



Memorandum of Understanding

Between

Top Glove Sdn Bhd, Malaysia

And

Walailak University, Thailand

This Memorandum of Understanding (MOU) sets for the terms and understanding between Top Glove Sdn Bhd, Malaysia and Walailak University, Thailand for Industrial Training Programme.

Background

Industrial training programme is a platform designed to strengthen a student's learning experience by integrating on-campus studies with closely related work experience.

Purpose

Top Glove Sdn Bhd offers industrial training programme which assists the company to build a future talent pipeline and ensure students are given the opportunity for hands-on experiential learning that will further improve the individual student's education besides developing their practical skills needed for future career.

The above goals will be accomplished by undertaking the following activities:

Internship Description:

An internship programme is a period of work experience offered by an organization for a limited period of time, where students will be doing on-the-job training.

Student's Responsibilities

1. Student agrees to work on projects as directed by their Supervisor or any other staff in the Department assigned.
2. Student agrees to abide to the administrative policies of the company.
3. Student acknowledges that successful completion of the programme and grading will be determined by the University.

The Company's Responsibilities

1. The company will provide a plan, and supervise programme of internship experience for Student.



2. The company will maintain a safe, positive and respectful learning environment for Student.
3. The company will provide Student with ongoing guidance and feedback during the course of the programme.
4. The company will maintain records and reports on student's performance and provide written evaluations of Student's performance to the University at the end of the programme.

Walailak University's Responsibilities

1. The University will provide qualified students with access to Internship work experience and opportunities.
2. The University will facilitate and coordinate the interview process as a service to both the student and the company.
3. The University will provide the company with appropriate personal and academic information on qualified student applicants, upon written authorization by the student.
4. The University will be solely responsible for, and have full discretion, in assessing and grading student.

Reporting

Throughout the programme, the trainee will be evaluated by the assigned company supervisor on weekly basis and finally compute all the scores at end the programme.

The student's internship Supervisor at the company is to be determined by the Head of Department.

Funding

1. All the costs and expenses (including expenses relating to travel, living and meals), associated with the internship shall be borne by the Intern.
2. The company will pay allowance to the Intern.

Duration

This MOU is at-will and may be modified by mutual consent of authorized officials from Top Glove Sdn Bhd and Walailak University. This MOU shall become effective upon signature by the authorized officials from both partners and will remain in effect until modified or terminated by any one of the partners by mutual consent. In the absence of mutual agreement by the authorized officials from the Company and Walailak University this MOU shall end on (end date of partnership).



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