



University of East Anglia

Information Services Directorate

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12 February 2016

Dear

**Freedom of Information Act 2000 – Information request (ref: FOI\_16-050)**

We have now considered your request of 12 February 2016 for the following information:

*'...I am seeking the model employment contracts for academic staff at all UK universities. I am not interested in salary information merely the standardised employment contracts for full time employed lecturers at each institution. Where contracts differ as between teaching only appointments and teaching and research appointments I am looking for both.*

*I would be very grateful if you could forward to me your standardized contracts from your respective HR departments.*

*I would also like to enquire as to whether each institution has changed its employment contracts in the course of the last 5 years and if so like to request a copy of the contract issued to the aforementioned staff prior to its amendment.'*

Our response is in the accompanying PDF 'FOI\_16-050 Appendix A'. This document contains two sets of terms and conditions used for academic staff: 'Academic Teaching and Research' (pages 1-10) being the terms and conditions for academic staff who perform teaching and research and 'Academic Teaching and Scholarship' (pages 11-20) being the terms and conditions for academic staff who perform teaching only. There have been no significant changes to these contracts within the last five years.

We hope this information will meet your requirements, however if you are not satisfied you have the right of appeal against this response. If you wish to appeal, please set out in writing your reasons for appealing and send to the above address. You must appeal within 60 calendar days of the date of this letter. Any appeal received after that date will not be considered nor acknowledged. This policy has been reviewed and approved by the Information Commissioner's Office.

You also have a subsequent right of appeal to the Information Commissioner's Office. Further information is available on their website:

[https://ico.org.uk/Global/contact\\_us](https://ico.org.uk/Global/contact_us), or by telephone on 0303 123 1113.

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Please quote our reference given at the head of this letter in all correspondence.

Yours sincerely

Ellen Paterson  
Information Policy and Compliance Manager  
University of East Anglia