



Memorandum of Understanding

Public Collaborators can expect:

- A supportive and positive environment within which you can enjoy your participation and feel valued.
- To make a direct contribution to our world leading research with impact.
- To always be treated fairly regardless of age, gender reassignment, being married or in a civil partnership, being pregnant or on maternity leave, disability, race (including colour, nationality, ethnic or national origin), sex, religion or belief.
- To have a named contact ready to assist you in case you need it.
- Relevant and up-to-date information and advice.
- To be offered adequate comfort breaks to suit your needs.
- Reimbursement of reasonable travel and subsistence expenses incurred by you in doing your voluntary work.
- Respect your right to privacy and that of your contacts.
- Recognition and thanks for your contributions and effort.

In return, we ask that you:

- Volunteer within the legal requirements, principles and practice governing the University.
- Follow Route 1 or 2 of PPIE – it will vary by research project. You can expect that an academic and/or PPIE Manager will always be there to provide you with information and support when you need them.
- Let us know if we can improve the service and support that you receive.



- Follow the code of conduct for service users and carers involved in university activities.
- Respect those around you.
- Recognise that your health and well-being are always a priority, and that you should withdraw from activities if you become unwell. You will not be penalised in any way because you have had to withdraw.
- Undertake a Disclosure & Barring Service (DBS) check (at the University's expense) where your involvement in a research review involves 'Regulated Activity' (e.g. contact with or accessing information about children or vulnerable adults).