TASKS MUST BE DELEGATED TO ROLES OR POSITIONS, NOT TO NAMED PERSONS. WHEN A NEW PERSON ENTERS INTO A ROLE OR POSITION, THE PERSON MUST BE INFORMED OF THE TASKS THAT HAVE BEEN DELEGATED TO HIM/HER.

 **Permanent delegation from the Dean or equivalent to department/unit level

 from**

 \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 Faculty or equivalent

 **to**

 \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 department or equivalent

 *Tasks that are not marked as delegated will remain at the faculty level*

 *If this form is not completed, the tasks will remain at the faculty level*

|  |  |  |
| --- | --- | --- |
| **Tasks (other tasks can be added to the list)** | **Delegated date**  | **Delegated to role(s) in the unit[[1]](#footnote-1)** |
| Have continuous overview of research projects  |  |  |
| Advance assessment of research projects submitted by project managers in accordance with Attachment 2.7 |  |  |
| Ensure the justifiability assessment of the individual project in accordance with Attachment 2.8 |  |  |

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Date dd.mm.yyyy Signature (the individual Dean of the faculty or equivalent)

1. Role or title [↑](#footnote-ref-1)