

Georgia Institute of Technology, Conflict of Interest Management Office

eCOI Quick Start Guide

Version 1.0

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ACCESSING eCOI

In order to access this online system, you will need a computer that has the ability to connect to the Internet. This system is intended for use with Mozilla Firefox. It works with the most commonly supported browsers, such as Safari, Chrome, and Internet Explorer 8. However, users have experienced functional problems when using Internet Explorer 9. We strongly recommend using Mozilla Firefox. You may download Mozilla Firefox through the following website: <http://www.mozilla.org/en-US/firefox/fx/>

Instructions:

- Open your internet web browser and type or copy/paste the following information into the address bar <https://eCOI.research.gatech.edu>
- Log in to the system by using your Techworks ID and password.

Georgia Tech

Georgia Tech Login Service

CAMPUS MAP DIRECTORIES Search

GT Home GT Login

Login requested by: techworks.psaath.gatech.edu:5943

Enter your GT Account and Password

GT Account:

Password:

Remember me before logging me into other sites.

LOGIN clear

When you are finished using all of your authenticated applications, please log out of this system and exit your browser to ensure you do not leave any of your applications (such as your e-mail) open to other users of this machine.

[I don't know my GT Account](#)

[I don't know my password](#)

For assistance, please contact the [OIT Technology Support Center](#) at 404-894-7173 (Mon-Fri 8am-5:00pm EDT).

[Click here](#) for additional documentation including how to integrate your application with GT Login

A Georgia Tech Username and Password are required to log into the eCOI system.

Georgia Tech usernames and passwords are provided by the Georgia Tech OIT Department to faculty and staff when hired. This should be the same password you use to log into Techworks. If you do not know your username and password, please contact the OIT Helpdesk at 404-894-7173.

WELCOME PAGE

Once you have logged in, you should see the eCOI Welcome Page.

If this is your first time using the application, we highly recommend that you take the time to read this section.

Section Highlights:

- Application usage
- Who has access to this application
- What you will need to get started
- Who has access to your information
- How do I know when my report is complete?
- Required training

Instructions:

- Once you finish reading the welcome page, click on “eCOI Home” in the upper right corner of the page



- *Or*
- You can scroll to the bottom of the page and click on “continue”

Click **Continue** to proceed to your eCOI Home page

CONTINUE





eCOI HOME PAGE

After selecting "eCOI Home" or "continue," you will see your personalized eCOI home page

Section Highlights:

- System notifications and reminders for reports that need to be completed
- My Current External Activities: Lists by company/entity of all your reported external activities and consulting agreements
- My Current Investigator Financial Interest in Research Reports: Lists by title all the research proposals where you are identified as a member of the research team where a potential COI was disclosed on the proposal routing form
- My Management Plans: Lists your active conflict of interest management plans (**if you do not have any managed COIs, this section will be blank**)
- My Monitoring Reports: Has reminders about when your next update on a managed conflict is due (**if you do not have any managed COIs, this section will be blank**)
- My Annual Certification: Provides reminders about when your next certification is due and when the last one was completed



[eCOI Home](#) | [Contact](#) | [Logout](#)

Notifications

- Your new Annual Certification is due 5/17/2012. [Click here to complete](#)

My Current External Activities as of 07/05/2012 (Add New)

Report ID	COI Status	Company / Entity	Anticipated Total Days of Service	Start Date	End Date	Actions
No Current External activities Open						

My Current Investigator Financial Interest in Research Reports as of 07/05/2012

Report ID	COI Status	Research Title	Role	Funding Agency	Form Status	Actions
No Current Financial Interest in Research Reports Open						

My Management Plans as of 07/05/2012

Case#	Title	Funder	Entity	Status	Due Date	Actions
No Management Plans						

My Monitoring Reports as of 07/05/2012

Case#	Title	Funder	Entity	Status	Due Date	Actions
No Monitoring Reports						

My Annual Certification

- Your next Annual Certification is due by 5/17/2012 ([Complete](#))

Welcome, **Angela**
Your last login was on 07/05/2012 at 02:48pm
Annual Certification Due: 5/17/2012

External Activities

[Overview](#)
[Instructions](#)

Proposal Financial Interest in Research Report (Principal Investigators and Research Admins only)

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[Add a new proposal](#)
[Manage my proposals](#)

Investigator Financial Interest in Research Report

[Overview](#)
[Instructions](#)

