



**HUMAN RESOURCES  
PROFESSIONAL AND CONSULTATIVE WORK  
ANNUAL SCHOOL ACTIVITY REPORT TO THE VICE CHANCELLOR**

**VICE CHANCELLOR**

Following is a report on the professional and consultative work of my School/section over the twelve months

of  (year)

School/Section

One or more members of staff have engaged in professional and consultative work over the past twelve months.

Yes

No  (Nil Return)

Total number of staff within School/Section at year end who are eligible to engage in professional and consultative activities  Refer to Section 3.4, [University Policy on Professional and Consultative Work](#).

Total number of staff involved in consulting

	<b>Private Consultancies</b>	<b>University Consultancies</b>
Total number of contracts		
Total amount of time allocated to consulting (where 1 day equals 8 hours)		
Amount of contribution to School/section overheads		
Amount of contribution to School research funds (if applicable)		

Signature of Head of School

Date (dd/mm/yy)