



Memorandum of Understanding POLICY

Dr MGR EDUCATIONAL AND RESEARCH INSTITUTE

(Dr MGR ERI MOU POLICY)

Events | Collaboration | Research





POLICY STATEMENT

Dr MGR ERI MOU POLICY policy provides instructions to all the faculties, departments concerning the preparation, review and activities memoranda of understanding (MOU). This policy sets out the understanding of, on the one hand, the Dr MGR ERI, and on the other, the research organizations, the industries, and the other academic institutions. It is recognized by the stakeholders of our institution.

This policy for MOU is a statement of educational and research intent, and should not be interpreted as a binding agreement. It does not create legal obligations between the parties.

Correspondence

The faculties and departments will be committed to providing a satisfactory level of service and accountability to the public in this area. As was the case prior to devolution, officials will need to handle all correspondence in accordance with access to information (Exception in few research correspondence).

Confidentiality

The proceedings of each meeting of the with the respective signing parties will be regarded as confidential by the respective faculties / departments in order to permit free and candid discussion. However, the holding of MOU meetings may be made known publicly, and there may be a chance of utilizing the MOU to the fullest by the University. The Department/Faculty will wish to issue a public statement on the outcome of its discussions.

Communication and Consultation

All the faculties and departments will be committed to the principle of good communication with each Otherand to maintain transparency (Exclude for few research MOUs) for the fullest use of MOU between research organization and industries. The primary aim is not to constrain the discretion of any faculty/departments but to allow faculty/departments to make most possible use of MOUs to each other in sufficient time for the benefit of students and faculties to be fully considered.





Co-operation

All the faculties and departments can work together, where appropriate, on matters of mutual interest with the signed MOUs to motivate interdisciplinary culture. The management recognize the importance of co-operation across the disciplines.

EXCHANGE OF INFORMATION, STATISTICS AND RESEARCH

The management recognize the co-operation and follow up activities in the form of events, training programs, exchange programs, and research collaborations. It is necessary to meet their respective policy.

To enable each MOU signed by the respective Faculty / Departments to convert as active MOU, the Dr MGR ERI and signing parties will aim to provide each other with as full and open as possible access to scientific, technical and policy information including statistics and research (In some cases with a Non-Disclosure Agreement NDA). These exchanges between the signing parties may be subject to restrictions or requirements, such as those relating to confidentiality or freedom of information. Dr MGR ERI /Signing parties will aim to provide any information that may be reasonably requested by another signing party to enable it to carry out its responsibilities effectively, provided that

- (a) The technology developed by both the parties,
- (b) It would not involve disproportionate cost, and
- (c) The information is available in reasonably accessible form to both the parties. This will emphasis on exchanging information if needed by the parties. Where any of these three provisos is not met, problems will be resolved on a case-by-case basis then and there. The respective department and faculties or an individual faculty/student can make use of the information and research towards collaborative publication, collaborative patent and commercializationif possible.

RESPONSIBILITIES

The agreement initiator (Point of Contact) is responsible for coordination with the appropriate responsible offices, The President, Vice Chancellor (VC) level office or Office of the Registrar for the creation or renewal of an MOA/MOU. The responsible offices and will serve as a liaison to assist with appropriate routing of each agreement and will have access to the electronic





database for searches and/or storage of fully executed agreements in compliance with procedural guidelines. Signature authority is delegated to the following responsible offices for execution of appropriate agreements.

No other university employees are authorized to sign or delegate signature authority for MOAs/MOUs with external entities other than the list given below. Administrative review may be required by several offices, depending on the details of the agreement.

<i>S. No</i>	<i>Type of MOU</i>	<i>Delegation of Signing Authority</i>
1	<i>All/Office of Record</i>	<i>The President (Dr MGR ERI)</i>
2	<i>Academic Activities</i>	<i>VC/PROVOST/Registrar</i>
3	<i>Outreach and Extension</i>	<i>VC/PROVOST/Registrar</i>
4	<i>Research/Intellectual Property</i>	<i>Principal Director R & D</i>
5	<i>Academic & Research</i>	<i>Provost / VC / Principal Director</i>

The following offices are designated and are responsible for review and/or approval of agreements in conjunction with the above-listed offices, as applicable

<i>S. No</i>	<i>Administrative Review</i>	<i>Responsible Office</i>
1	<i>StudentExchange/Academic Partnership</i>	<i>Office of International Relations</i>





2	<i>Academic Activities</i>	<i>Deans and Executives of the respective concern</i>
3	<i>Contractual Agreements</i>	<i>ED office</i>
4	<i>Research/Intellectual Property</i>	<i>Principal Director R & D</i>
5	<i>Internal Agreements/Unit Specific*</i>	<i>Deans and Department Heads</i>

REVIEW OF THIS MEMORANDUM OF UNDERSTANDING

The MOUs will be reviewed by representatives of the administrations at a meeting of the Annual MOU meet with all the point of contacts and executors of active MOUs. The representatives will discuss the possibilities to convert a dormant MOU to an active MOU.

INCENTIVES

Incentives described below may vary sometime on case-to-case basis subjected to the decisions by the management

<i>S. No</i>	<i>Description</i>	<i>Marks</i>
1	<i>Point of Contact</i> <i>(Who brought the MOU)</i>	10





	<i>National</i>	
2	<i>Point of Contact</i> <i>(Who brought the MOU)</i> <i>International</i>	20
3	<i>Organized an National level /International level symposium with the aligned with the MOU party</i>	20
4	<i>Organized a Workshop with the MOU party</i>	30
5	<i>Consultancy project along with the MOU party</i>	40
6	<i>Research along with the MOU party</i>	50
7	<i>Patent along with the MOU party</i>	70
8	<i>Commercialization along with the MOU party</i>	100

The incentives for the marks (Consolidated annually) can be decided by the APEX Committee