Annual Certification

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[COI Management Office](#) | [GTRI Ethics and Compliance Office](#) | [Office of Sponsored Programs](#) | [COI Policies](#) | [NIH Policy](#) | [NIH Training](#) | [Federal Acquisition Regulation](#)

REPORTING EXTERNAL ACTIVITIES

Section Highlights:

- Under Georgia Tech policies, all employees are required to seek and obtain approval from their Responsible Unit Official prior to engaging in any personal external relationships with industry or other entities.
- Adding a new External Activity



Instructions:

- From your eCOI Home page, locate the [My Current External Activities](#) section and click on “Add New”

[My Current External Activities as of 06/11/2012 \(Add New\)](#) 

Report ID	COI Status	Company / Entity	Anticipated Total Days of Service	Start Date	End Date	Actions
No Current External activities Open						

- Before beginning an External Activity Report, an information page will appear regarding the External Activity Report form and what you will need to complete it.
- Click “Continue” to begin the External Activity Report.



[eCOI Home](#) | [Admin Home](#) | [COIC Meeting Home](#) | [Contact](#) | [Logout](#)

Name: Sumathi Harihar
Organization: GTRI-Enterprise Systems
Telephone Number:
Email: abosumathi.krishnan@gtri.gatech.edu

Why Must I Complete This Form?

Under Georgia Tech policies, employees are required to seek and obtain approval from the [Responsible Unit Official](#) prior to engaging in any personal external relationships with industry or other entities. The purpose of the policy is to ensure that any actual or potential conflict of interest is resolved and to assure that the arrangement does not interfere with the employee's duties and [Institute obligations](#).

What does not have to be reported?

Traditional academic activities that usually are not reported include:


- Invited lectures at another academic institution in which the honorarium, if any, is paid by the academic institution.
- Serving as a peer reviewer for tenure, manuscripts, departmental review at other institutions, and other such academic review activities.
- Invited presentations by academic professional associations and societies at their formal meetings and conferences in which the honorarium, if any, is paid by the professional society, or chapters or articles for which an honorarium is paid (see document)
- Serving on a government advisory panel or a grant review body, such as NIH, NEA, NSF, etc.

What Do I Need to Complete This Form?

You should have a copy of the agreement with the external entity. This form asks questions that you must answer regarding your remuneration, time period of activities, the scope of activities, and whether the activities or entity for which you are providing services are related to your [Institute obligations](#).

What Happens After I Complete This Form?

The information is kept in a database and a summary is sent to [Responsible Unit Official](#) for approval. If your remuneration reaches a certain threshold and the company or activity is related to your research, the information is forwarded for review by the Conflict of Interest Management Office and/or GTRI's Ethics and Compliance Office, if applicable. The information is also reported, in summary form, on the Annual Report and on your Investigator Financial Interest Related to Research Reports. Any changes to the information provided must be reported within five business days.



- Click on **Save** if you are unable to complete this report in one session.
- Click on **Cancel** if you do not want to save this report.
- Click on **Continue** to advance to the next section of the form if no actions are necessary.

[COI Management Office](#) | [GTRI Ethics and Compliance Office](#) | [Office of Sponsored Programs](#) | [COI Policies](#) | [NIH Policy](#) | [NIH Training](#) | [Federal Acquisition Regulation](#)

REPORTING EXTERNAL ACTIVITIES

- To complete an External Activity Report, you are required to answer every question on the next several pages and, when prompted, type in your name to certify the report is accurate and complete.



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Name: Sumathi Harihar
Organization: GTRI-Enterprise Systems

Telephone Number:
Email: abcsumathi.krishnan@gtri.gatech.edu

1.0 External Activity Report

[Report Overview](#) | [Report Instructions](#)

ID#: E17662

1. Enter the name of the company/entity that is the subject of this report. In the box below, type the first letters of the company's name until the correct name appears. If the company/entity is not on the list, you may type in the full legal name of the company/entity.

↳ Is this a not-for-profit entity or a for-profit entity?

Not-for-profit For-profit

2. Is this a startup/faculty/staff-owned company/entity?

Yes No

3. Check all of the external service(s) or activity(ies) that you provide, or propose to provide, to this company/entity:

- Consulting
- Scientific/Medical Advisory Board
- Speaker
- Board of Directors/Officer/Manager
- Expert Witness/Legal Consulting
- Data Monitoring Committee/Board
- Confidentiality/Non Disclosure Agreement
- Executive Education
- Other

4. Is this company/entity related in any way to current or proposed research in which you are involved?

Yes No

5. Do you have an ownership interest in this company/entity, for example, stock options, etc.? Do not include mutual funds.

