

## 2. DoA MATRIX

A. Corporate Functions					
No.	Activities	Limits	Initiate	Endorse	Approve
1	BoT Charters and Bylaws & Amendments		General Counsel	President	BoT
2	Nomination & Remuneration of Board Members				Executive Council
3	Appointment / Removal of BoT Secretary				BoT
4	Formation and nomination of Board Committees				BoT
5	Formation and nomination of Management Committees				President
6	Establishment of local and regional campuses		President	BoT	Executive Council
7	Appointment/Termination of President			BoT	Executive Council
8	Organization Structure & Amendments	Level VP	DSQA	President & BoT	Executive Council
		Below VP level (within Budget)	Respective VP, Director, Head	DSQA	President
9	Delegation of Authority & Amendments		Respective Department Director	General Counsel & President	BoT
10	Appointment of External Auditors		Head of Internal Audit	BAC	BoT
11	Establishment and dissolution of Subsidiaries and Endowments			General Counsel & President	BOT
12	University Strategy & Amendments		DSQA	President	BoT
13	Strategic Planning and Performance Management Policies, Procedures & Amendments (including those relating to Finance, Procurement, Administrative and HR)		DSQA	President & Chairman	Executive Council
14	Policies & Amendments <i>* Policies not captured in item 13 above</i>		Respective Head	Respective Director & DSQA	President
15	Procedures & Amendments <i>* Procedures not captured in item 13 above</i>		Respective Head	DSQA	Respective Director & VP
16	Business Continuity Framework		Respective Director	VPCS	President

B. Internal Audit					
No.	Activities	Limits	Initiate	Endorse	Approve
1	Internal Audit Policies & Amendments		Head of Internal Audit	BAC	BoT
2	Internal Audit Procedures & Amendments		Head of Internal Audit		BAC
3	Internal Audit Plans & Amendments		Head of Internal Audit	President	BAC

4	Budgeted Audit and other related Services		Head of Internal Audit		BAC
5	Audit of Risk Management Framework & Amendments		Head of Internal Audit		BAC
6	Audit of Risk register		Respective Head/VP	Head of Internal Audit	BAC
7	Audit Reports		Respective Head/VP	Head of Internal Audit	BAC

### C. Legal

No.	Activities	Limits	Initiate	Endorse	Approve
1	Legal Policies & Amendments		Respective Head	General Counsel	President
2	Appointment and amendment of law firm panel		General Counsel & Procurement	President	Chairman
3	Master Agreements/Contracts and other legally binding Templates/Documents & Amendments		Respective Head		General Counsel
4	Initiation and Settlement of Legal Action- Employment matters		Respective Head*	General Counsel	President
5	Initiation & Settlement of Legal Action- Non Employment matters	up to AED2,000,000	Respective Head**	General Counsel	President
		Above AED 2,000,000	Respective Head**	General Counsel & President	BoT

*\*Based on the Human Resources Organizational Unit Head and General Counsel initiation/endorsement and pursuant to the related Policies and Procedures (including Investigation)*

### D. Marketing and Communication

No.	Activities	Limits	Initiate	Endorse	Approve
1	University Marketing and Communication Strategy and annual plan & Amendments		DMC	President	Chairman
2	University Corporate Identity, Branding Guidelines & any Amendments		DMC	President & Chairman	BoT
3	Annual Marketing and Communication Events Calendar – as per approved Budget & Amendments		Respective Head	DMC	President
4	Marketing Material (including video or creative campaign, brochures, flyers, on-ground marketing etc...)		Respective Head		DMC*
5	Any significant written or visual PR content (including press releases, features, letters, Q&As, newsletters, video content, etc...)		Respective Unit Specialist	DMC & Business Owner	President**
6	Social Media Posts		Social Media Manager		DMC*
7	Website Content & Amendments		Respective Head		DMC
8	Providing Corporate Gifts		Respective Head	DMC	President

9	Providing Marketing Sponsorships	Up to AED 1,000,000	DMC & VP PAAR	Respective VP or Provost	President
		above AED 1,000,000	DMC & VP PAAR	President	Chairman
10	Events (excl. Student Affairs related events) / Agreement signing ceremonies, Press conferences, Graduation Ceremony		Respective Head	DMC	President***

\*Strategic marketing material and Social Media Posts should be coordinated with the President

