

Research Contracts Due Diligence Checklist

| S.No | Checks | Support Documents | Yes/No | | | | | | | | | | | | | | | | | | | | |
|-----------------|---|-------------------------------|--------|----------|-----|--------|---|---|---|----------|-----------------------|----|----|-----------|-----------------------|----|----|------|-----------------------|----|----|--|--|
| 1 | Risk assessment has been completed and the contract is High Risk ? <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="text-align: center;">Risk Assessment</th> <th style="text-align: center;">High</th> <th style="text-align: center;">Moderate</th> <th style="text-align: center;">Low</th> </tr> </thead> <tbody> <tr> <td style="text-align: center;">Averse</td> <td style="text-align: center;">X</td> <td style="text-align: center;">X</td> <td style="text-align: center;">X</td> </tr> <tr> <td style="text-align: center;">Cautious</td> <td style="text-align: center;">UniSA Research Office</td> <td style="text-align: center;">AU</td> <td style="text-align: center;">AU</td> </tr> <tr> <td style="text-align: center;">Accepting</td> <td style="text-align: center;">UniSA Research Office</td> <td style="text-align: center;">AU</td> <td style="text-align: center;">AU</td> </tr> <tr> <td style="text-align: center;">Open</td> <td style="text-align: center;">UniSA Research Office</td> <td style="text-align: center;">AU</td> <td style="text-align: center;">AU</td> </tr> </tbody> </table> | Risk Assessment | High | Moderate | Low | Averse | X | X | X | Cautious | UniSA Research Office | AU | AU | Accepting | UniSA Research Office | AU | AU | Open | UniSA Research Office | AU | AU | UniSA Risk Matrix Risk Appetite | |
| Risk Assessment | High | Moderate | Low | | | | | | | | | | | | | | | | | | | | |
| Averse | X | X | X | | | | | | | | | | | | | | | | | | | | |
| Cautious | UniSA Research Office | AU | AU | | | | | | | | | | | | | | | | | | | | |
| Accepting | UniSA Research Office | AU | AU | | | | | | | | | | | | | | | | | | | | |
| Open | UniSA Research Office | AU | AU | | | | | | | | | | | | | | | | | | | | |
| 2 | Any party in the contract is international or foreign entity ? | - | | | | | | | | | | | | | | | | | | | | | |
| 3 | Is it a defence contract ? | | | | | | | | | | | | | | | | | | | | | | |
| 4 | The VCA for the contract require Director UniSA Research Office or VC/DVCRE signatory? | VCA Framework | | | | | | | | | | | | | | | | | | | | | |
| 5 | Contract template: Are there any Changes to standard or pre-approved templates ? (Note: A UniSA template with no changes or an External pre-approved template to be sent to AU.) | - | | | | | | | | | | | | | | | | | | | | | |