Yes No

6. Are you an inventor of technology that is owned, licensed to, or is the subject of licensing negotiations with this company/entity?

Yes No

7. Do you approve or participate in decisions to approve the purchase of products or services from this company/entity?

Yes No

8. Have you or your lab, division, or department received a gift (e.g., funds, equipment, services, products, entertainment, meals, travel, etc.) from this company/entity in the previous 12 months, or do you anticipate receipt of a gift from this company/entity in the next 12 months?

Yes No

INITIATING A PROPOSAL FINANCIAL INTEREST IN RESEARCH REPORT

Section Highlights:

- This form identifies the Investigators (individuals responsible for the design, conduct, or reporting of research) on a research project who must complete the Investigator Financial Interest in Research Report.
- Adding a new Proposal Financial Interest in Research Report.

Instructions:

- From your eCOI Home page, add a new Proposal by clicking on “Add a New Proposal,” located in the right navigation menu midway down the page

Welcome, **Angela**
Your last login was on 06/11/2012 at 03:47pm
Annual Certification Due: 5/17/2012

External Activities
[Overview](#)
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Proposal Financial Interest in Research Report (Principal Investigators and Research Admins only)
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[Manage my proposals](#)

Investigator Financial Interest in Research Report
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INITIATING A PROPOSAL FINANCIAL INTEREST IN RESEARCH REPORT

Instructions:

- Before beginning the Proposal Financial Interest in Research Report, a page will appear with information regarding the form and why you will need to complete it.
- Click “Continue” to begin the External Activity Report.



Name: Angela Steltzer
Organization: GTRC

Telephone Number: 404/385-3845
Email: abcangela.steltzer@gtrc.gatech.edu

Why Must I Submit This Report?

The Proposal Financial Interest in Research Report is the first step in the process for initiating an Investigator Financial Interest in Research Report and assisting with the reporting of any Significant Financial Interests related to specific research projects. The research proposal's Research Administrator and Lead Principal Investigator are the only individuals authorized to submit a Proposal Financial Interest in Research Report.

- Be prepared to enter information about the research proposal's primary investigators and any research team members who are responsible for the design, conduct, or reporting of the research.
- Any person whose biographical sketch is included in the proposal and any person whose name appears in the budget is considered a research team member.
- Be prepared to enter information about the sponsor of the research proposal.
- Be prepared to enter the Georgia Tech Institutional Review Board protocol identification number(s) (IRB#), if applicable.
- Be prepared to enter the Georgia Tech PeopleSoft (P/S) Sponsored Program number(s) (OSP#), if applicable.
- Be prepared to enter the Georgia Tech Institutional Animal Care and Use Committee identification number(s) (IACUC#), if applicable.

What Happens After I Submit This Form?

Upon completion of the Proposal Financial Interest in Research Report:

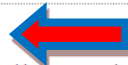
- Each Georgia Tech research team member will be sent an email instructing them to complete their Investigator Financial Interest in Research Report.
- The Research Administrator and the Lead Principal Investigator can check the submission status of each team member's Investigator Financial Interest in Research Report by clicking on "Manage my proposals" link on the right-hand menu on the eCOI Home page.
- Funds may not be released until Georgia Tech has all Investigator Financial Interest in Research Reports associated with a proposal on file and any conflicts have been managed, reduced, or eliminated.

SAVE

SAVE & CLOSE

CANCEL

CONTINUE





- Click on **Save** if you are unable to complete this report in one session.
- Click on **Cancel** if you do not want to save this report.
- Click on **Continue** to advance to the next section of the form if no actions are necessary.

[COI Management Office](#) | [GTRI Ethics and Compliance Office](#) | [Office of Sponsored Programs](#) | [COI Policies](#) | [NIH Policy](#) | [NIH Training](#) | [Federal Acquisition Regulation](#)

INITIATING A PROPOSAL FINANCIAL INTEREST IN RESEARCH REPORT

Instructions:

- Answer all of the questions. Each research team member you add under question #10 will receive an email notification to complete an Investigator Financial Interest in Research Report



Name: Angela Steltzer
Organization: GTRC

Telephone Number: 404/385-3645
Email: aboangela.steltzer@grc.gatech.edu

Proposal Financial Interest in Research Report

ID#: F20871-00
Prepared by: Angela Steltzer

[Report Overview](#) | [Report Instructions](#)

Note: Once you have submitted this report, if you need to Add or Remove Research Team members, you can do so by going to **Manage my proposals** link on the right-hand menu on the eCOI Home page and clicking on **Amend** link for this report in the "Proposal Actions" column. IRB, OSP, and IACUC information that you enter on this report **WILL NOT** automatically update this report when you make amendments within the IRB, OSP, or IACUC systems. Please remember to update this report when you make changes in other paper and electronic systems.