\*\* Strategic Press releases should be approved by the Chairman

\*\*\* President shall identify strategic events to be approved by Chairman

E. Research Division					
No.	Activities	Limits	Initiate	Endorse	Approve
1	Research Strategy, Plans & Amendments		Respective Directors	VPR & Provost	President
2	External Partnership Research Agreements* (with no financial impact)		Respective Head/Chair	VPR & Provost & General Counsel	President
3	MBZUAI Sponsored research agreements	Up to AED5,000,000	Respective Chair or Director	VPR & Provost & General Counsel	President
		Above AED5,000,000 and up to AED20,000,000	VPR	General Counsel & President	Chairman
		Above AED20,000,000	VPR	General Counsel & President & Chairman	BOT

\*VP PAAR must be informed

F. Finance					
No.	Activities	Limits	Initiate	Endorse	Approve
1	Budget & Amendments & Transfers between Budget Lines		Respective Director & Director of Finance	VPCS & President & BoT	Executive Council
2	Budget Re-Allocation (within the Master Budget Line)	Up to AED500,000	Respective Director		VPCS
		Above AED500,000 and up to AED2,000,000	Respective Director	Director of Finance & VPCS	President
		Above AED2,000,000 and up to AED10,000,000	Respective Director	Director of Finance & VPCS & President	Chairman
		Above AED10,000,000	Respective Director	Head of Finance & VPCS & President	BoT
3	Annual Financial Statements (Mid-Year, End of Year, and ICoFR)		VPCS & President	BAC	BoT
4	Petty Cash Fund Establishment & Amendments	Up to AED 20,000	Respective Director		Director of Finance
		Above AED 20,000 up to AED50,000	Respective Director	Director of Finance	VPCS
		Above AED50,000	Respective Director	Director of Finance & VPCS	President

5	Bank Signatory Authorities & Amendments		Director of Finance	VPCS & President	Chairman
6	Waiving penalty charges for non-compliance with contractual terms		Respective Director	Director of Procurement, VPCS	President
7	Advance Payments - within contractual terms		Respective Director	Director of Finance	VPCS
8	Advance Payments - not within contractual terms	Up to AED500,000	Respective Director	Director of Finance & VPCS	VPCS
		Above AED500,000 and up to AED2,000,000	Respective Director	Director of Finance & VPCS & President	President
		Above AED2,000,000	Respective Head	Director of Finance & VPCS & President	Chairman
9	Release of Performance Bond / Guarantee - within contractual terms		Respective Director	Director of Finance	VPCS
10	Release of Performance Bond / Guarantee – beyond contractual terms		Respective Director	Director of Finance & VPCS	President
11	Opening & Closing Bank Accounts		Director of Finance	VPCS & President	Chairman
12	Credit Card Request Approval		Respective Head	Director of Finance & VPCS	President
13	Borrowing		Head of Finance	VPCS & President	BoT
14	Bank Short Term Deposits			Director of Finance	VPCS
15	Write-off of Account Receivables	Below AED2,000,000	Respective Director	Director of Finance & VPCS	President
		Above AED2,000,000 up to AED25,000,000	Respective Director	Director of Finance & VPCS & President	BoT
		Above AED25,000,000	Respective Director	Director of Finance & VPCS & President & BoT	Executive Council
16	Sale by auction / Write-off / Disposal of Fixed Assets (Original cost)	Below AED1,000,000	Respective Director	Director of Finance & VPCS	President
		Above AED1,000,000 up to AED25,000,000	Respective Director	Director of Finance & VPCS & President	BoT
		Above AED25,000,000	Respective Director	Director of Finance & VPCS & President & BoT	Executive Council

