



MEMORANDUM OF UNDERSTANDING

between

1st Party: Department of Information Technology, College Of Computing And Information Sciences, University of Technology and Applied Sciences, Muscat

and

2nd Party: Poornima Institute of Engineering & Technology, Jaipur (Rajasthan) India

This Memorandum of Understanding (MOU) is made and entered into this 22nd day of March, 2023 by and between University of Technology and Applied Sciences, Muscat (hereinafter called UTAS-Muscat), and Poornima Institute of Engineering & Technology, Jaipur (Rajasthan) India

Purpose

The Organizing Committee of University of Technology & Applied Sciences, Muscat representing Department of Information Technology, University of Technology and Applied Sciences, Muscat and Poornima Institute of Engineering & Technology, Jaipur (Rajasthan) India have agreed to jointly work on areas: Research and Development, Organizing Conferences and Student Symposiums, publication of research articles, academic Events, Workshops and Seminars. This agreement describes the understandings and commitments with regard to this collaborative effort.

Scope of Responsibilities & Duration

The Organizing Committee of UTAS, Muscat on behalf of Department of Information Technology, University of Technology and Applied Sciences, Muscat and Poornima Institute of Engineering & Technology, Jaipur (Rajasthan) India will work together as a Team. The scope and duration of the collaboration may be amended and/or extended through the joint agreement of UTAS, Muscat Organizing Committee and Poornima Institute of Engineering & Technology, Jaipur (Rajasthan) India.

Decision Making Structure and Authority

The Organizing Committee of UTAS, Muscat and Poornima Institute of Engineering & Technology, Jaipur (Rajasthan) India will identify and appoint one person within their own organization to serve as the Focal Person of Contact for the collaboration and leadership. Both the parties will provide and share the list of internal committee members with their responsibilities to accomplish the tasks in the Technical Programs such as Peer-review, Session-chair etc.

The Organizing Committee of UTAS, Muscat will be the Host as the Organizer and the Poornima Institute of Engineering & Technology, Jaipur (Rajasthan) India will be the Supporting Organization to work in the Technical Program such as Paper Reviews, Paper Contribution/ Submission, Poster Submission, Internal Registration, Publicity and Promotion within their professional network.

The final decision regarding selection and approvals of policies, process or program is vested with the UTAS, Muscat Organizing Committee. The UTAS, Muscat organizer is also responsible to work with other supporting organizations, technical partners or sponsors.

Principal

Poornima Institute of
Engineering & Technology
ISI-2, RIICO Institutional Area
Goner Road, Sitapura, JAIPUR-302 022

ATTESTED

12/01/24
NOTARY PUBLIC
GOVT OF INDIA
DIST JAIPUR (INDIA)

Financial Commitments

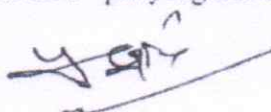
There are no financial commitments and obligations between the parties in the collaboration and its associated tasks. The activities and responsibilities of both parties shall be non-profitable and non-commercial. The people working with both parties will be volunteers and there will be no financial obligations.

Collaboration: Roles, Responsibilities & Services of 1st Party (UTAS, Muscat Organizer)

1. E-Certificate shall be provided to the contributed staffs and participated students.
2. Give opportunity for attending all the programs and sessions.
3. Use the Name, Logo, Website Links and Promo Materials of the collaborated 2nd party organization for the UTAS, Muscat promotions, social media and digital marketing/ campaign till the end.
4. Publish the 2nd party organization's official materials (Name, Logo, Website Links) in the UTAS, Muscat
5. Use the 2nd party organization's Name and Logo at the pre-conference advertising, during conference on-spot sessions and post-conference reporting.
6. Recognition in the Technical Program and recognition during opening and closing sessions.
7. Peer-reviewers and editorial contributors name will be added in the Proceedings.
8. To support the technical works and typesetting works of the Conference Proceedings.
9. To participate in the physical and virtual symposium social networking session, workshops and technical program sessions (Paper/ Abstract Presentations, Poster Presentation) as the Listener and normal attendee.

Collaboration: Roles, Responsibilities & Services of 2nd Party Organization

1. To contribute papers (Call for Abstract – Submissions) to the conferences, Abstract Presentation and Publication thereafter in form of the Symposium Proceedings.
2. To contribute posters for the poster presentation.
3. To select the volunteer staffs and assign the staffs as the internal reviewers to work with the UTAS, Muscat to do the double blind peer review of the Papers as per the policies, instructions, peer-review guidelines and plagiarism guidelines set by the technical committee and publication chair.
4. To document the review details, reports and documents handled and managed.
5. To review the posters and poster abstracts submitted by the poster presenter.
6. To serve as the Session Chair in the Oral Presentation of Papers, Abstracts & Posters.
7. To serve as the Panelist in the virtual programs and technical sessions.
8. To support the technical works and typesetting works of the Conference Proceedings.
9. To participate in the physical and virtual symposium social networking session, workshops and technical program sessions (Paper/ Abstract Presentations, Poster Presentation) as the Listener and normal attendee.
10. To promote the programs within the 2nd party organization circle, professional network, 2nd party organization's social media accounts, websites and other digital platforms
11. To use the Name, Logo, Website Links and Promotional Materials (Brochure/ Poster etc.) of the symposium on the 2nd party organization's premises and web/ digital platform.



Resource Commitment to the Collaboration

Both parties have agreed to commit resources to the collaboration. Both parties will contribute:

- The time and effort required for consistent representation of and participation by the organization on the Technical Program Committee.

MEMORANDUM OF AGREEMENT OFFICIAL SIGNATURES

The parties mutually agree as set forth above by executing this Agreement on the date(s) shown.

Representing the (UTAS, Muscat)

Mr. Talib Al Mahrouqi, Head, Department of Information Technology, University of Technology and Applied Sciences, Muscat.



Signature

22/3/23

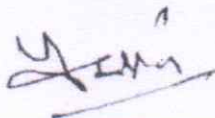
Date:



Representing the [Poornima Institute of Engineering & Technology, Jaipur (Rajasthan) India]

Dr. Gautam Singh, Registrar, Poornima Institute of Engineering & Technology, Jaipur (Rajasthan) India.

As the focal point of communication



Signature

22/3/23

Date:




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