

	PERKHIDMATAN UTAMA PENYELIDIKAN PEJABAT TIMBALAN NAIB CANSOLOR (PENYELIDIKAN & INOVASI) Kod Dokumen: PU/PY/BR43/PERSONELR&D
	BORANG PERMOHONAN FELO PENYELIDIK APPLICATION FORM OF RESEARCH FELLOW

Kategori Permohonan: **Pelantikan Baharu** **Pembaharuan Kontrak**
Category of Application: *New Appointment* *Renewal of Contract*

Senarai dokumen berikut perlu disertakan untuk **permohonan pelantikan baharu**: (Sila tandakan (✓) dalam kotak)
List of documents to be attached for new appointment application: (Please tick (✓) in the box)

- | | |
|---|--------------------------|
| 1) Surat Iringan daripada Dekan Fakulti/Pengarah Institut
<i>Cover Letter from Dean of Faculty/Director of Institute</i> | <input type="checkbox"/> |
| 2) Satu salinan Kad Pengenalan/Pasport Antarabangsa (untuk bukan warganegara)
<i>One copy of Identification Card/International Passport (for non-Malaysian citizen)</i> | <input type="checkbox"/> |
| 3) Satu keping gambar berukuran pasport
<i>One passport-sized photograph</i> | <input type="checkbox"/> |
| 4) Ringkasan Biodata Diri
<i>Curriculum Vitae (CV)</i> | <input type="checkbox"/> |
| 5) Salinan sijil-sijil kelayakan akademik/profesional yang disahkan
<i>Certified copies of academic/professional qualifications</i> | <input type="checkbox"/> |

Senarai dokumen berikut perlu disertakan untuk **permohonan pembaharuan kontrak**: (Sila tandakan (✓) dalam kotak)
List of documents to be attached for renewal of contract application: (Please tick (✓) in the box)

- | | |
|---|--------------------------|
| 1) Surat Iringan daripada Dekan Fakulti/Pengarah Institut
<i>Cover Letter from Dean of Faculty/Director of Institute</i> | <input type="checkbox"/> |
| 2) Satu salinan Kad Pengenalan/Pasport Antarabangsa (untuk bukan warganegara)
<i>One copy of Identification Card/International Passport (for non-Malaysian citizen)</i> | <input type="checkbox"/> |

Syarat lantikan baharu, senarai tugas dan tanggungjawab, syarat perkhidmatan, dan penetapan petunjuk prestasi Felo Penyelidik seperti dalam **Lampiran A**.
Terms of new appointment, list of duties and responsibilities, conditions of service, and setting key performance indicator (KPI) of Research Fellow as in Appendix A.

Borang permohonan yang telah lengkap diisi hendaklah dihantar ke alamat berikut:
Completed application form should be submitted to the following address:

Ketua Pentadbiran
 Pejabat Timbalan Naib Canselor (Penyelidikan dan Inovasi)
 Universiti Putra Malaysia
 43400 UPM Serdang
 Selangor Darul Ehsan, Malaysia

Head of Administration
 Office of the Deputy Vice Chancellor (Research and Innovation)
 Universiti Putra Malaysia
 43400 UPM Serdang
 Selangor Darul Ehsan, Malaysia

Tel: 03-8947 1242/1633 Fax: 03-8945 1673

Tel: 03-8947 1242/1633 Fax: 03-8945 1673

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BAHAGIAN A – MAKLUMAT PERIBADI PEMOHON <i>PART A – PERSONAL DETAILS OF APPLICANT</i>				
Gelaran <i>Salutation</i>	<input type="checkbox"/> Encik <i>Mr</i>	<input type="checkbox"/> Puan <i>Madam</i>	<input type="checkbox"/> Cik <i>Miss</i>	<input type="checkbox"/> Lain-lain <i>Others</i>
Nama seperti K.P./Pasport <i>Name as NRIC/Passport</i>				
No. K.P./Pasport <i>NRIC/Passport No.</i>				
Tarikh Lahir (hh/bb/tttt) <i>Date of Birth (dd/mm/yyyy)</i>		Umur <i>Age</i>		
Warganegara <i>Citizenship</i>		Jantina <i>Gender</i>		
Status Perkahwinan <i>Marital Status</i>		Bangsa <i>Race</i>		
No. Tel. Rumah <i>Home Phone No.</i>		No. Tel. Pejabat <i>Office Phone No.</i>		
No. Telefon Bimbit <i>Mobile Phone No.</i>		Alamat Emel <i>Email Address</i>		
Alamat Rumah Tetap <i>Permanent Home Address</i>				
Alamat Surat Menyurat <i>Mailing Address</i>				