17	Tuition fees/ stipend/ scholarships		Director of Student Affairs	Provost & President & BoT	Executive Council
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<b>G. Human Resources</b>					
<b>No.</b>	<b>Activities</b>	<b>Limits</b>	<b>Initiate</b>	<b>Endorse</b>	<b>Approve</b>
1	Consolidated Manpower Plan & Amendments (within Budget or without cost impact)		Director of HR	HRC	President
2	Overall Learning & Development Plan & Amendments		Director HR	HRC	President
3	<b><i>Appointment, confirmation of Appointment (following successful completion of Probationary Period), dismissals &amp; waiver of notice period on dismissal</i></b>				
3.1	VPCS/GC/Provost/Director of HR		President		Chairman
3.2	VPs		Director of HR		President
3.3	Head of Internal Audit			BAC	BoT
3.4	Department Directors		Director of HR	Respective VP & HRC	President
3.5	Section & Unit Heads		Director of HR	Respective Director	Provost or Respective VP
3.6	Faculty		Head of Faculty Affairs & Director of HR	Provost	President
3.7	Other Employees		Director of HR		Respective Division VP
3.8	Execution of employment contracts				Director of HR
	<i>*Subject to approvals under section 3.1 - 3.7 above</i>				
4	<b><i>Employee Performance Appraisal</i></b>				
4.1	President			Chairman	BoT
4.2	VPs / General Counsel				President
4.3	Head of Internal Audit			BAC	BoT
4.4	Department Directors				Provost or Respective VP or President
4.5	Section & Unit Heads			Respective Directors	Provost or Respective VP
4.6	Other Employees (excluding Faculty)		Director of HR	Respective Head	Respective VP
5	<b><i>Leaves</i></b>				
5.1	President		President		Chairman*
5.2	VPs / General Counsel		VPs / General Counsel		President*

5.3	Head of Internal Audit				President*
5.4	Other Employees (excluding Faculty)				Respective Head*
	* HR must be informed				
6	<b>Duty travel requests</b>				
6.1	President		President	Director of HR & Director of Finance	Chairman**
6.2	VPs / General Counsel		VPs / General Counsel	Director of HR & Director of Finance	President
6.3	Head of Internal Audit		Head of Internal Audit	Director of HR & Director of Finance	BAC
6.4	Department Heads		VPs	Director of HR & Director of Finance	Provost or respective VP*
6.5	Section & Unit Heads		Department Heads	Director of HR & Director of Finance	Provost or respective VP*
6.6	Faculty			Director of HR & Director of Finance	Department Chair
6.7	Other Employees		Respective Head*	Director of HR & Director of Finance	Respective VP
7	<b>Disciplinary actions including final warning up to but not including termination</b>				
7.1	President		Director of HR	Chairman	BoT
7.2	VPs / General Counsel			Director of HR	President
7.3	Head of Internal Audit		Director of HR		BAC
7.4	Department Heads			Director of HR & Respective VP	President
7.5	Section & Unit Heads			Director of HR & Respective Director	Provost or respective VP
7.6	Faculty		Head of HR & Faculty Affairs & Director of HR	Faculty Review Committee	Provost
7.7	Other Employees			Director of HR	Respective Head*
8	<b>Inter-Division transfers (Across different divisions)</b>				
8.1	Department Heads		Director of HR	Respective VP	President
8.2	Other Employees		Respective Head	Director of HR	Respective VP
9	<b>Intra-Division transfer (within a division)</b>				
9.1	Heads		Respective VP	Director of HR or Head of Faculty Affairs	President
9.2	Other Employees		Respective Head	Director of HR	Respective VP

10	<b>Organisational Design - Job descriptions &amp; Amendments</b>				
10.1	President			Director of HR & DSQA	BoT
10.2	VPs / General Counsel			Director of HR& DSQA	President
10.3	Head of Internal Audit		Head of HR		BAC
10.4	Directors			Provost or respective VP	President
10.5	Section & Unit Heads			Director of HR & Respective Director	Provost or respective VP
10.6	Employees of the Academic Affairs & Research Division			Respective Director, Chair	Provost
10.7	Other Employees			Director of HR	Respective Head*
11	Grading and Salary Structure & Amendments		Director of HR	HRC & President & BoT	Executive Council
12	Annual Employee Performance Reward		Director of HR	HRC & President & Chairman	BoT
13	Promotions and Salary Adjustments		Director of HR	Respective Director / Respective VP & HRC	President
14	Payroll		Director of HR	Head of Finance	VPCS
15	General Increases in salaries for all Employees		Director of HR	HRC & President	Chairman

\*In conjunction with Finance

\*\*must be informed only

<b>H. Faculty Affairs</b>					
No.	Activities	Limits	Initiate	Endorse	Approve
1	<b>Faculty Affairs Plans &amp; Amendments</b>				
1.1	Annual Faculty Plan		Head of Faculty Affairs & Director of HR	Department Chair / Center Directors & Provost or VPR	President
2	<b>Appointment Approval Cycle (Post-Selection) including Joint Appointments</b>				
2.1	Researchers**		Head of Faculty Affairs	Director of HR & Supervisor & Department Chair/Center Directors	Provost/VPR
2.2	Active Students who are Research Assistants, Visiting Students or Interns		Head of Faculty Affairs	Supervisor & Department Chair/Center Directors	Associate Provost/VPR
3	<b>Confirmation of Appointment (Probation Confirmation)</b>				
3.1	Faculty*		Head of Faculty Affairs	Department Chair/Center Directors, Director of HR	President

