

INAMORI INTERNATIONAL CENTER FOR ETHICS AND EXCELLENCE

STATEMENT OF RESPONSIBILITY for Domestic Travel

I, _____, have been granted funding for an ethics research, project, and/or educational experience. In return for this support, I promise to abide by the following Statement of Responsibility:

- 1) **University Policies and Responsible Behavior:** I recognize that while traveling, I am expected to comply with Case Western Reserve's policies and procedures including but not limited to its academic integrity and institutional research policies. I understand that while traveling, I represent Case Western Reserve University and the Inamori International Center for Ethics and Excellence, and I am expected to conduct myself in a professional and responsible manner.
- 2) **National Laws:** I have reviewed and understand, and agree to abide by all laws while traveling. I understand I need to be sensitive to the social mores of the communities. I also understand I am subject to the disciplinary laws, codes, and processes of that community, institution, and program. I understand that any violation of those laws, codes and/or processes may lead to discipline by the host institution and/or judicial action by the state. I also understand that those violations may lead to discipline by Case Western Reserve University and/or Office of Research Administration (ORA) and/or Academic Integrity Board action. I also recognize that the public safety personnel in other regions may not provide a level of personal security comparable to that of the Cleveland, Ohio. I understand that Case Western Reserve and Inamori International Center for Ethics and Excellence are not responsible for representing me before any courts but instead I will be responsible for my own legal representation to the extent such becomes necessary.
- 3) **Complaint Procedure:** I understand that I may utilize the applicable Complaint procedures set forth in the Handbook(s) for the School in which I am enrolled. I understand that I may make this complaint with several different individuals/offices at Case Western Reserve depending upon who is most readily available. In addition to any faculty members and/or staff involved with the research and/or project, this also includes individuals in the Office of Student Affairs, Office of Counsel, Dean's Office of the School in which I am enrolled, and/or the Director of the Inamori International Center for Ethics and Excellence. I understand that while I may make such a complaint, neither Case Western Reserve nor the Inamori Center assume responsibility for the actions of third parties which occur as a result of such travels and that Case Western Reserve and Inamori Center may have no ability to control or prevent such actions.
- 4) **Health:** I understand I will be responsible for my own health maintenance. In the event of a serious illness, accident, or emergency, I will inform the School in which I am enrolled and/or the Inamori Center so that assistance may be secured and so that my designated emergency contact may be notified.

My contact person is:

Name: _____
Telephone: _____

Cell #: _____

I have the following allergies and/or special medical needs: _____

My primary care physician is:

Name: _____ Telephone #: _____
Address: _____

I understand that students are required to have appropriate health insurance as a condition of participating in the research and/or project. I understand that if I am already on Case Western Reserve's student medical plan, I will be covered under that plan while traveling within the United States. I understand that this includes medical evacuation under certain limited circumstances and kidnap insurance under certain limited circumstances. I also understand that if I am not on Case Western Reserve's student medical plan, Case Western Reserve is still providing medical insurance for me while abroad with limits that I have reviewed and understand. In certain instances, including non-emergency medical situation, I understand I may be required and be responsible for pre-paying for medical care and/or related costs. I understand my contact for more information on this matter is Wells Fargo, (304) 340-0253, the Third-Party Administrator for the student plan, from the hours of 7:00 a.m. to 7:00 p.m. EST, (if after hours there is a voice automated messaging system or try calling (800) 624-8605). I understand I will have to present a certification that I am on the student plan to the Inamori Center.

I understand I will be responsible for all medical costs not reimbursed by insurance and that Case Western Reserve and Inamori Center do not assume any responsibility with respect to any medical care and/or treatment I receive while in the host country.

- 5) **Travel:** Case Western Reserve or the Inamori International Center for Ethics and Excellence may make changes to the program itinerary, including cancellation, at any time and for any reason. I will be responsible for any loss due to such cancellation or change. Case Western Reserve and Inamori Center are not responsible for penalties assessed by air carriers or any other associated costs based on operational and/or itinerary changes. Case Western Reserve and Inamori Center may substitute hotel accommodations or housing at any time. Specific room and housing assignments are within Case Western Reserve's sole discretion. Neither Case Western Reserve, nor Inamori Center, assume responsibility for the condition of any housing accommodations, and are not liable for any injuries or damages arising there from.

I must confirm departure and arrival times and locations with the Inamori International Center for Ethics and Excellence. I understand that I am responsible for getting myself to the airport one (1) hour before departure unless otherwise assigned a transportation pick-up arranged by the Inamori Center. I am responsible for my own personal belongings and that my property is transported at my risk. Case Western Reserve and Inamori Center are not responsible for travel delays or lost property.

- 6) **Spouses/Partners and Children:** Case Western Reserve and Inamori International Center for Ethics and Excellence are not responsible for providing support for accompanying non-participants (i.e., spouses/partners and children) when such accompaniment is permitted. I am responsible for obtaining medical insurance for any accompanying non-participants. Such persons

cannot participate in research activities. If such a person disrupts the research, it may be grounds for my dismissal.

- 7) **Waiver:** In the case of an emergency in which I cannot be reached, I authorize the release of information concerning my welfare and whereabouts to Case Western Reserve and the Inamori International Center for Ethics and Excellence. In authorizing this release of information, I hereby waive 5 United States Code Section 522 (b) (8).
- 8) I am responsible for bringing my ATM and credit cards (as needed) and medical insurance information with me.
- 9) **Release:** In consideration for the opportunity to participate in the international research, I hereby release and forever discharge Case Western Reserve and its trustees, officers, employees, and agents, and Inamori International Center for Ethics and Excellence from all legal claims for injuries, damages, or losses of any kind, which may arise out of my participation in this research.
- 10) **Governing Law:** I understand that any dispute arising from this Statement will be determined according to Ohio Law.

Signature

Date

CASE WESTERN RESERVE UNIVERSITY
and
INAMORI INTERNATIONAL CENTER for ETHICS and EXCELLENCE

POLICY of CONDUCT
WHILE PERFORMING DEOMESTIC RESEARCH,
PROJECTS, and/or EDUCATIONAL EXPERIENCE

This policy applies to all participants involved in research, projects, and/or educational experience affiliated with and/or gifted by the Inamori International Center for Ethics and Excellence. While traveling, such persons are also expected to comply with Case Western Reserve University's policies and procedures, including but not limited to its academic integrity policies. Persons who violate policies may be subject to discipline through the appropriate internal University process and/or subject to Office of Research Administration (ORA) and/or Academic Integrity Board action. Such persons may also be subject to discipline and/or other judicial action by the state in which actions occurred. Any person traveling and involved with that research, project, and/or educational experience represents the University and is expected to conduct him or herself in a professional and responsible manner.