Institute for Oil Sands Innovation (IOSI) at the University of Alberta (UofA)

Selected Terms and Conditions for Researcher Participation in IOSI Projects for academic (post-secondary institutions) research providers

(not applicable for the projects co-funded by COSIA and IOSI)

The terms and conditions are provided through the Foundation Agreement between the University of Alberta (UofA) and Imperial Oil Limited, as well as through the Prime Agreement with Alberta Innovates. Agreement to these terms will be required if the proposal is accepted for funding. More details will be provided if the letter of intent (LOI) is invited for a full proposal. If you have questions before the LOI submission, please contact IOSI Director at xiaolit@ualberta.ca.

IOSI will work with researchers to establish and monitor the progress of research projects, and to ensure that procedures for publication, disclosure of intellectual property, and maintaining confidentiality are followed. Consistent with the Foundation Agreement, recipients of IOSI funding must agree to the following conditions:

1) **Intellectual property (IP)** – All new IP shall be disclosed to the UofA and shall be owned by the UofA (exceptions may apply). Certain rights will be granted to Imperial Oil Limited. The Research Provider shall not own or proceed to commercialize new IP independent of the UofA (exceptions may apply). Certain rights will be granted to Alberta Innovates to use and publish the produced reports.
2) **Confidentiality** – All researchers shall use all reasonable efforts to prevent disclosure to third parties of any confidential information provided by the UofA and Imperial Oil Limited. Such information shall be identified in writing as confidential. This obligation does not apply if the information is already known to the researcher, or is revealed by third parties who have no duty to maintain such confidentiality, or after 10 years of receipt of the information.
3) **Publication rights** – IOSI must be provided with copies of all theses, abstracts, presentations, and manuscripts at least 30 days before submission for publication to review for confidentiality and possible IP protection. If IOSI determines that protection of IP is warranted, the submission may be delayed for a period of up to 6 months to secure that protection. On collaborative projects, disclosure of manuscripts to collaborators at least 60 days before publication is also necessary to allow review for any confidential information. Consequent requests to remove confidential information shall be provided within 45 days of receipt of the manuscript.
4) **Student's thesis** – There will be no delay for the defence of a student's thesis, which is distinct from public presentation or publication. The student will own copyright in his/her thesis.
5) **Project reviews** – IOSI projects shall be subject to a staged review process to ensure progress and relevance.
6) **Salary** – IOSI emphasizes on training of highly qualified personnel. Therefore, IOSI funds are not to be used to cover the honorarium or salary/benefits of the principal investigators.
7) **Termination** – Either party may terminate the Project Agreement within not less than 30 or 90 days, depending on the cause.