				Faculty Hiring Committee	
3.2	Researchers**		Head of Faculty Affairs	Supervisor, Director of HR Department Chair/Center Directors	Provost/VPR
3.3	Active Students who are Research Assistants, Visiting Students or Interns		Head of Faculty Affairs	Supervisor & Department Chair/VPR	Associate Provost/VPR
4	<b>Contract Renewals</b>				
4.1	Faculty Admin appointment renewals		Head of Faculty Affairs	Faculty Hiring Committee & Director of HR	President
4.2	Visiting, Adjunct, Affiliated Scholar/Faculty		Head of Faculty Affairs	Department Chair/Center Directors & Faculty Hiring Committee & Director of HR	President
4.3	Researchers** and Active Students who are Research Assistants, Visiting Students or Interns		Head of Faculty Affairs	Supervisor & Department Chair/Center Directors	Provost/VPR
5	<b>Leaves</b>				
5.1	Research Leave (for Faculty) / Sabbatical Leave		Faculty	Department Chair/Center Directors & Provost/VPR & Director of HR	President
6	<b>Performance Appraisals</b>				
6.1	Faculty*		Department Chair/Center Directors	Faculty Review Committee Provost/VPR	President
6.2	Researchers**		Supervisor	Department Chair/Center Directors	Provost/VPR
6.3	Annual Faculty Performance Reward (Academic)		Head of Faculty Affairs	Faculty Review Committee & Provost/VPR & President	BoT
7	<b>Promotions</b>				
7.1	Faculty Promotions		Department Chair/Center Directors	Faculty Review Committee & Provost/VPR & Director of HR	President
7.2	Research Promotions		Supervisor	Department Chair/Center Directors & Director of HR	Provost/VPR
8	<b>Salary Adjustment</b>				
8.1	Associate Provosts/Academic Department Chairs/Center Directors		Provost/VPR	Director of HR	President
8.2	Faculty*		Department Chair/Center Directors	Provost/VPR & Director of HR	President
8.3	Researchers**		Supervisor	Department Chair/Center Directors & Director of HR	Provost/VPR



8.4	Acting Assignment		Head of Faculty Affairs & Director of HR	Provost/VPR	President
9	<b>Intra-Division transfer (within a division, between Departments, between projects)</b>				
9.1	Faculty*		Head of Faculty Affairs & Director of HR	Department Chair & Provost	President
9.2	Researchers**		Department/Center Coordinators	Head of Faculty Affairs, Director of HR & Supervisor	Department Chair/Center Directors
10	<b>Disciplinary actions including final warning up to but not including termination</b>				
10.1	Associate Provosts, Academic Department Chairs and Research Center Directors		Head of Faculty Affairs & Director of HR	Faculty Review Committee Provost/VPR	President
10.2	Faculty*		Head of Faculty Affairs & Director of HR	Faculty Review Committee Provost/VPR	Provost/VPR
10.3	Researchers**		Head of Faculty Affairs & Director of HR	Supervisor Department Chair/Center Director	Provost/VPR
10.4	Active Students who are Research Assistants, Visiting Students or Interns		Head of Faculty Affairs	Supervisor	Department Chair/Center Director
11	<b>Dismissals</b>				
11.1	Associate Provost, Academic Department Chairs and Research Center Directors		Provost/VPR	Faculty Review Committee & Director of HR	President
11.2	Faculty*		Department Chair/Center Directors	Faculty Review Committee & Provost/VPR & Director of HR	President
11.3	Researchers** and Active Students who are Research Assistants, Visiting Students or Interns		Supervisor	Department Chair/Center Directors	Provost/VPR
12	<b>Waiver of notice period on resignation</b>				
12.1	Associate Provosts, Academic Department Chairs and Research Center Directors		Faculty	Provost/VPR	President
12.2	Faculty		Faculty	Department Chair/Center Directors	Provost/VPR
13	<b>Duty travel requests</b>				
13.1	Associate Provosts, Academic Department Chairs, Researcher, Center Directors		Faculty	Director of HR & Director of Finance	Provost/VPR
13.2	Faculty*		Faculty	Director of HR & Director of Finance	Department chair/Center directors
13.3	Researcher**		Supervisor	Director of HR & Director of Finance	Department Chair/Center Directors
13.4	Business Travel Ticket Upgrade		Head of Faculty Affairs	Director of HR & Director of Finance	Provost/VPR