1. Lead Principal Investigator (you will be able to add more Investigators and research team members at the bottom of this page):

Steltzer, Jeffrey (abojeff.steltzer@grc.gatech.edu) [Remove](#)

ADD PRINCIPAL INVESTIGATOR

2. In addition to yourself, please select another person (proxy) Internal to Georgia Tech to act as the Research Administrator for this proposal. This person will have the same proposal monitoring access as you in the event you are not available. (Optional):

ADD PERSON

3. Title of Research Proposal:

4. Sponsor of Proposal:

5. Is this research supported by any internal funds?

Yes No

6. Are human subjects involved in this research?

Yes No

7. IRB# (if available):

[Add Another](#) [Remove](#)

8. IACUC# (if available):

[Add Another](#) [Remove](#)

9. OSP# (if available):

[Add Another](#) [Remove](#)

10. Research Team:

Please add research team members who contribute to the design, conduct, or reporting of the research. Include staff, fellows, residents, and students, any person whose biographical sketch is included in the proposal, and any person whose name appears in the budget.

Name	Organization	Role	Email	Internal to Georgia Tech	Action
Steltzer, Jeffrey	GTRC	PI	abojeff.steltzer@grc.gatech.edu	Yes	--

ADD MORE MEMBERS

11. Please enter the due date by which the Research Team members must complete their Investigator Financial Interest in Research Report(s):

BACK **SAVE** **SAVE & CLOSE** **CANCEL** **SUBMIT**

COMPLETING AN INVESTIGATOR FINANCIAL INTEREST IN RESEARCH REPORT

Section Highlights:

- The purpose of this form is to report Financial Interests related to research. Investigators who have financial interests related to a proposal must complete this form prior to submitting a grant or contract to the Office of Sponsored Programs

Instructions:

- From your eCOI Home page, locate My Current Investigator Financial Interest in Research Reports section, and click on “complete” in the action column located on the right side of the table

My Current Investigator Financial Interest in Research Reports as of 07/05/2012

Report ID	COI Status	Research Title	Role	Funding Agency	Form Status	Actions
F20871-01	Pending Completion	Design the eCOI Guide	PI	COI Office	Pending Completion	Complete Remove Details




OR

- You may click on the “click here to complete” section located within the notifications section at the top of your eCOI Home page



Notifications

- The Investigator Financial Interest in Research Report for *Design the eCOI Guide* is pending completion. [Click here to complete](#)
- Your new Annual Certification is due 5/17/2012. [Click here to complete](#)



COMPLETING AN INVESTIGATOR FINANCIAL INTEREST IN RESEARCH REPORT

- After clicking on “Complete,” you be directed to an instructions page. Click “Continue” at the bottom of the page to get to your Investigator Financial Interest in Research Report



electronic Conflict of Interest

[eCOI Home](#) | [Admin Home](#) | [COIC Meeting Home](#) | [Contact](#) | [Logout](#)

Name: Jeffrey Steltzer
Organization: GTRC

Telephone Number: 404/894-6925
Email: abjeffsteltzer@gtrc.gatech.edu

Why Should I Complete this Form?

Under the federal regulations and Georgia Tech policy, *Investigators* are required to report any Significant Financial Interests related to specific research projects. The purpose of the regulations and the policy is to ensure objectivity in research and resolve any real or perceived financial conflicts of interest that an *Investigator* may have with the research.

Who Must Complete this Form?

The federal regulations define *Investigator* broadly. *Primary Investigators* and any research staff member who is responsible for the design, conduct, or reporting of the research must complete the form. At a minimum, this includes:

- Any person whose biographical sketch is included in the proposal; and/or
- Any person whose name appears in the budget.

What Must be Reported?

Georgia Tech Office of Sponsored Programs cannot release any funding on a project until Georgia Tech has on file all Investigator Financial Interest in Research Reports associated with a proposal. *Investigators* seeking external research support must disclose all Significant Financial Interests that would reasonably appear to affect or be affected by the research on which the *Investigator* is working and Significant Financial Interests in any entity whose financial interests would reasonably appear to affect or be affected by the research. Such interests may include any compensation (e.g., fees, honoraria, royalties) from, or ownership interests in:

- Sponsors of the project;
- Businesses that make or distribute products/services used in the research or competitors of such businesses;
- Businesses developing a product that the research is intended to evaluate or further develop; and/or
- Any party whose financial interests would seem to be directly and significantly affected by the research.

