

Director's Order No. 6/16
of the Director of the Institute of Agrophysics, Polish Academy of Sciences in Lublin
of 29 February 2016
on formalising the obligation to inform the Director of the Institute in writing
of the intention to undertake new research carried out within the Institute

Pursuant to § 10 of the Statute of the Institute of Agrophysics, Polish Academy of Sciences in Lublin, in the wording approved by the President of the Polish Academy of Sciences on 21 December 2012:

§ 1

1. In order to ensure the transparency and coherence of the scientific and research undertakings pursued by the Institute, to secure adequate resources for the implementation of these undertakings, and to optimise the internal and external communication processes of our unit, as of 29 February 2016 I hereby introduce the obligation to inform the Director of the Institute in writing of the intention to undertake new research to be carried out within the Institute, both as part of the tasks of the statutory activity and in the form of research projects financed from external sources.
2. The obligation referred to in item 1 above consists in submitting written information in accordance with the template constituting Annex No. 1 to this Order.
3. The obligation referred to in item 1 above shall precede any other activities aimed at undertaking new research, including in particular: discussions and negotiations with potential partners, commencing the drafting of an application for a research task or project, the adaptation of a workstation, or the actual commencement of the research.
4. The provisions of this Order shall be without prejudice to other obligations of employees arising from their reporting lines.

§ 2

This Order shall enter into force on the date of signature.

DIRECTOR

/signed/

prof. dr hab. Cezary Sławiński

.....
Employee's first name and surname

.....
Position and organisational unit (Department)

APPLICATION
for consent to undertake new research within the Institute

I hereby request consent to undertake new research at the Institute concerning:

.....
.....,
(general description of the subject of the planned research, indicating the field and the scientific discipline)

which is planned to be carried out within:

- 1) Task No. ... of the statutory activity*,
- 2) an undertaking financed from external funds, under the Programme*
.....,
(indication of the proposed name of the programme and of the project)

involving cooperation with*
(indication of the proposed partners)

.....
Employee's signature

.....
.....
Signature of the Head of the Department and of the Task Leader within which the research is to be undertaken*

I consent to / I do not consent to* the undertaking of further activities aimed at commencing the above-mentioned research within the activity of the Institute:

.....
Director of the Institute

* delete as appropriate