\*Faculty including regular fulltime faculty, visiting, adjunct and affiliated scholar/faculty

\*\*Researchers refers to Researcher, Research Associate, Research Staff, System Scientist or Postdocs

## I. Procurement and General Services

No.	Activities	Limits	Initiate	Endorse	Approve
1	Consolidated annual Procurement Plan & Amendments		Respective Head	DGSP & VPCS	President
2	Approval of addition and removal of Suppliers in the University's Commercial Directory			DGSP	VPCS
3	Blacklisting of Vendors		Respective Head	DGSP	VPCS
4	Commitments for the provision of management and financial consultancy		DGSP	VPCS & President	Chairman
5	Sole Sourcing	Up to AED250,000	Respective Head	DGSP	VPCS
		Above AED250,000 up to AED1,000,000	Respective Head	VPCS	President
		Above AED1,000,000	VPCS	President	Chairman
6	Single Sourcing	Up to AED100,000	Respective Head	DGSP	VPCS
		Above AED100,000	Respective Head	VPCS & President	Chairman
7	Procurement activity for purchase of services / goods and materials and framework agreements (covered by the procurement process excluding single sourcing and management and financial consultancy) (within Budget)	Up to AED100,000	Respective Head		DGSP
		Above AED100,000 up to AED500,000	Respective Head	DGSP	VPCS
		Above AED500,000 up to AED5,000,000	Respective Head	DGSP & VPCS	President
		Above AED5,000,000 up to AED20,000,000	Respective Head	DGSP & VPCS & President	Chairman
		Above AED20,000,000	Respective Head	DGSP & VPCS & President & Chairman	BoT
8	Bidders list / tender strategy		<i>Same limits and approvals as item 7</i>		
9	Call-off order for goods and/or services at agreed rates pursuant to an approved Commitment	Up to AED2,000,000	Respective Head	DGSP & Head of Finance	Respective VP
		Above AED2,000,000	Respective Head	DGSP & Head of Finance	President
10	Early termination of a Commitment		<i>Same limits and approvals as item 7</i>		
11	Variation for procurement and non-procurement Commitments	Up to 10% of the original commitment value on a cumulative basis and up to AED100,000			DGSP
		Up to 20% of the original commitment value on a cumulative basis and up to AED500,000		DGSP & Head of Finance	VPCS
		Up to 30% of the original commitment value on a cumulative basis and up to AED2,000,000		DGSP & Head of Finance & VPCS	President
		Above 30% of the original commitment value on a cumulative basis or above AED2,000,000		DGSP & Head of Finance & VPCS & President	Chairman

		Above AED20,000,000 (or any value which leads to the cumulative value of the Commitment to exceed AED20,000,000)		DGSP & Head of Finance & VPCS & President & Chairman	BOT
12	Negative variations (reduction in rates or prices payable by the University or applying a discount in favor of the University with no other change to any other element of the Commitment)	For Commitments up to AED10,000,000		DGSP & Head of Finance & VPCS & President	Chairman
		For Commitments above AED10,000,000		DGSP & Head of Finance & VPCS & President	Executive Council
13	Pre-approved extension of an existing Commitment (where the original approval includes the duration and the value of the extension option)		Respective Director	DGSP	VPCS
14	Amendment of terms and conditions of the commitment without scope, time or cost impact			General Counsel	Respective Head
15	Non-procurement Commitments	Up to AED250,000	Respective Director		Relevant VP
		Above AED250,000 up to AED5,000,000	Respective Director	Relevant VP & President	President
		Above AED5,000,000	Respective Director	Relevant VP & President	Chairman
16	General Government Relations administrative tasks including license renewals, residencies, visas, etc...		Respective Director	Director of HR	DGSP*
17	Official University Stamp		Respective Director	DGSP & VPCS	President
18	Selection and appointment of insurance service providers		DGSP	VPCS & President	Chairman
19	Letting of MBZUAI space to external parties	Up to SQM1,100	Respective Director	DGSP & Head of Finance	VPCS
		Above SQM1,100	DGSP	VPCS & President	Chairman

