

## **Imperial College Union**

### **CODE OF PRACTICE**

A note by the President

#### **Introduction**

The Code of Practice (CoP) is a document which formalises the relationship between Imperial College Union and Imperial College. The main part of the CoP was revised and agreed last year leaving work to be done on the annexes to the main document.

#### **CoP Annexes - The state of play**

- Annex A – Complete
- Annex B – Updated from old Memorandum of Understanding (MoU).
- Annex C – Updated from old MoU.
- Annex D – The Secretariat has not identified any policies which we must adhere to that are not already covered in the CoP and other annexes.
- Annex E – Complete
- Annex F – Complete
- Annex G – HR Division Service Level Agreement
- Annex H – Complete
- Annex I – The Union is not yet in a position to negotiate a SLA with the Finance Division.
- Annex J – Estates Matters Service Level Agreement and Space Allocated to Imperial College Union
- Annex K – ICT Service Level Agreement

#### **What we are considering**

Annexes B and C have been updated from the old MoU. Text that is no longer relevant has been removed and nothing new has been agreed.

Annexes G, J and K have been agreed with the relevant support services.

The list of rooms that we use has also been updated from the old MoU to reflect the reality of 2008.

#### **Decision Required**

1. To approve annexes B, C, G, J and K of the Code of Practice.