

## CONSULTING AND PROFESSIONAL ACTIVITY LIABILITY FORM (C2)

### For use on consulting activities undertaken on a personal basis

The University's policy on consulting and professional activity by academic staff is contained in the paper 'Consulting Policy and Procedures'. Copies of this document have been distributed to all academic staff and are available on the website at <https://www.aston.ac.uk/sites/default/files/Consultancy-Policy.pdf>

**The University will not be liable for any claims arising out of consultancy work undertaken by academic staff on a personal basis.**

**Academic staff are therefore strongly advised to take out Professional Indemnity Insurance before undertaking personal consulting or similar professional activities.**

**The declaration below must be completed before any arrangements with a potential client are finalised.**

**This declaration must be signed before permission is granted for an academic member of staff to undertake consultancy work on a personal basis.**

### DECLARATION

I accept personal liability for any claims arising from the consultancy outlined above.

I have either (tick as appropriate):

- Made appropriate professional indemnity arrangements.  
(Attach relevant documents)
- Ensured that professional indemnity arrangements are not required.  
(State why in box below)

Name: ..... School: .....  
(Block capitals)

Signed: ..... Dated: .....