*BAHAGIAN B – KELULUSAN AKADEMIK/PROFESIONAL <i>*PART B – ACADEMIC/PROFESSIONAL QUALIFICATION</i>				
Untuk diisi bagi permohonan lantikan baharu sahaja <i> To be completed for new appointment application only</i>				
SEKOLAH/INSTITUT/UNIVERSITI <i>School/Institution/University</i>	NAMA SIJIL DAN PROGRAM <i>Name of Certificate and Programme</i>	TAHUN <i>Year</i>		TARIKH PENGURNIAAN IJAZAH <i>Date of Degree Conferment</i>
		Dari <i>From</i>	Hingga <i>To</i>	

*BAHAGIAN C – PENGALAMAN KERJA <i>*PART C – PREVIOUS WORKING EXPERIENCE</i>				
Untuk diisi bagi permohonan lantikan baharu sahaja <i> To be completed for new appointment application only</i>				
JAWATAN <i>Position</i>	MAJIKAN <i>Employer</i>	TAHUN <i>Year</i>		GAJI BULANAN <i>Monthly Salary</i>
		Dari <i>From</i>	Hingga <i>To</i>	

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***BAHAGIAN D – PENCAPAIAN**

**PART D – ACHIEVEMENT*

***Untuk diisi bagi permohonan lantikan baharu sahaja**

** To be completed for new appointment application only*

1) Senarai Geran Penyelidikan

List of Research Grant

(Please enclose the copy of research grant approval letter)

No.	Research Grant Information	Role
1.	<p>Format: Name of researchers (Year), Title of research, Sponsor, Type of Sponsor, Grant Name, Amount, Period, From-To</p> <p>Example: Mohd Ali Hassan, Mohd Rahimi Zakaria, Nur Falia Shazana Manja Farid (2013), Alternative route to crotonic acid production by pyrolysis of polyhydroxybutyrate-containing bacterium, UPM, Public Fund, RUGS, MYR61000, Two years, 1 Feb 2013 to 31 Jan 2015</p>	Project Leader

2) Senarai Penerbitan

List of Publications

(Please enclose the front page of publication or letter of acceptance accepted for publication in press)

i. Citation Indexed Journal

No.	Journal	Impact Factor
1.	<p>Format: Author, A. A., Author, B. B., & Author, C. C. (Year). Title of article. <i>Title of Journal</i>, ISSN, xx, xxx-xxx</p> <p>Example: Omidvar, V., Siti Nor Akmar, A., Maziah, M., Maheran, A.A. (2008). A transient assay to evaluate the expression of polyhydroxybutyrate genes regulated by oil palm mesocarp-specific promoter. <i>Plant Cell Reports</i>, 0721-7714, v53(27) : pp 40-45</p>	1.974

ii. Non Citation Indexed Journal

No.	Journal
1.	<p>Format: Author, A. A., Author, B. B., & Author, C. C. (Year). Title of article. <i>Title of Journal</i>, ISSN, xx, xxx-xxx</p> <p>Example: Noor Hayati Khamaruddin, Mahiran Basri, Gwendoline EE Cheng Lian, Abu Bakar Salleh, Raja Noor Zaliha Raja A. Rahman, Arbakariya Ariff, Rosfarizan Mohamad and Roila Awang. (2008). Enzymatic synthesis and characterization of palm-based kojic acid ester. <i>Journal of Oil Palm Research</i>, 1511-2780, v20 : pp 461-468</p>

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iii. **Chapter in Book**

No.	Chapter in Book
1.	<p>Format: Author, A. A. (Year). <i>Title of work</i>. Location: Publisher. ISBN, xx, xxx-xxx</p> <p>Example: Weete, J.D., Lai, O.M. and Akoh, C.C. (2008). <i>Microbial Lipase 3rd edition in Food Lipids</i>. Kuala Lumpur: CRC Press. 978-967-344-220-1, pp 532-584</p>

iv. **Book**

No.	Book
1.	<p>Format: Author, A. A. (Year). <i>Title of work</i>. Location: Publisher. ISBN, xx, xxx-xxx</p> <p>Example: Tan, W.S., Abdullah, J.O., Sieo, C.C., Shafee, N., Mustafa, S., Leow, T.C., Jahanshiri, F., Saad, W.Z., Tong, C.C., Abd Wahab, M.N. and Abdullah, N. (2008). <i>Molecular Techniques for Identification of Bacteria</i>. UPM Press. 978-967-344-262-1, pp 155-178</p>

v. **Proceeding**

No.	Proceeding
1.	<p>Format: Author, A. A., Author, B. B., & Author, C. C. (Year). Title of article. Name of Proceedings. Location. xx, xxx-xxx</p> <p>Example: X.D.Huang, J.B.Liang, H.Y.Tan and Y.W.Ho. (2008). Effect of condensed tannins from <i>Leucaena</i> on soya bean meal fermentation in vitro. Proceedings of the 29th Malaysian Society of Animal Production Annual Conference.p. Penang, Malaysia. 96-97.</p>

