

**RESEARCH AND DEVELOPMENT CELL**  
**LADY DOAK COLLEGE, MADURAI**  
**(An Autonomous Institution Affiliated to Madurai Kamaraj University)**


**Norms for all prospective MoUs (2021-2022)**

Lady Doak College will enter into formal MoUs with Academic Institutions, Industrial Agencies, Service Organizations, Research Institutions and any other relevant agency if the following conditions are fulfilled.

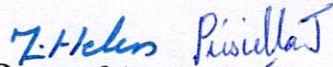
1. The collaborating Organization should be in existence for atleast 10 years (subject to change as per the credibility of the Institution).
2. Lady Doak College / the respective Department / the Centre has known or worked with the collaborating Institution for atleast one year or sees strong promise for beneficial outcomes for our Institution (subject to change as per the need).
3. The MoU will be signed for a specific period, preferably 3 years (subject to change as per the need).
4. All MoUs proposed by the departments should be scrutinized by the Deans and forwarded to the Principal & Secretary for the legal opinion.
5. After incorporating the suggestions as per the legal opinion, the MoUs should be presented to the College Board for approval.
6. Original MoUs should be submitted at the Principal's office.
7. Progress report of the MoUs should be submitted for review once in 3 months to R and D cell and Dean's office.
8. The draft MoU should be prepared based on the following guidelines.
  - a. Name of collaborating agency
  - b. Year of establishment
  - c. Existing goodwill of the agency (Please keep in mind their level of contacts, their feedback with other clients, their membership in forums/ legal bodies, their CSR, the benefits to students/faculty members/infrastructure/any other)
  - d. The year of collaboration with the college
  - e. Nature of collaboration with / the respective Dept. / the Centre
  - f. Key highlights of activities regarding the agency

- g. Mention the contribution of / the respective Dept. / the Centre towards the MoU
- h. List the outcomes gained from this MoU
- i. Mention the significance of how this MoU will strengthen the College /Dept. / Centre
- j. If there is any cost and manpower involved in the agreement, specify it in the MoU.

Deans of Academic Affairs  
R & D Cell coordinator(s)

  
R & D Cell Co-ordinator

**Research and Development Cell**  
**Co-ordinator(s)**  
**Lady Doak College, Madurai - 2**  
**Tamilnadu, India.**

  
Deans of Academic Affairs  
Dean of Academic Affairs  
LADY DOAK COLLEGE  
MADURAI - 2.

  
Principal & Secretary

Principal & Secretary  
LADY DOAK COLLEGE  
MADURAI-2.