

# UNIVERSITI TEKNOLOGI MALAYSIA

UTM.J.02.01/10.12/2 ( 43 )

22 Ogos 2021  
14 Muharam 1433

## PEKELILING PENTADBIRAN BIL. 39/2021

### PROSEDUR PENGURUSAN HARTA INTELEK UNIVERSITI TEKNOLOGI MALAYSIA

Dimaklumkan bahawa Mesyuarat Jawatankuasa Dasar dan Entiti Universiti (JKDEU) Bil. 2/2021 pada 27 April 2021 telah meluluskan pemakaian Prosedur Pengurusan Harta Intelek Universiti Teknologi Malaysia.

2. Prosedur ini disediakan sebagai rujukan kepada semua Warga Universiti dalam menjalankan proses pengurusan pemfailan dan penyelenggaraan Harta Intelek milik Universiti.
3. Semua staf diminta mengambil maklum dan mematuhi Prosedur Pengurusan Harta Intelek Universiti Teknologi Malaysia. Prosedur ini berkuat kuasa mulai 1 Ogos 2021.
4. Prosedur Pengurusan Harta Intelek boleh dimuat turun melalui pautan <http://registrar.utm.my/governan/prosedur/>.

Sekian, terima kasih.

**“PRIHATIN RAKYAT: DARURAT MEMERANGI COVID-19”**

**“WAWASAN KEMAKMURAN BERSAMA 2030”**

**“BERKHIDMAT UNTUK NEGARA KERANA ALLAH”**

Saya yang menjalankan amanah,



**(ABDUL RAZIB BIN HJ. SHAHUDDIN)**

Pendaftar

- s.k. - Naib Canselor
- Timbalan Naib Canselor (Pembangunan)
  - Timbalan Naib Canselor (Penyelidikan dan Inovasi)
  - Timbalan Naib Canselor (Akademik dan Antarabangsa)
  - Timbalan Naib Canselor (Hal Ehwal Pelajar)
  - Pro-Naib Canselor (Kampus UTM Kuala Lumpur)
  - Pengarah Pusat Penyelidikan – UTM Pagoh
  - Pegawai-pegawai Kanan/Dekan/Pengarah

MHYMT/NSN/kma

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## ADMINISTRATIVE CIRCULAR NO. 39/2021

### INTELLECTUAL PROPERTY MANAGEMENT PROCEDURES OF UNIVERSITI TEKNOLOGI MALAYSIA

It is informed that the University Policy and Entity Committee Meeting (JKDEU) No. 2/2021 on 27 April 2021 has approved the application of the Intellectual Property Management Procedure of Universiti Teknologi Malaysia.

2. This procedure is prepared as a reference to all University Citizens when managing and maintaining Intellectual Property files and procedures belonging to the University.
3. All staff are requested to take note and comply with the Intellectual Property Management Procedures of Universiti Teknologi Malaysia. This procedure is effective from 1 August 2021.
4. The Intellectual Property Management Procedure can be downloaded from the following link: <http://registrar.utm.my/governan/prosedur/>.

Sekian, terima kasih.

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**“BERKHIDMAT UNTUK NEGARA KERANA ALLAH”**

I, who uphold trust,



**(ABDUL RAZIB BIN HJ. SHAHUDDIN)**

Registrar

- c.c. - Vice-Chancellor
- Deputy Vice-Chancellor (Development)
  - Deputy Vice-Chancellor (Research and Innovation)
  - Deputy Vice-Chancellor (Academic and International)
  - Deputy Vice-Chancellor (Student Affairs)
  - Pro-Vice-Chancellor (UTM Kuala Lumpur)
  - Director Research Centre - UTM Pagoh
  - Senior Officers/ Deans/ Directors

MHYMT/NSN/kma