



LETTER OF COLLABORATION (“LOC”)

Between

Universiti Teknologi Malaysia, an institution of higher learning established under the Universities and University Colleges Act 1971 (Act 30) whose address is at Universiti Teknologi Malaysia, 81310 Johor Bahru, Johor Darul Ta’zim, Malaysia (hereinafter referred to as “UTM”) of the first part;

And

XXXX (local/ foreign institution name)(Company No (if any)), a..... (state legal status of local/foreign institution) whose address is at and shall include its lawful representatives and permitted assigns (hereinafter referred to as “XXXX”) of the second part.

UTM and XXXX hereto shall be referred to individually as a “Party” and collectively as “Parties”.

1.0 Field of collaboration

1.1 Collaboration between the parties will include the research collaboration and promotion of academic in the areas of (to be specified by project owner. Examples: Science and Technology, Social Science etc) and other disciplines offered at the two institutions.

2.0 Areas of Collaboration and Support

2.1 The parties agree and acknowledge that collaboration may develop may develop in the following, but not limited to:

- a)
- b)
- c).....
- d).....; and
- e) Other related fields as mutual agreed in the future.

(to be specified by project owner. Examples:

- Exchanges of information, knowledge and material;
- Research student exchanges;
- Staff exchanges;
- Joint research;
- Joint supervision;
- Joint research training;
- Joint service activity;
- Development of educational services, community profiles and international activities.)

2.2 For the purpose of implementing the collaboration in respect of any areas stated in paragraph 2.1, where any activities may give rise to rights and obligations between the parties, a separate legally binding agreement shall be entered into for each activity, subject to the approval of both parties.

3.0 Duration and Termination

- a) This LOC shall enter into force at the day of signature by the signatory of each party and shall remain in force for three (3) years unless terminated by one of the parties giving three (3) months written notice to the other.
- b) This LOC may be extended for a further period as maybe agreed in writing by the parties.
- c) Where such termination occurs, the provision of the collaborative programs shall continue to apply to on-going activities until their completion.

4.0 Cost and Expenses

Any cost and expenses incurred in performing any activity pursuant to the collaborative programs shall be negotiated to the mutual acceptance of both parties.

5.0 General

5.1 Each party will assign a person to be in charge of the implementation and maintenance including negotiation and management of this LOC.

UTM	Name Designation Address Website: Email: Tel:
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XXXX	Name Designation Address Website: Email: Tel:
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5.2 This LOC is not intended to establish a binding contractual relationship between the parties, it will facilitate the establishment of a working relationship between parties based on the principles of equality and reciprocity, fairness and voluntariness, as well as honesty and faithfulness, and to abide by the laws and regulations of the Parties, leading to the conduct of one or more collaborative activities.

5.3 This LOC may only be amended upon consent in writing signed by duly authorized representatives of the Parties.

Signed for and on behalf of
Universiti Teknologi Malaysia

Signed for and on behalf of
XXXX

Prof. Datuk Ts. Dr. Ahmad Fauzi bin Ismail
Vice- Chancellor

Name
Designation

Date:.....

Date:.....