



Research & Development Cell

UNIVERSITY OF HYDERABAD

(A Central University established in 1974 by an Act of Parliament)

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Ref. No.UH/RDC/MoU/2024/301

Date: 03-05-2024

NOTIFICATION

Sub:- Procedural changes in processing Memorandum of Understandings/
Agreements (MoUs/MoAs) in the University-Reg.

Ref:- Approval of Vice Chancellor dated 30-04-2024.

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Approval of the Competent Authority is hereby conveyed to adopt new procedure in processing Memorandum of Understandings/ Agreements (MoUs/MoAs) in the University with immediate effect.

Current procedure	Revised procedure
<ol style="list-style-type: none">1. Concerned faculty will initiate the MoU/MoA and send it to the R&D Cell for further Processing.2. R&D Cell sends it to IAO for vetting and concurrence.3. After IAO vetting, the MoU go to MoU Committee for approval.4. After Approval of the MoU Committee, the draft final MoU along minutes of MoU committee go to the Vice Chancellor through Registrar for approval.5. After approval of the Vice-Chancellor, the concerned faculty takes time for arranging MoU sign in Ceremony from other Party and Registrar and Vice Chancellor.6. Finally completes the process of MoU after signing ceremony.	<ol style="list-style-type: none">1. Concerned faculty will initiate the MoU/MoA and send it to the R&D Cell for further processing.2. International MoUs should be routed through Office of the International Affairs.3. R& D Cell will obtain an in-principle approval from the Vice Chancellor through Registrar to initiate the process4. After in-principle approval of Vice Chancellor, R&D Cell sends it to IAO and Legal Cell (If required) for vetting and concurrence.5. After IAO vetting, the MoU will go to the MoU Committee for approval.6. After Approval of the MoU Committee, the final draft MoU along minutes of MoU committee will go to the Vice Chancellor through Registrar for approval.7. If it is an International MoU, the MoU should go to Local EC Members for their concurrence before sending to Vice Chancellor for approval.8. After approval of the Vice Chancellor, the R&D Cell will take time slots from the Registrar & Vice Chancellor and the same to the Concerned MoU Coordinator for signing in ceremony (if required).9. The R&D Cell will arrange the signing ceremony. If the MoU ceremony is not required, the concerned MoU coordinator has to obtain signature from the other party and send it back to the R&D Cell for Registrar's signature.

Saravali Sahu

DIRECTOR

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To
All concerned.