

HUMAN RESOURCES

Statement of Terms and Conditions for Honorary Appointments - Emeritus

LONDON
SCHOOL of
HYGIENE
& TROPICAL
MEDICINE



This agreement governs your Honorary Appointment with The London School of Hygiene and Tropical Medicine (LSHTM). It is not a contract of employment and it does not give you any employment rights.

Details of Honorary Appointment

Name: [REDACTED]

Honorary Title: Emeritus Professor

Start Date: [REDACTED]

Expected End Date: Without Duration

Supervisor / Sponsor: [REDACTED]

1. Length of Honorary Appointment

1.1. The appointment will be for the duration indicated above.

LSHTM is not obliged to provide work for you to do. By entering into this agreement, you acknowledge that you:

- must not hold a substantive contract of employment with LSHTM. (If, in the future, you are appointed to a substantive role within LSHTM employment, your honorary appointment will cease with immediate effect).

2. Right to Work Status

2.1. It is a condition of the appointment by LSHTM that if the activity is carried in the UK, then you must have the right to work in the UK in line with current statutory requirements for the anticipated duration of the assignment.

2.2. Documentary evidence of your right to work/identity must be provided to Human Resources prior to starting the appointment. Please refer to the guidance notes on the [RTW intranet page](#).

3. Remuneration

3.1. The award of this title carries no remuneration from LSHTM.

4. LSHTM Rules and Procedures

4.1. It is a condition of the appointment that you must comply with the relevant LSHTM policies and procedures in force and ensure you uphold and promote LSHTM's commitment to equity, diversity and inclusion. These can be found on the [LSHTM website](#). In particular, you should read and comply with the following:

- [Equity, Diversity and Inclusion Strategy](#)
- [Health, Safety and Wellbeing](#)
- [Whistleblowing Policy](#)
- [Safeguarding Policy](#)

- Financial Regulations
- Information Security Policy

4.2. You are also bound by GDPR regulations for the use of computing facilities and any misuse of computing facilities may result in immediate termination of this agreement.

4.3. All documents, materials, hardware and software provided to you by LSHTM for use during an assignment, and all information and documents produced by you during an assignment, and produced, stored or maintained on LSHTM's computer systems or other equipment (including mobile phones, laptops and tablets) are the property of LSHTM.

4.4. Any property and any original or copy documents, software or data (however recorded and whether retained electronically or on paper or otherwise) in your possession belonging or relating to LSHTM shall be returned to the recruiting manager at any time on request and in any event on the termination of the assignment.

4.5. For the duration of your honorary award, you will be bound by LSHTM Regulations relating to intellectual property.

5. Termination

5.1. Either party may terminate this appointment for any reason before the end date by providing one week's prior notification in writing.

5.2. Notwithstanding the provisions of sub-paragraph (5.1) above, the appointment may be terminated immediately by LSHTM in the event of misconduct or any serious breach of terms by you.

5.3. IT access will be disabled after your finish date.

6. Changes to Terms

6.1. LSHTM may review its terms and conditions from time to time and/or may update the terms on which it offers such engagements. In the event of any changes to the terms on which it confers the honorary title, LSHTM will give appropriate notice.

Acceptance of Honorary Appointment

I accept this honorary appointment and hereby agree to the above terms and conditions. I give my consent to LSHTM to process my personal and/or sensitive data for reporting purposes

Signature

Name

Date

Appointee:

	Enter date
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