

Section IV - 4a

Example 1

Appendix A - Statement of Work

STATEMENT OF WORK
BETWEEN
[NAVY COLLABORATOR]
AND
[NON-NAVY COLLABORATOR]

[Navy Collaborator] will be responsible for the following tasks:

1. **[Navy Collaborator]** will provide the test plan, operational risk management plan, instrumentation plan.
2. **[Navy Collaborator]** will provide **[Non-Navy Collaborator]** a shop area to install the CD-NTP system.
3. **[Navy Collaborator]** will conduct VOC Remediation/Elimination Program at **[Navy Collaborator]** facilities. Analysis will include, but not be limited to, evaluation of the developmental remediation system to remove and eliminate VOCs extracted from ground-water clean-up processes. This developmental system will be analyzed and verified during conduct of the VOC Remediation and Elimination Program Demonstration. The analysis will improve the Government's environmental site compliance and will provide technical data to both the Government and Industry for application to other sites.
4. **[Navy Collaborator]** will provide still photos and personnel to operate the site.
Schedule:
 1. Draft Project Plan no later than 30 days after effective date of CRADA.
 2. Final Project Plan no later than 30 days after Draft Project Plan.
 3. Draft Operational Risk Management Plan not later than 30 days after the effective date of CRADA.
 4. Final Operational Risk Management Plan not later than 30 days after the Draft Operational Risk Management Plan.
 5. Draft Installation Plan no later than 30 days after effective date of CRADA.
 6. Final Installation Plan no later than 30 days after Draft Installation Plan.
 7. Conduct Test Program (TBD).
 8. **[Navy Collaborator]** will provide 7 days notice to **[Non-Navy Collaborator]** prior to project meetings, schedule (TBD).

[Non-Navy Collaborator] will be responsible for the following tasks:

1. **[Non-Navy Collaborator]** will review the drafts of the Project Plan, Operational Risk Management Plan, & Installation Plan and provide comments on those drafts to the **[Navy Collaborator]** after review.

2. **[Non-Navy Collaborator]** will deliver in working order the prototype system of the VOC reactor to **[Navy Collaborator]** identified site.
3. **[Non-Navy Collaborator]** will provide engineering consulting services for the installation and maintenance of the VOC reactor.
4. **[Non-Navy Collaborator]** will be present for the installation of the system as well as perform in field start up and diagnostics of the equipment installed.
5. **[Non-Navy Collaborator]** will provide field verification of the system's operation.
6. **[Non-Navy Collaborator]** will familiarize **[Navy Collaborator]** personnel with system operation and fundamentals.
7. **[Non-Navy Collaborator]** will attend meetings (TBD-Task 1.above) prior to the conduct of VOC reactor demonstration.

[Navy Collaborator] and [Non-Navy Collaborator] will be responsible for the following joint tasks:

1. Both partners will assist in the preparation and installation of equipment.
2. Both partners will collaborate to complete a Final Test Report no later than 120 days after completion of the project.

Section IV - 4b

Example 2

Appendix A - Statement of Work

APPENDIX A

STATEMENT OF WORK BETWEEN **[NAVY COLLABORATOR]** AND **[NON-NAVY COLLABORATOR]**

[Navy Collaborator] will be responsible for the following tasks:

1. Provide personnel, facilities, equipment, and support for promoting transfer of existing and future **[Navy Collaborator]** UUV applicable technology to foster development of improved capabilities in this area.
2. Provide access for **[Non-Navy Collaborator]** to **[Navy Collaborator]**'s UUV technology through data, demonstrations, consultation, and documentation.
3. Provide **[Non-Navy Collaborator]** access during and after oceanographic surveys for video/film documentation of applicable UUV technologies.
4. Review and assist **[Non-Navy Collaborator]** in preparing the Research and Development Plan in support of improving **[Navy Collaborator]**'s existing UUVs.
5. Develop Top Level Requirements (TLR) for an UUV that can adequately perform hydrographic, oceanographic, and /or bathymetric surveys.

