

## **Appendix 2 – Internal specialists within the University**

[http://www.york.ac.uk/admin/hr/resources/policy/sd\\_stat\\_compliance.htm](http://www.york.ac.uk/admin/hr/resources/policy/sd_stat_compliance.htm)

### **1. Equal Opportunities, Diversity and Disability Services**

Director, Equal Opportunities Office

### **2. Financial Services and Procurement**

Accountability and Audit – Risk Management and Value for Money – Financial Accountant and Compliance Officer

Financial Regulations – Financial Accountant and Compliance Officer

Year End Financial Regulations – Management Accountant

Financial Systems / Software – Business Systems Development Manager

Procurement Regulations – Supplies Manager

### **3. Employment Law**

Recruitment and Selection – HR Manager

Disciplinary (Awareness) – HR Manager

Managing Sickness Absence – HR Manager

Fixed Term Contracts – HR Manager

Stress Management – Health and Safety Officer (Training)

Bullying and Harassment Awareness – Director, Equal Opportunities Office

Grievance (Awareness) – HR Manager

Using Capability and Conduct Procedures effectively – HR Manager

### **4. Information Management**

DP & FoI, Environmental Information – University Archivist and Records Manager

Records Management – University Archivist and Records Manager

Copyright – Copyright Advisor

### **5. Research Organisation and Governance**

Research Support – Costing / Pricing, Research Methodology – Research Support Office Manager / Management Accountant

Research Support – Research Grant Life Cycle – Research Support Office Manager

Research Support Contract Requirements (Practical) – Research Support Office Manager / IP Manager

Ethical Research Conduct – tbd

### **6. Health and Safety**

Director of Health and Safety