



**Team Leader  
Deputy Team Leader**

## Appointment of a Team Leader and Deputy Team Leader from an Institution collaborating in an Experiment or Project

This appointment form implements the instructions set out in the document “**Responsibilities of the Home Institution, the CERN Team Leader and the Safety Correspondent**”, regarding the Team Leader and the Deputy Team Leader(s).

[http://usersoffice.web.cern.ch/sites/usersoffice.web.cern.ch/files/pdf/Home\\_Inst\\_CERN\\_TL\\_SC\\_Responsibilities.pdf](http://usersoffice.web.cern.ch/sites/usersoffice.web.cern.ch/files/pdf/Home_Inst_CERN_TL_SC_Responsibilities.pdf) hereinafter “the document”.

To be completed by an authorized representative of the institution collaborating in an experiment or project

Experiment/Project	.....		
Institution	.....		
	Full name (name as used for scientific publications)		
	Town	Country	
Authorised representative	Name	First name	
	Position held in the Institution (e.g. Head of Department/Head of Administration)		
	I acknowledge the Institutes' responsibilities and the responsibilities of the Team Leader and the deputies, as described in the document, and hereby appoint the person(s) mentioned below to act on behalf of the Institution in the indicated roles. If applicable, this appointment cancels and replaces any previous appointments.		
	Date	Signature of the representative	

<b>Team Leader*</b>	Start Date: .....		
	Name	First name	CERN Id
	I acknowledge the responsibilities of the Team Leader as described in the document, and agree to fulfil them to the best of my abilities.		
	Date	Signature of the Team Leader	

<b>1<sup>st</sup> Deputy Team Leader*</b>	Start Date: .....		
	Name	First name	CERN Id
	I acknowledge the responsibilities of the Deputy Team Leader as described in the document, and agree to fulfil them to the best of my abilities.		
	Date	Signature of the 1 <sup>st</sup> Deputy Team Leader	

<b>2<sup>nd</sup> Deputy Team Leader</b>	Start Date: .....		
	Name	First name	CERN Id
	I acknowledge the responsibilities of the Deputy Team Leader as described in the document, and agree to fulfil them to the best of my abilities.		
	Date	Signature of the 2 <sup>nd</sup> Deputy Team Leader	

To be completed by the spokesperson or the contact person of the experiment or project, **for appointment of Team Leader and/or Deputy Team Leader(s)**, only:

<b>Spokesperson/ Contact Person</b>	Name	First name	CERN Id
	I agree with the appointment of the Team Leader and/or the Deputy Team Leader(s).		
	Date	Signature of the spokesperson/contact person	

\*mandatory appointments