3) **Paten dan Produk Komersil**

Patent and Commercialised Product

(Please enclose the copy of approval letter)

No.	Patent/Commercial Product
1.	<p>Format: Inventor, A.A., Inventor, B.B., & Inventor, C.C. (Year). Title of patent. Country of filing. Status, Application/IP No.</p> <p>Example: Fatimah Md Yusoff (2008). Starter Kit For the Production of Pure and High Quality Microalgae. Vietnam. Pending Patent, 1-2008-00906</p>

4) **Anugerah Akademik dan Pencapaian**

Academic Award and Achievement

(Please enclose the copy of approval letter)

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No.	Award/Achievement
1.	<p>Format: Name of researcher (Year). Title of award. Location: Organizer</p> <p>Example: M. Hamiruce Marhaban (2006). Best Freestyle Award at Field Robot Event. Stuttgart, Germany: IEEE International Robotic Event</p>

BAHAGIAN E: PERAKUAN PEMOHON

PART E: DECLARATION BY APPLICANT

Dengan ini saya mengaku bahawa:

I hereby declare that:

1. Saya pernah/tidak pernah* disabitkan atas tuduhan jenayah atau dihukum oleh mana-mana Mahkamah
I have/never been convicted of criminal charges or sentenced by any court*
2. Saya bukan seorang penagih dadah/saya seorang bekas penagih dadah*
*I am not a drug addict/I am a former drug user**
3. Saya pernah/tidak pernah* dibuang kerja oleh Kerajaan/Badan-badan Berkanun/Kuasa-kuasa Tempatan
I have/never been dismissed by Government/Statutory Bodies/Local Authorities*
4. Saya juga mengaku maklumat yang dinyatakan di dalam permohonan ini adalah benar
I also declare that the information stated in this application are true

*Sila potong mana yang tidak berkenaan

Please delete if not applicable

Tandatangan Pemohon

Applicant's Signature

:

Tarikh

Date

:

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BAHAGIAN F: PENCAPAIAN PETUNJUK PRESTASI (KPI)*PART F: KEY PERFORMANCE INDICATOR (KPI) ACHIEVEMENT****Untuk diisi bagi permohonan pembaharuan kontrak sahaja**** To be completed for renewal of contract application only*

Senarai Tugas dan Tanggungjawab <i>List of Duties and Responsibilities</i>	KPI minimum yang ditetapkan <i>Minimum KPI set</i> <i>(Please refer to Appendix A)</i>	Pencapaian KPI <i>(Sila lampirkan dokumen sokongan)</i> <i>KPI Achievement</i> <i>(Please enclose supporting documents)</i>
1) Prepare research proposal		
2) Total research grant obtained as project leader		
3) Number of publications in refereed journals		
4) Supervise graduate students in conducting research and publication		
5) Conduct training and courses		
6) Assist in mentoring researchers		
7) Assist in commercialization of research / intellectual property		
8) Assist in networking activity / research collaboration		

SEMAKAN OLEH PENYELIA*REVIEWED BY SUPERVISOR*Tandatangan Penyelia
Supervisor's Signature

:

Tarikh
Date

:

Cap Rasmi
Official Stamp

:

PENGESAHAN OLEH DEKAN/PENGARAH*ENDORCED BY DEAN/DIRECTOR*Tandatangan Dekan/Pengarah
Dean's/Director's Signature

:

Tarikh
Date

:

Cap Rasmi
Official Stamp

:

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BAHAGIAN G: CADANGAN PETUNJUK PRESTASI (KPI)*PART G: PROPOSED KEY PERFORMANCE INDICATOR (KPI)****Untuk diisi bagi permohonan pelantikan baharu dan permohonan pembaharuan kontrak**** To be completed for new appointment application and renewal of contract application*