Additionally, proprietary interests (patent or copyright) related to the research must be disclosed.


What Does NOT Need to be Reported?

An *Investigator* must report any Significant Financial Interest that may reasonably appear to affect or be affected by the actual or proposed research project on which the *Investigator* is working. In making this determination, the *Investigator* DOES NOT have to report the following items:

- (a) Any salary or other payments for services that Georgia Tech pays to the *Investigator*.
- (b) Salary or other compensation, which, when aggregated currently and over the next 12 months for the *Investigator* and his/her spouse or domestic partner and dependent children is less than \$5,000. HOWEVER, if the *Investigator's* research can affect the amount of compensation that the *Investigator* receives, then the *Investigator* must report ANY amount of such compensation.
- (c) Any gifts to Georgia Tech, so long as the *Investigator* does not have signing authority on the Georgia Tech account into which the gift is placed or the gift does not benefit the *Investigator's* research activities.
- (d) Any payments the *Investigator* gets from non-promotional educational seminars, lectures or teaching engagements that are sponsored and paid for by a governmental entity or by a non-profit entity that is not controlled by or under contract to a commercial entity. For example, income from a non-profit speakers' bureau that is paying a speaking fee pursuant to a contract with a for-profit company would have to be reported.
- (e) Any payments for serving on advisory committees or review panels that are established and paid for by a governmental entity or a non-profit entity that is not controlled by or under contract to a commercial entity.
- (f) Any equity or ownership interest that an *Investigator* has in a publicly traded company (i.e., a company whose stock is traded on a stock exchange such as the NYSE or NASDAQ), excluding mutual funds, that is less than \$5,000 in value. Value shall be determined by looking at public prices or at other reasonable measures of fair market value. In determining whether an interest is more than \$5,000, the *Investigator's* interest shall be aggregated with any interest that his/her spouse or domestic partner and dependent children have.

What Happens after I Submit this Form?

The form is automatically submitted to the COI Management Office and/or GTRI's Ethics and Compliance Office. They will review the information that you submitted and, if necessary, forward it to the Georgia Tech Conflict of Interest Committee in order to determine whether a Financial Conflict of Interest exists. If the Committee determines that you have a Financial Conflict of Interest, they will develop a plan to manage, reduce, or eliminate the conflict of interest.

SAVE SAVE & CLOSE CANCEL CONTINUE 

- Click on **Save** if you are unable to complete this report in one session.
- Click on **Cancel** if you do not want to save this report.
- Click on **Continue** to advance to the next section of the form if no actions are necessary.

[COI Management Office](#) | [GTRI Ethics and Compliance Office](#) | [Office of Sponsored Programs](#) | [COI Policies](#) | [NIH Policy](#) | [NIH Training](#) | [Federal Acquisition Regulation](#)

COMPLETING AN INVESTIGATOR FINANCIAL INTEREST IN RESEARCH REPORT

- At the top of the Investigator Financial Interest in Research Report, you will see all of the external activities that you previously reported. This is only for your reference as you are completing the form. If you have no external activities, none will be listed.
- Answer each question and certify the form to complete your Investigator Financial Interest in Research Report

Your Financial Interest in Research Report

Instructions: This report must be completed by every investigator, at the time of proposal submission. Investigator includes the principal investigator and any members of the research team engaged in the design, conduct, or reporting of the research. **At a minimum, an Individual Financial Interest in Research Report must be provided for any person whose biographical sketch is included in the proposal. This includes collaborators, consultants and/or other significant contributors, and/or any person whose name appears in the budget, whether or not salary support is requested.**

The words "you" and "your" are inclusive of both you individually and Family Member(s) (e.g. spouse, domestic partner, and minor dependent). Answer the questions on this form to accurately reflect the past 12 months or the next 12 months of your financial interests in this research excluding salary, grant support, and other payments for services from Georgia Tech. You are required to amend this report if the terms of your financial interests in research or activity changes.

Note: Funds may not be released until Georgia Tech has all Individual Investigator Reports of Financial Interests in Research associated with a proposal on file and any conflicts have been managed, reduced, or eliminated.

