



Institute of Human Rights and Peace Studies
Guidelines on Contract Research and Academic Service Fees Contribution

At the academic meeting on 1st October 2021 and the IHRP meeting 9/2021, the academic and research staffs have agreed to adopt the IHRP Guidelines on Contract Research and Academic Fee Contribution with the details as follow.

I. Individual-based or single-event service

1) IHRP faculty and staff members who wish to provide contract research and/or academic services to external agencies during the office hours should seek acknowledgement by the director prior to taking action.

2) Academic services (including but not limited to guest lecturer, speaker, reviewer, thesis examiner, facilitator, moderator, trainer, assessor) to external agencies outside IHRP can be counted as part of the workload in the PA system (maximum 160 hours per year). Prior acknowledgement by the director is required.

II. Project-based (Institutional and individual contracts)

1) All the research, consultancy and academic service projects must proceed through the MU systems. The research projects must proceed through the Research Management Department, and the academic and consultancy services (contract research) must proceed through the Institute for Technology and Innovation Management (iNT).

2) All the research, consultancy and academic service projects are required to allocate 4% of the budget to the university and 10-25 % contribution to the IHRP from the total budget (this includes a dedicated amount negotiated with the funder for IHRP overhead or administration fee and remuneration received by individual staffs).

3) Research and academic service projects requiring a reduction of contribution fee can be considered on a case-by-case basis.

4) The Director has the final decision over any disputes concerning this Guidelines.

This Guidelines comes to effect on 1st October 2021.

V. Boontinand

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Director