



Lifestyle and Health Research Center (LHRC)

Research Collaboration Agreement Form (RC-B-1)

This form should be used when a collaborating researcher has a clear concept and methodology for a particular novel project that can be conducted within the LHRC and would like to collaborate with the LHRC staff in executing such a project. Information in the following documents, published by LHRC, are part of this agreement ([Research collaboration: Guidelines and Good Practices](#), and [Best Practices for Conducting Research and Reporting Results](#)).

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|--------------------------------|--|---------------|--|
| Collaborator full name | | | |
| Degree (MSc, PhD, Dr.PH, etc.) | | | |
| Affiliation name & address | | | |
| Current position | | | |
| E-mail address | | | |
| Office phone number | | Mobile number | |

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|---|--|--|--|
| Proposed project title | | | |
| Briefly describe your proposal (or attach it with this form) indicating aims, objectives and how it will be executed. Specify your role as a collaborator in this project and how this research can add value to the LHRC. Mention any expertise that you have, which can lead to the successful execution of this research project.* | | | |

**** Attach your recent CV, showing especially your published research in peer reviewed journals.***

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| Name a Principal investigator or a Co-principal investigator from the LHRC who can join the proposed research project | |
| LHRC Principal investigator / Co-PI signature and date | |

By being a research collaborator at the LHRC, you agree to the following terms:

1. The research must meet the mission and objectives of the LHRC.
2. You abide to the ethical principles and professional conducts stated in the LHRC's document: [Best Practices for Conducting Research and Reporting Results](#), available from the LHRC.
3. You declare any conflict of interest before joining the LHRC as collaborator.
4. You adhere to the laboratory instructions and safety procedures, stated in the LHRC's [Laboratory Operation Manual and Safety Procedures](#).
5. You agree to familiarize your-self with the proper use of the LHRC's equipment or laboratory procedures, under the direction of one of the LHRC staff, before using any laboratory instrument or engaging in any data collection.
6. You faithfully and diligently work with the other LHRC research members and solve any differences mutually.
7. You inform the LHRC, in writing, before any changes in the aims, methodology, or the outcomes of the research project, and obtain an approval in such case from the LHRC.
8. If you are the principal investigator, you agree to regularly submit to the LHRC progress reports every 4 months and a final report for this project.
9. You should have a written agreement before starting the research indicating the roles of each investigators in this project. Also, you do the same for the authorship order when preparing a manuscript for publication, showing the contribution of each co-author, acknowledging that authorship credit is based on substantial intellectual contribution, established by the International Committee of Medical Journals Editors (ICMJE).
10. If major disputes arise and cannot be resolved by the principal investigator (or it involves the principal investigator with the collaborators), a third party's assistance will be sought; in this

case, it is the head of the LHRC or even the executive director of the Health Sciences Research Center (HSRC). The decision of the head of the LHRC or the executive director of the HSRC is final.

11. You agree on the confidentiality of the research findings until they are published or presented in a conference by a member of the research team.
12. All research materials produced within the LHRC authority must be consistent and in compliance with ethical and legal requirements of the LHRC and PNU.
13. LHRC discourages presenting or publishing its research findings in predatory conferences or journals.
14. The LHRC is responsible for archiving the research data, laboratory books or field data collection sheets, whether in hard or soft copy. All data are the property of the LHRC. Future sharing and reusing of the research data can be granted by the LHRC upon reasonable request.
15. Any research products (presentations, abstracts and full articles) as a result of research conducted in the LHRC, must clearly ensure that the credit and attribution are made to the LHRC.
16. LHRC has the right to designate the public spokesperson for the collaborated research project if the findings of that research end up attracting media attention.
17. Unless stated otherwise, the ownership of intellectual property rights and responsibility for its identification and management is going to be the LHRC and PNU.
18. The collaborating researcher must acknowledge the assistance of the LHRC in all reports, or otherwise published materials and any form of media communication that arises from the research conducted in the LHRC. An acknowledgement showing that “this research project was conducted at the LHRC, HSRC, and PNU” must be stated.
19. The LHRC reserves the right to terminate the research collaboration should the collaborator places the LHRC reputation into disrepute, or fail to comply with the agreed terms of the project.

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| Collaborator signature: | | Date: | |
| Approval by LHRC Head: | | Date: | |

This is an official document for Princess Nourah bint Abdulrahman University's HSRC, It must not be modified from the original.