1. Have you received, or will you, your spouse, domestic partner, or minor dependents receive, compensation from a company/entity, including salary, consulting fees, or honoraria related to this research? (Do not include salary, grant support, and other payments for services from Georgia Tech.)
 Yes No
2. Have you received, or will you, your spouse, domestic partner, or minor dependents receive, royalty or licensing payments from a company/entity related to this research?
 Yes No
3. Do you have, or will you, your spouse, domestic partner, or minor dependents have, any intellectual property rights or royalties from such rights whose value may be affected by the outcome of this research, including royalties under any royalty-sharing agreements involving the Institute?
 Yes No
4. Have you received, or will you, your spouse, domestic partner, or minor dependents receive, gifts/benefits, including reimbursed or sponsored travel, from a company/entity related to this research?
 Yes No
5. Do you have, or will you, your spouse, domestic partner, or minor dependents have, equity or ownership interest (including stock options) in a public or private company/entity related to this research?
 Yes No
6. Are you, or will you, your spouse, domestic partner, or minor dependents be, a director, officer, partner, trustee, employee, or in any other type of management position with a company/entity related to this research?
 Yes No
7. Have you, or your spouse, domestic partner, or minor dependents received in the past 12 months, or do you anticipate receiving in the next 12 months, any combination of remuneration, fees, royalties, or honoraria that exceeds \$5,000 when aggregated, from a company/entity whose products or services are used or studied in this research or who are developing products or services that this research is intended to study or evaluate?
 Yes No
8. Have you, or will you, your spouse, domestic partner, or minor dependents receive any compensation whose value could be affected by the outcome of this research (excluding compensation paid from the research grant)?
 Yes No
9. By submitting this form, I { enter name here } _____, certify that:
 - The above information is submitted by me, not a proxy or surrogate, and is true and complete to the best of my knowledge and understanding.
 - I am the person named at the top of the page.
 - I have completed the NIH Training related to Financial Conflict of Interest within the last four years.
 - In submitting this form I affirm that the above information is true to the best of my knowledge and I certify that I have read and understood the Conflict of Interest and Outside Professional Activity Policy as set forth in the Georgia Institute of Technology Faculty Handbook, that I have made all required disclosures, and that I will comply with any conditions or restrictions imposed by the Institute to manage, reduce or eliminate conflicts of interest.

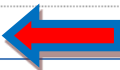
BACK

SAVE

SAVE & CLOSE

CANCEL

CERTIFY



COMPLETING AN ANNUAL CERTIFICATION

Section Highlights:

- Completing an Annual Certification report

Instructions:

- From your eCOI Home page, complete your [Annual Certification](#) by clicking on “Complete a New Annual Certification,” located in the right navigation menu near the bottom of the page

Welcome, **Angela**

Your last login was on 06/11/2012 at
03:49pm

Annual Certification Due: 5/17/2012

External Activities

[Overview](#)

[Instructions](#)

Proposal Financial Interest in Research Report (Principal Investigators and Research Admins only)

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[Add a new proposal](#)

[Manage my proposals](#)

Investigator Financial Interest in Research Report

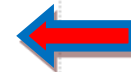
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COMPLETING AN ANNUAL CERTIFICATION

- To complete the Annual Certification, review each section, update as necessary, and answer every question.
- When completed, you will see a summary of your answers.
- At the end of the section, when prompted, type in your name to certify the report is accurate and complete.

By submitting this form, I { enter name here } _____, certify (please check each box to confirm your affirmative response to each statement):

- The above information is submitted by me, not a proxy or surrogate, and my electronic signature above certifies that.
- The above information is true to the best of my knowledge.
- I understand that I have an obligation to inform the COI Management Office and/or GTRI's Ethics and Compliance Office in writing if my answers to any of the above questions change during the year.
- I agree to comply with [Georgia Tech's](#) policies and procedures related to Conflict of Interest and annual certification requirements.

NEED ADDITIONAL HELP?

Contact Information

Georgia Tech Conflict of Interest Management Office:

505 10th St NW
Atlanta, GA 30332

Phone: (404) 894-4819

Fax: (404) 385-2078

Email: COI@gatech.edu

Website: <http://www.industry.gatech.edu/innovators-entrepreneurs/conflict-of-interest>

GTRI Ethics and Compliance Office:

250 14th St NW
Atlanta, GA 30332

Phone: (404) 407-6972

Fax: (404) 385-2078

Email: Terry.Bridges@qtri.gatech.edu

Website: <https://webwise.qtri.gatech.edu/ecp>