The Office for Responsible Outside Interests (OROI) assigns the following Ancillary Reviews: "COC Review" (Outside Employment and Commitments), "Enabling Disclosure Review" (IP licenses), and "Other Review."

- COC Reviews relate to a full-time (0.50 FTE or greater) employee's distribution of time and effort between their institutional responsibilities and their Outside Activity. Individuals are required to have a primary commitment of time and intellectual energies to their work for UArizona. If OROI determines that an Outside Activity does not, on its face, violate federal regulations, state law or UArizona policy, a COC Review will be assigned to you to assess whether the Outside Activity conflicts with the individual's primary commitment of time and intellectual energies to UArizona or if there are any concerns related to the use of UArizona resources, assets and/or Intellectual Property.
- Enabling Disclosure Reviews provide approval for a startup company to license ABOR-owned Intellectual Property. An Enabling Disclosure Review will be assigned to you to assess whether, from your perspective, there are any concerns with the IP being licensed to the startup company AND for you to conduct the COC Review.
- If you are assigned an **Other Review**, it means that OROI noticed something in the certification that we thought should be brought to your attention but does not require a conflict of commitment or Enabling Disclosure assessment. (You are not required to complete the Submit Ancillary Review activity in Step 6.)

## Instructions for Completing an Ancillary Review

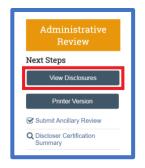
1. Click on the link embedded in the email notification.

From: col@arisona.edu <col@arisona.edu> Sent: July 22, 2021 4:54 AM To: I Subject: DC00 assigned for ancillary review</col@arisona.edu>
Notification of Ancillary Review
To:
Uni: Annual Disclosure Certification for 2021
Dickose:
Required: Yes
Description: An eDisclosure submission has been assigned to you for COC Review. Click the link above to access the submission.
For your convenience, you can view your disclosure information in the legacy COI Disclosure System by clicking this link: https://uwprantiona.edu/COI/. For purposes of addressing this email, please use the link in the header of this email.
If you have been informed that this project was not funded no action is required for this Research Certification. Nease advise <u>postorifications.edu</u> as soon as possible that this project will not be funded.
If you have any questions or concerns, please contact the Office for Responsible Outside Interests at collparitona.edu.
Thank you,
Office for Responsible Interests
The University of Arizona Research Innovation & Impact 845 N. Park, Suris 647 Tuscon, AZ 85719 (520) 625-6405 Website: <u>Responsible Outside Interests</u>
Research
CONFIDENTIALITY NOTICE: This email may contain confidential information intended only for the use of the specific individual(s) to which it is addressed. If this is not you, you may not use or distribute this email; please immediately notify me and delete/discard this message. Thank you.

2. Select the History tab to review comments OROI may have provided to assist with your review.

Draft In Review Under Mgmt Plan	Complete	
Summary History Disclosures Private Review Information	Disclosure Admin Info Reviews	
Filter by  Activity  Enter text to search for	Add Filter × Clear All	
Activity     Logged Comment	Author	- Activity Date

3. Click **View Disclosures** to review the information submitted by the discloser.



4. Click the **View/Edit icon** to view information about the Organization(s). For COC Reviews, the Disclosure Type will be "Outside employment or commitment (COC form)." Enabling Disclosure Reviews will have both the COC form and "Intellectual Property rights (license/royalties paid directly to individual)."

View/Edit	Organization	Is Public Company	Relationships	Disclosure Types	Total Value	Is Significant?	Last Updated	Remove
Ċ	Inc.	no	Self	Outside employment or commitment (COC form)	\$0.00	yes	5/10/2021 10:56 AM	

- 5. When you have finished your review, click **Exit.**
- Click Submit Ancillary Review. Check the appropriate box for the review you are submitting. For question #2 click Yes or No to indicate your decision. Please use the Comments section if you have any feedback you would like to provide to OROI. Click OK in the lower right corner to complete your review.

	Sub	mit Ancillary Review			
	1.	* Select the review yo	u are submitting:		
		Organization	Person	Review Type	Required
			Tar	COC Review	yes
	2	* Do you approve this	submission?		
Administrative	3.	Comments:			
Review					
Neview					
Next Steps					
text otepo					
View Disclosures				0	
	4.	Supporting Document	s:		
Drinter Version		+ Add			
Printer Version		Name There are no items to dis	enlav		
		There are no items to di	apiay		
Submit Ancillary Review					
Discloser Certification					
Summary					