\*Based on the type of transaction and the POA- wherever applicable

<b>J. Information Technology</b>					
No.	Activities	Limits	Initiate	Endorse	Approve
1	Programs Specifications		Respective Head	Director of IT	VPCS
2	Identification of Software and Networking Applications		Respective Head	Director of IT	VPCS
3	Definition of Hardware specifications		Respective Head	Director of IT	VPCS
4	Development of User Requirements*		Respective Head	Director of IT	VPCS
5	Development of IT Disaster/Contingency Plan for System Recovery (based on Business Continuity Framework)**		Respective Head & Head of IT	Director of IT & VPCS	President
6	Development of Information Security Plan		Respective Head & Head of IT	Director of IT & VPCS	President

\*In conjunction with the respective Organizational Units

<b>K. Academic Affairs</b>					
<b>No.</b>	<b>Activities</b>	<b>Limits</b>	<b>Initiate</b>	<b>Endorse</b>	<b>Approve</b>
1	Academic Affairs Plans		Respective Head	Provost	President
2	Introduction / discontinuation of academic departments		Respective Head	Provost & Academic Committee & President	BoT
3	Amendments of course outline, structure and outcomes		Respective Head	Provost & Academic Committee	President
4	Introduction / amendments / discontinuation of curriculum contents		Respective Head	Academic Committee	Provost
5	Academic Calendar		Respective Head	DSA & Provost	President
6	Academic Quality Assurance Framework and yearly plans & Amendments		DSQA	Academic Committee	Provost

\* Note that any changes to the core academic programme / degree offerings may need approval of the Commission for Academic Accreditation, Ministry of Education.

<b>L. Library Management</b>					
<b>No.</b>	<b>Activities</b>	<b>Limits</b>	<b>Initiate</b>	<b>Endorse</b>	<b>Approve</b>
1	University Library Strategy & Amendments		Head of Library Management	DAD	Provost
2	Collection Development Plan & Amendments (Evaluate existing, and propose new content and research resources (subscriptions and owned library resources) and transformative agreements to support academic programs and research needs)		Head of Library Management,	Director of Finance & DAD	Provost
3	Library Systems & Tools Plan & Amendments (Evaluate, identify and update tools and systems required for the stewardship and deployment of library resources and services)		Head of Library Management	Director of Finance & Director of IT & DAD	Provost
4	Library Outreach & Collaborations (Initiate and evaluate internal & external partnerships and collaborations with other university/research libraries and regional library networks/consortia)		Head of Library Management	DAD & Provost	President

<b>M. Student Affairs</b>					
<b>No.</b>	<b>Activities</b>	<b>Limits</b>	<b>Initiate</b>	<b>Endorse</b>	<b>Approve</b>
<b>Student Recruitment &amp; Admission</b>					
1	Student Recruitment & Admission Strategy & Amendments		DSA	Provost & Admission Committee	President
2	Admission requirements and criteria		DSA	Provost & Admission Committee	President

3	Acceptance / rejection of applicants		Head of Admissions	DSA	Admission Committee
4	Student Recruitment material		Head of Student Recruitment & Admission		Provost
5	Issuance of Admission offers				DSA
6	Stipend Payments		Registrar	DSA	Provost
<b>Student Careers</b>					
7	Student events and activities		Head of Student Careers & Alumni	Director of Finance & DSA	Provost
8	Career fairs and events material		Head of Student Careers & Alumni	DSA & DMC	Provost
<b>Registrar</b>					
9	Student Handbook & catalogue		Registrar & Marketing & Communications	DSA & General Counsel	Provost
10	Academic transcript				Registrar
11	Granting & signing the University Degree		Registrar	Provost	President & Chairman

<b>N. Intellectual Property</b>					
No.	Activities	Limits	Initiate	Endorse	Approve
1	IP Policy, strategy & Amendments		Head of IP	General Counsel & VPR	President
2	IP registration & protection applications		DES	IPC	VPR
3	Agreements for the licensing and/or exploitation of IP		DES	IPC	President

<b>O. Public Affairs and Alumni Relations</b>					
No.	Activities	Limits	Initiate	Endorse	Approve
1	Public and Alumni Affairs Events, Plans & Amendments		Respective Director	VP PAAR	President
2	Professional Services Agreements*	Up to AED 500,000	Respective Director	General Counsel	VP PAAR
		Above AED 500,000		VP PAAR & General Counsel	President

\* Where student or academic resources are involved, Provost endorsement is required