

Institution's Training of Individuals for COI & COC

All [Individuals](#) at the Institution are encouraged to take the Institution's [training*](#) every 4 years.

The Institution's [training*](#) every 4 years is *required* by the following [Individuals](#):

Principal Investigators -(Includes Scientists, Senior Technical Staff, and any other Individual named as a Principal Investigator on a proposal, contract or an award.)

Any [Individual](#) who is involved in the design, conduct or reporting of proposed or awarded research from a [Public Health Services Agency \(e.g., NIH\)](#).

Department and Centers:

All Administrators and Administrative Professionals

Directorate - all members

All Directors and staff of the following:

President and Director's Office

Director of Research Office

Communications

Development

Finance & Accounting

Grants and Contract Services

Human Resources

Procurement

Office of Technology Transfer

Directors of

Environmental Health & Safety

Facilities and Services

Information Services

Administrative staff of Marine Operations

All members of ACECS

The Institution's [training*](#) is also required immediately under the designated circumstances.

- The Institution changes the Conflict of Interest and Conflict of Commitment policies in a manner that affects an [Individual](#)'s requirements.
- A Principal Investigator is new to the Institution.
- The Institution finds that an [Individual](#) is not in compliance with the Institution's Financial Conflict of Interest policy or management plan.

*Instructions to register for COI training- Individuals

- a) with WHOI email (and LDAP password)
<http://www.whoiedu/fileserver.do?id=226264&pt=2&p=30326>

- b) without WHOI email (and LDAP password).
<http://www.whoiedu/fileserver.do?id=226284&pt=2&p=30326>