

## **What kinds of contracts are handled by the legal advisors at LiU?**

Contract management handled by the legal advisors at LiU includes reviewing, giving advice on, negotiating and when necessary drafting agreements.

The legal counsel handles two categories of contracts:

1. contracts that shall be signed by the management of LiU (in accordance with the delegation order, see below “Who signs the agreement”)
2. if time allows, contracts that do not need to be signed by the management, but can be signed by the departments themselves.

Please note that in order to get advice you need to contact us in good time.

## **What kind of information do the legal advisors need in order to review a contract?**

In order to give advice on a contract, the legal advisors need some specific information in advance. The better the description of the situation, the easier, faster and better the advice will be. The following information is required:

- The journal number of the project documents
- The name of the researcher responsible at LiU and preferably the name of the project administrator in the department
- The name of the other partner/s/
- The contact person/s/ of the other partner/s/
- A description of LiU’s undertakings
- How the project is financed
- The length of the project
- Whether doctoral students at LiU are involved in the project
- Whether the researchers bring previous research information to the project and what kind of information that is
- The kind of results that will be generated during the project (reports, patents, computer programs etc)
- Whether the results will be generated by researchers at LiU alone or in cooperation with other partners
- Ownership or usufruct of the results and under which conditions these are given
- Rules for publication
- Whether the partners will handle confidential information
- Conditions for commercialization of the results
- Confirmation that the department supports and approves the project