Senarai Tugas dan Tanggungjawab <i>List of Duties and Responsibilities</i>	PETUNJUK PRESTASI DI FAKULTI/INSTITUT <i>'KEY PERFORMANCE INDICATOR' AT FACULTY/INSTITUTE</i> Sila rujuk Lampiran A untuk penetapan KPI calon (Please refer to Appendix A for KPI setting of candidate)
1) Prepare research proposal	
2) Total research grant obtained as project leader	
3) Number of publications in refereed journals	
4) Supervise graduate students in conducting research and publication	
5) Conduct training and courses	
6) Assist in mentoring researchers	
7) Assist in commercialization of research / intellectual property	
8) Assist in networking activity / research collaboration	
DISEDIAKAN OLEH PENYELIA <i>PREPARED BY SUPERVISOR</i>	
Tandatangan Penyelia <i>Supervisor's Signature</i> :	Tarikh <i>Date</i> :
Cap Rasmi <i>Official Stamp</i> :	
PENGESAHAN OLEH DEKAN/PENGARAH <i>ENDORCED BY DEAN/DIRECTOR</i>	
Tandatangan Dekan/Pengarah <i>Dean's/Director's Signature</i> :	Tarikh <i>Date</i> :
Cap Rasmi <i>Official Stamp</i> :	

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BAHAGIAN H: SOKONGAN KETUA PUSAT PENYELIDIKAN/LABORATORI
PART H: RECOMMENDATION BY HEAD OF RESEARCH CENTRE/LABORATORY

Permohonan ini adalah : **Disokong** **Tidak Disokong**
This application is Recommended Not Recommended

Ulasan
Remarks

Tandatangan Ketua Pusat
Penyelidikan/Laboratori
*Head of Research
Centre's/Laboratory's Signature*

Tarikh :
Date

Cap Rasmi :
Official Stamp

BAHAGIAN I: KELULUSAN DEKAN/PENGARAH
PART I: APPROVAL BY DEAN/DIRECTOR

Permohonan ini adalah : **Diluluskan** **Tidak Diluluskan**
This application is Approved Not Approved

Ulasan
Remarks

Tandatangan Dekan/Pengarah
Dean's/Director's Signature

Tarikh :
Date

Cap Rasmi :
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Lampiran A: Syarat lantikan baharu, senarai tugas dan tanggungjawab, gred dan kadar imbuhan bulanan, dan penetapan petunjuk prestasi Felo Penyelidik

Appendix A: *Terms of new appointment, list of duties and responsibilities, grade and monthly remuneration rate, and setting key performance indicator (KPI) of Research Fellow*

A) Syarat Lantikan Baharu Felo Penyelidik

Terms of new appointment of Research Fellow

1. Penempatan Felo Penyelidik adalah di institut dan di fakulti yang mempunyai Pusat Penyelidikan
Placement of Research Fellow was at institute and faculty that has a Research Centre
2. Kriteria syarat lantikan baharu Felo Penyelidik adalah seperti di bawah:
Criteria for new appointment of Research Fellow as below:

No.	Criteria	Research Fellow (UDQ10)	Research Fellow (UDQ9)	Research Fellow (UDQ8)	Research Fellow (UDQ7)	Research Fellow (UDQ6)	Research Fellow (UDQ5)
1.	Professional qualifications	Every candidate must have a Doctor of Philosophy (PhD) or equivalent in related areas, and at least 3 years as a lecturer/researcher, or at least 3 years as a Post-Doctoral	Every candidate must have a Doctor of Philosophy (PhD) or equivalent in related areas, and at least 4 years as a lecturer/researcher, or at least 4 years as a Post-Doctoral	Every candidate must have a Doctor of Philosophy (PhD) or equivalent in related areas, and at least 5 years as a lecturer/researcher, or at least 5 years as a Post-Doctoral	Every candidate must have a Doctor of Philosophy (PhD) or equivalent in related areas, and at least 8 years as a lecturer/researcher	Every candidate must have a Doctor of Philosophy (PhD) or equivalent in related areas, and at least 10 years as a lecturer/researcher	Every candidate must have a Doctor of Philosophy (PhD) or equivalent in related areas, and at least 12 years as a lecturer/researcher
2.	Number of research projects as Principal Investigator / Co-researcher	2 projects as Project Leader (if lecturer/researcher), or 3 projects as co-researcher (if Post-Doc)	3 projects as Project Leader (if lecturer/researcher), or 4 projects as co-researcher (if Post-Doc)	4 projects as Project Leader (if lecturer/researcher), or 5 projects as co-researcher (if Post-Doc)	5 projects as Project Leader (if lecturer/researcher)	6 projects as Project Leader (if lecturer/researcher)	7 projects as Project Leader (if lecturer/researcher)
3.	Total allocation of research grants obtained	<u>Science/Engineering:</u> At least RM75,000 <u>Social Science:</u> At least RM25,000	<u>Science/Engineering:</u> At least RM100,000 <u>Social Science:</u> At least RM50,000	<u>Science/Engineering:</u> At least RM250,000 <u>Social Science:</u> At least RM150,000	<u>Science/Engineering:</u> At least RM500,000 <u>Social Science:</u> At least RM300,000	<u>Science/Engineering:</u> At least RM750,000 <u>Social Science:</u> At least RM450,000	<u>Science/Engineering:</u> At least RM1,000,000 <u>Social Science:</u> At least RM600,000
4.	Publication in journal	At least 15 CIJ	At least 25 CIJ	At least 35 CIJ	At least 40 CIJ, and accumulated citation of at least 50 CIJ	At least 50 CIJ, and accumulated citation of at least 100 CIJ	At least 60 CIJ, and accumulated citation of at least 150 CIJ

