**International Collaboration Checklist**

**Foreign Interference and Foreign Relations**

**Introduction**

This checklist assists the University to comply with notification responsibilities to the Minister for Foreign Affairs in relation to foreign arrangements under the *Foreign Relations (State and Territory Arrangements) Act 2020.*

It also prompts the examination of potential foreign interference risks related to your proposed activity. **Foreign interference** occurs when activities are carried out by, or on behalf of a foreign actor, which are coercive, covert, deceptive or corrupting and are contrary to Australia’s sovereignty, values and national interests. The checklist was developed with reference to the *Guidelines to Counter Foreign Interference in the Australian University Sector* (Guidelines) developed by the University Foreign Interference Taskforce to support universities to examine existing tools, assist decision makers to assess the risks from foreign interference and promote greater consistency across the sector.

**Why should you complete this form?**

This checklist has been developed to allow you to assess the possible risks associated with international collaborators on your proposed activity in accordance with the Guidelines.

**Please complete a separate checklist for each international partner and submit to your Dean for approval, copy to governance@une.edu.au.**

Completed checklists once approved by your Dean will be reviewed by Governance and the Executive Principal, Brand Partnerships and Business Development teams as appropriate to confirm approval to proceed.

All form submission data is stored in accordance with [UNE Privacy Management Plan](https://policies.une.edu.au/document/view-current.php?id=130&version=5) and the Records Management Rule.

If you have any questions please contact [governance@une.edu.au](mailto:governance@une.edu.au).

**YOUR DETAILS**

|  |  |
| --- | --- |
| Name: |  |
| Position: |  |
| School/Directorate: |  |
| Email Address: |  |

**PROJECT AND FUNDING DETAILS**

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| --- | --- |
| Project Title: |  |
| Proposed funding scheme (if applicable):  (e.g. ARC Linkage Projects, DFAT COALAR Grant) |  |

**PROPOSED INTERNATIONAL PARTNERS**

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| --- | --- | --- | --- |
| **Name of Partner or Key Contact** | **Name of Organisation** | **Country** | **Are any parties:**   1. **a foreign country or government or** 2. **an agency/department of a foreign country government,** 3. **a foreign province, municipality, state or local council ;** 4. **a government of a foreign province, municipality, state or local council;** 5. **an agency/department of a foreign province, state or local government; or** 6. **a University or college that does not have institutional autonomy because a foreign government is in a position to exercise substantial control over the University?[[1]](#footnote-1)**   **If yes please provide details.** |
| *E.g. Jane Smith* | *E.g. ABC Solutions Inc* | *E.g. USA* |  |
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**RISK ASSESSMENT**

You must answer all questions for each international partner.

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| 1. How did you establish first contact with the potential partners, or how did they establish first contact with you? |  |  |
|  |  | *Provide background information on how you got to know the potential partner. For example, time and setting of your first encounter; how were you approached by the potential partner or vice versa; does the partner have a relevant research background, do you know the potential partner via a formal/ informal channel etc.* |

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| 1. Are you aware of any negative media coverage on the potential partner, their key personnel, or related companies? |  |  |
|  |  | *Please perform a desktop search to highlight any negative media report on the potential partner and to ascertain if the partner and key personnel are reputable? Is there any past or pending criminal or other litigation? Although language barrier may limit search results, a desktop search is an effective method to reveal any significant reputational risk. Key words such as company name, its key staff, parent company and subsidiary should be used to ensure maximum coverage.* |

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| 1. Is there any connection between the potential partner, their key personnel, or related companies and any foreign government, military or political parties? |  |  |
|  |  | *Please perform a desktop search to highlight any link between the potential partner (including its key personnel/subsidiary/parent company) and any foreign government/military. You should also liaise with the potential partner and obtain a yes or no answer. We acknowledge that the potential partner may not always provide a true answer. This question should be answered to the best of your knowledge.* |

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| 1. Does the proposed activity concerns possible actions that may be inconsistent with academic freedoms and values and the University’s interests? |  |  |
|  |  | *Examples may include (without limitation) demands or inducements which may be driven by a foreign political, religious or social agenda, such as to change content, access the University’s information systems, monitor the University’s academic staff, administrators, students or visitors etc.* |

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| 1. Will the proposed collaboration cause an actual, perceived or potential conflict of interest for any UNE staff involved in the collaboration? |  |  |
|  |  | *UNE expects all staff members to act with honesty and integrity, and not to allow any external, personal or financial interests or duties to compromise their obligations, responsibilities and duties to UNE. All conflicts of interest, regardless of their character or level, will be identified, disclosed and managed to uphold this expectation. Refer to the UNE Policy:* [*https://policies.une.edu.au/document/view-current.php?id=1*](https://policies.une.edu.au/document/view-current.php?id=1) *and procedure* [*https://policies.une.edu.au/document/view-current.php?id=2*](https://policies.une.edu.au/document/view-current.php?id=2) |

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| 1. Does the potential partner appear in the Foreign Influence Transparency Scheme Public Register? |  |  |
|  |  | *Refer to:* [*https://www.ag.gov.au/integrity/foreign-influence-transparency-scheme*](https://www.ag.gov.au/integrity/foreign-influence-transparency-scheme) |

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| 1. Does the potential partner appear in the Australian Government Register of Lobbyists? |  |  |
|  |  | *Refer to:* [*https://www.ag.gov.au/integrity/australian-government-register-lobbyists*](https://www.ag.gov.au/integrity/australian-government-register-lobbyists) |

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| 1. Does the potential partner appear in the Australian Autonomous Sanctions Regimes? |  |  |
|  |  | *Refer to:* <https://www.dfat.gov.au/international-relations/security/sanctions/sanctions-regimes> |

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| 1. Does the proposed arrangement relate to the export, supply, publication and/or brokering of controlled goods, software or technology (see the Online Defence Strategic Goods List (DSGL)?) |  |  |
|  |  | *The Defence and Strategic Goods List (DSGL) is the list that specifies the goods, software or technology that is regulated when exported, supplied, brokered or published. A permit is required when exporting, supplying, brokering or publishing DSGL items, unless there is an exemption. Please use your professional knowledge on the proposed activity to determine whether the DSGL applies. Refer to: dsgl.defence.gov.au/Pages/Search.aspx* |

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| 1. Does the proposed arrangement have the potential for current or future military use? |  |  |
|  |  | *There have been reports about technology developed through research collaboration between Australian universities and foreign entities used in a way contrary to Australia’s interest. You are encouraged to highlight any potential military application of the proposed research. We acknowledge that research may have many end-use applications that often cannot be identified in the early stages of development. Please answer this question to the best of your knowledge.* |

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| 1. Does the proposed arrangement involve research or other activities that are particularly sensitive or a target for foreign interference? |  |  |
|  |  | *Examples include (without limitation)* *nationally strategic infrastructure, equipment or technology, such as communications, satellite, surveillance or an activity of a very high commercial value* |

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Your signature Authorised Business Owner (Dean of Faculty or delegate) signature

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Your printed name Printed name

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Title Title

Date: Date

1. If any party is any of these entities, the proposed arrangement will need to be reviewed by Governance prior to signing and reported to the Minister under the Foreign Relations (State and Territories) Act 2020 . [↑](#footnote-ref-1)