

Conflict of Interest Information sheet

THE UNIVERSITY
of ADELAIDE

This information sheet has been prepared to support individuals to identify and manage conflicts of interest, having regard to obligations under the [Code of Conduct](#), the [Behaviour and Conduct Policy](#) and the [Conflict of Interest Procedure](#). Some University staff will have other obligations in relation to conflicts of interest including specific legislative obligations and may need to disclose conflicts to or about other organisations, particularly in relation to research and grant funding.

The public must be confident that as public officers university staff carry out their duties impartially and transparently. All conflict of interest obligations are underpinned by three fundamental principles:

- Identify
- Disclose
- Manage

A conflict of interest arises

Behaviour and Conduct Handbook	Conflict of Interest Information Sheet – Conflict of Interest Procedure	Effective Date:	12 July 2023	Version 1.0
Authorised by	Director, Workplace Relations and Advisory	Review Date:	11 July 2026	Page 1 of 9

Behaviour and Conduct Handbook	Conflict of Interest Information Sheet – Conflict of Interest Procedure	Effective Date:	12 July 2023	Version 1.0
Authorised by	Director, Workplace Relations and Advisory	Review Date:	11 July 2026	Page 4 of 9

- has a beneficial interest such as employment, consulting, / equity, or revenue share in a company that is co-located on the University premises and benefits from access to University resources including staff members and/or equipment.

In each of these examples, a conflict arises (whether actual or perceived), as the researcher becomes incentivised to act in the best interests of the company with which they have an embedded relationship, and which may be in contrast to their obligation to act in the best interest of the University.

Examples of how these scenarios lead to conflicts of interest for the researcher:

- Time management: incentive to support the company/commercial interests on University time, rather than meet obligations as an employee of the University.
- Publication strategy: incentive to withhold unfavourable research results from academic publication if it may have a negative impact on researcher’s commercial interests. Added incentive to include some biases in academic publications in favour of commercial interests.
- Use of student/staff labour: incentive to use student or other laboratory labour/resources to generate deliverables for the benefit of the company, without adequate funding provided for which the students/employees will not directly benefit, but researcher may.
- Integrity of research results: incentive to produce and/or publish false/misleading research results for the benefit of the researcher’s commercial interests.
- Intellectual property management: incentive to withhold disclosure of IP developed by research in researcher’s capacity as a University employee, and instead have IP leakage, whereby researcher passes University IP to related company without going through proper University process in relation to IP disclosure, ownership, and transfer.
- Funding: incentive to improperly use funding secured in capacity as a University

Behaviour and Conduct Handbook	Conflict of Interest Information Sheet – Conflict of Interest Procedure	Effective Date:	12 July 2023	Version 1.0
Authorised by	Director, Workplace Relations and Advisory	Review Date:	11 July 2026	Page 7 of 9

- Establishment of a recruitment panel
 - Role on a recruitment panel
- Changes to the position of existing staff including:
 - Promotion
 - Tenure process
 - Changes/extensions to fixed term appointments
 - Reclassification
 - Payment of allowances, including attraction/retention allowances
- Management responsibilities for existing employees, including:
 - Managing complaints, grievances, and performance concerns
 - Workload allocations and flexible work arrangements
 - Approval of professional development, travel and leave requests
- Student-related responsibilities including:
 - Admissions
 - Supervision
 - Assessment
 - Examination
 - Awarding of prizes, scholarships, or other awards.

Behaviour and Conduct Handbook	Conflict of Interest Information Sheet – Conflict of Interest Procedure	Effective Date:	12 July 2023	Version 1.0
Authorised by	Director, Workplace Relations and Advisory	Review Date:	11 July 2026	Page 8 of 9

