

REGULATIONS OF THE INSTITUTE OF BIOTECHNOLOGY AT THE UNIVERSITY OF HELSINKI

Section 1 Mission of the Institute of Biotechnology

The Institute of Biotechnology is an independent research and educational institute of the University of the Helsinki. The Institute's mission is as follows:

1. to conduct research in and provide services related to biotechnology, molecular biology and their associated disciplines;
2. to develop and maintain international relations in the fields it represents;
3. to engage in and promote cooperation with other research units, universities and industry in the fields it represents;
4. to promote and provide education in the fields it represents.

Section 2 Organisation of research

Research at the Institute of Biotechnology is organised mainly in the form of research programmes which include one or more research groups. The Institute also has service units which support its research activities. The Institute may also operate joint research programmes and units with departments of the University as well as with other universities, institutes and organisations. The administration of these is, where necessary, provided for separately.

Section 3 The Board

The Institute of Biotechnology has a Board appointed by the Rector for a term of four years.

The Board comprises nine members, each of whom has a personal deputy. Two members must be chosen from amongst the Institute's staff.

The Rector appoints the chair of the Board. The Board elects a vice chair from amongst its members.

Section 4 Duties of the Board

The duties of the Board are as follows:

- 1) to deal with the target programme as well as the human resources policy and budget contained in it;
- 2) to approve the annual report;
- 3) to propose to the Rector the appointment of the Director of the Institute and to appoint a Deputy Director for the relevant term of office;
- 4) to approve the Institute's Rules of Procedure
- 5) to approve the pricing of the Institute's services and to resolve matters referred to it by the Director on account of their importance or far-reaching nature.

The Board may consult experts when attending to its duties.

Section 5 The Director

The duties of the Director are as follows:

- 1) to be responsible for the development of the Institute and for the implementation of the University's strategic plan at the Institute;
- 2) to be responsible for the Institute's finances, performance and efficiency;
- 3) to be responsible for the implementation of the University's human resources policy at the Institute and to serve as the Institute's head of human resources;
- 4) to prepare the target programme as well as the human resources policy and budget contained in it, and to negotiate funding with the Rector;
- 5) to participate in the Institute's scientific activities;
- 6) to be responsible for the preparation, presentation and implementation of decisions taken by the Board as well as the preparation of matters to be discussed by the Consultative Committee and the Scientific Advisory Board;
- 7) to decide on the engagement of a research group or project at the Institute and to confirm the appointment of the principal investigator of a new research group, project or network at the Institute;
- 8) to attend to other duties specified in the Institute's Regulations and Rules of Procedure.

Section 6 The Consultative Committee

The Consultative Committee shall, as necessary, promote cooperation between the Institute and parties connected with its activities.

The Rector of the University invites, on the proposal of the Board, a maximum of 15 members to serve on the Consultative Committee for a term of four years at a time.

The Committee convenes at the invitation of the Institute's Director.

Section 7 The Scientific Advisory Board

The Scientific Advisory Board shall promote the Institute's scientific activities, and its duties are as follows:

- 1) to issue a statement on the qualifications of applicants for the positions of Director and Research Director;
- 2) to evaluate the Institute's research and research programmes;
- 3) to formulate initiatives and provide statements on the Institute's research activities.

The Scientific Advisory Board comprises a minimum of six and a maximum of ten internationally distinguished researchers in the scientific fields represented by the

Institute. The Scientific Advisory Board is appointed by the Rector, on the proposal of the Board, for four years at a time.

Section 8
Further provisions

The term of office of the Board is four years; however, the term of office of the first Board appointed under these regulations will end on 31 March 2014.

Approved by the Board of the University of Helsinki on 22 April 2010.