ANU COSTING & PRICING TOOL V2.0 (October 2016 Launch)

Certification Workflow

1. **Draft Project**
   - Submit by Lead Chief Investigator
   - Pushback to Lead Chief Investigator
   - Pushback to Research Administrator

2. **Review by Research Administrator**
   - Does Profile require other reviewers?
     - **YES**
       - Review by Finance Administrator
       - Review by Local Administrator
       - Review by Academic Reviewer
       - Review by Supplementary Reviewer

3. **Inclusion of one or more Reviewers dependent upon Profile**
   - Review by Finance Administrator
   - Review by Local Administrator
   - Review by Academic Reviewer
   - Review by Supplementary Reviewer

4. **Does Profile require other reviewers?**
   - **NO**
     - **YES**
       - Review by Academic Director
       - Review by Academic Dean
       - Review by Director Research Services
       - Review by University Executive

5. **Approval or Not Approval by**
   - Academic Director
   - Academic Dean
   - Director Research Services
   - University Executive

6. **Certification Workflow Profile is allocated based on Project Location. The Profile assigns relevant questions to specific roles**

7. **Inclusion of Additional Reviewers is dependent upon Authorised Delegate selected by Research Administrator e.g. if Academic Dean is Delegate Approver then Academic Director becomes Additional Reviewer**

8. **Status**: DRAFT
   - Edit: LCI, assigned Co-Investigators, assigned Project Support, All Research Administrators, All Finance Administrators
   - Functions: Costing, Attachments, Project Overview, Waiver Status

9. **Status**: Submitted by LCI
   - Edit: Waiver status, Add documents
   - Functions: None.

10. **Status**: Reviewed or Pushback to LCI
    - Edit: Waiver status, Add documents
    - Functions: Select Delegate Approver, Select Additional reviewers, Add ARIES ID

11. **Status**: Pushback to RA
    - Edit: None.
    - Functions: Answer assigned questions.

12. **Status**: Pushback to RA or LCI or Pushback to RA
    - Edit: None.
    - Functions: Comment.

13. **Status**: Reviewed or Pushback to LCI or Pushback to RA
    - Edit: None.
    - Functions: Comment.

14. **Status**: Pushback to RA, Approved or Not Approved
    - Edit: None.
    - Functions: Comment.

The Australian National University  Wednesday, July 13, 2016