[Non-Navy Collaborator] will be responsible for the following tasks:

1. Provide personnel for collecting and documenting (audio and visual) mission survey data of existing and future UUV related technology.
2. Develop Top Level Requirements (TLR) for an UUV that is suitable for commercial use in industries such as: telecommunications, oil & gas, and ship/aircraft wreck surveys, etc.
3. Provide personnel who will conduct training and execute other technical support to **[Navy Collaborator]** for integration of applicable **[Non-Navy Collaborator]** navigation technology (to include software and hardware) in UUVs for military surveys.
4. Provide a Research and Development Plan in support of improving **[Navy Collaborator]** existing UUV operations. This plan will guide efforts within this agreement for specific technology development. This plan will be reviewed, and if necessary revised, annually by both partners for accuracy, pertinence, and reasonable expectation of achieving its objectives. The first year's (Y2001) R&D Plan is Attachment 1 to this Appendix.

5. Request prior approval for all commercial uses of **[Navy Collaborator]** equipment that is in possession of **[Non-Navy Collaborator]**. At a minimum, use must be in support of and consistent with specific tasks delineated in the R&D Plan and in full compliance with any Government regulations and/or restrictions including, but not limited to, foreign national restrictions and MCT list export restrictions that may pertain to the specified equipment.
6. Ensure that any non-signatory party to this agreement that **[Non-Navy Collaborator]** may team with or allow to use **[Navy Collaborator]** equipment is in full compliance of all Government regulations and/or restrictions that may pertain to the specified equipment including, but not limited to, foreign national restrictions and MCT list export restrictions, and shall include adequate insurance and indemnification provisions. Such use shall be in direct support of specific tasks delineated in the R&D Plan.

[Navy Collaborator] and [Non-Navy Collaborator] will be responsible for the following joint tasks:

1. Strive to construct an UUV based on the TLR for military survey.
2. Strive to construct an UUV based on the TLR for commercial ocean search and survey.

Section IV - 4c

Example 3

Appendix A - Statement of Work

APPENDIX A

STATEMENT OF WORK

BETWEEN

[NAVY COLLABORATOR]

And

[NON-NAVY COLLABORATOR]

[Navy Collaborator] will be responsible for the following tasks (list as applicable):

1. This institution acknowledges and accepts responsibilities for protecting the rights and welfare of all human subjects involved in the research which it sponsors or conducts and will follow all pertinent regulations (FDA, OPRR, DoD, and others) when involved in such research. This institution encourages and promotes an institutional atmosphere that safeguards the rights and welfare of human subjects. This institution will conduct annual protocol reviews and submit reports to the oversight committee as required in the pertinent regulations.
2. The investigator will process each protocol through the Institutional Review Board (IRB) at **[Navy Collaborator]**. In addition, comply with local, state, and federal regulations while conducting the research.
3. Review each protocol provided by **[Non-Navy Collaborator]**. The Investigator to let **[Non-Navy Collaborator]** know if **[Navy Collaborator]** will participate in a specific protocol.
4. The Investigator will follow each protocol and amendments as describe. Any variation will be provided to the **[Non-Navy Collaborator]** Protocol Coordinator and **[Navy Collaborator]** IRB.
5. Administrative duties will be performed as required by the protocol; reporting, charting of patient participation, obtaining appropriate consent forms, and other duties as described in the protocol.
6. **[Non-Navy Collaborator]** Protocol Coordinator will have access to patient charts. Documentation will be available during EVMS inspection.

[Non-Navy Collaborator] will be responsible for the following tasks (list as applicable):

1. Supply each complete protocol and/or amendment to the Investigator at **[Navy Collaborator]** for review. Each protocol will format and information will comply with Navy regulations.
2. The Project Administrator is responsible for data management, preparing reports as requested by **[Navy Collaborator]**, documenting adverse reactions in a timely manner.

3. Chart reviews to be completed to verify pertinent pre-entry examinations. Verify dates of therapy, administration of subsequent doses, and ensure appropriate methods were followed.
4. Verify adherence of protocols. If a protocol deviation occurs, ensure accurate documentation of deviation.
5. Ensure adverse drug reactions are appropriately reported.
6. Verify patient disease status and document. Ensure adequacy of follow-up exams.
7. Drug accountability records. The Protocol Coordinator shall ensure accurate drug inventory at all times. In addition, the Protocol Coordinator will supply drugs as listed in each protocol. Ensure accountability and participant records are accurate.

[Navy Collaborator] and [Non-Navy Collaborator] will be responsible for the following joint tasks:

1. Each facility will ensure annual continuing reviews are conducted through each IRB. Informed consent is approved each year.