



**Stanford University
Openness in Research
CHECKLIST**

The principle of openness in research is one of overriding importance to this University. Accordingly, no program of research that requires secrecy may be conducted at Stanford, other than the exceptions specifically allowed in the University's Openness in Research policy (Research Policy Handbook 1.4).

Use this checklist when reviewing:

- requests for proposals or project solicitations,
- program award notices,
- Non-Disclosure Agreements (NDAs),
- any other documents related to research proposals, contracts, cooperative agreements, and other arrangements for sponsored research projects

to assure that they do not require secrecy or impose unacceptable restrictions.

In any proposals for research funding, Stanford will include language indicating its commitment to openness in research, and its intention to adhere to policy in this regard.

Does this project or agreement:	YES	NO
Contain language referring to or mandating compliance with export laws or regulations?		
Restrict researcher participation (faculty, student, others) based on country of origin or citizenship?		
Require researcher participation in US-citizen-only meetings?		
Prohibit the hiring of non-US citizens to be involved in the proposed research?		
Grant the sponsor a right of prepublication review for matters other than the inclusion of patent and/or proprietary sponsor information?		
Provide that any part of the sponsoring, granting, or establishing documents may not be disclosed?		
Limit access to confidential data so centrally related to the research that a member of the research group who was not privy to the confidential data would be unable to participate fully in all of the intellectually significant portions of the project?		

If the answer to any of these questions is "Yes," or if you have other questions related to openness in research, please contact Sara Bible, Associate Vice Provost, Office of The Dean of Research (650)723-9050, sbible@stanford.edu

CONTINUES ON REVERSE SIDE

If accepting proprietary information as part of a project:

YES **NO**

Is the information clearly defined?

Can the information be appropriately protected?

Can proprietary information be removed from research		
If the answer to any of these question is "No," or if you have other questions related to openness in research, please contact Sara Bible, Associate Vice Provost, Office of The Dean of Research (650)723-9050, sbible@stanford.edu		
results, so that results may be freely published?		



Has a Non-Disclosure Agreement been reviewed with

If accepting information identified as export-controlled:
Is there any need to share this information with others,

YES **NO**

Stanford's Export Control Office? If you have questions about export controls, please contact the university's Export Control Officer. Steve Eisner, 724-7072, steve.eisner@stanford.edu		
including international students or other non-citizens?		