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Lampiran A: Syarat lantikan baharu, senarai tugas dan tanggungjawab, gred dan kadar imbuhan bulanan, dan penetapan petunjuk prestasi Felo Penyelidik

Appendix A: *Terms of new appointment, list of duties and responsibilities, grade and monthly remuneration rate, and setting key performance indicator (KPI) of Research Fellow*

B) Senarai Tugas dan Tanggungjawab Felo Penyelidik

List of duties and responsibilities of Research Fellow

1. Prepare research proposal in the effort to get more research allocations
2. Generate new research projects in the faculty or institute
3. Publish papers in high impact journals
4. Supervise graduate students in research and publication
5. Become mentors to new researchers
6. Assist in research commercialization
7. Assist in building networks and linkages with external collaborators
8. Carry out research activities including consultation in areas of expertise

C) Syarat Perkhidmatan

Conditions of Service

1. Terma lantikan adalah sepenuh masa
Terms of appointment is full time
2. Tempoh pelantikan adalah 1 hingga 3 tahun dan boleh dilantik semula
Period of appointment is 1 to 3 years and can be initially appointed
3. Kemudahan perubatan adalah untuk diri sendiri sahaja sama ada di Klinik Panel atau Hospital Kerajaan
Medical benefits is eligible for officers from the University's approved panel of medical practitioners or Government Hospital in Malaysia only
4. Tambang penerbangan adalah mengikut kelayakan
Travel Class by qualifying
5. Cuti tahunan adalah sebanyak 25 hari setahun
Annual leave is 25 days a year
6. Gred dan kadar imbuhan bulanan seperti berikut:
Grade and monthly remuneration rate as follow:

Felo Penyelidik <i>Research Fellow</i>	Imbuhan Bulanan <i>Monthly Salary (Fixed all-in)</i>
Gred UDU5 setara VK5	RM 18,000.00
Gred UDU6 setara VK6	RM 16,000.00
Gred UDU7 setara VK7	RM 14,000.00
Gred UDU8 setara DS53	RM 12,000.00
Gred UDU9 setara DS51	RM 10,000.00
Gred UDU10 setara DS45	RM 8,000.00

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Lampiran A: Syarat lantikan baharu, senarai tugas dan tanggungjawab, gred dan kadar imbuhan bulanan, dan penetapan petunjuk prestasi Felo Penyelidik

Appendix A: Terms of new appointment, list of duties and responsibilities, grade and monthly remuneration rate, and setting key performance indicator (KPI) of Research Fellow

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Lampiran A: Syarat lantikan baharu, senarai tugas dan tanggungjawab, syarat perkhidmatan, dan penetapan petunjuk prestasi Felo Penyelidik
Appendix A: Terms of new appointment, list of duties and responsibilities, conditions of service, and setting key performance indicator (KPI) of Research Fellow

D) Penetapan Petunjuk Prestasi Felo Penyelidik
Setting key performance indicator (KPI) of Research Fellow

1. Prepare research proposal

Appointment	Research Fellow (UDQ10)	Research Fellow (UDQ9)	Research Fellow (UDQ8)	Research Fellow (UDQ7,6,5)
First Year	Assist in preparing three (3) research proposals to: a) 1 government agency (other than university grants) b) 1 international body c) 1 industry/private company	Assist in preparing four (4) research proposals to: a) 2 government agencies (other than university grants) b) 1 international body c) 1 industry/private company	Assist in preparing five (5) research proposals to: a) 2 government agencies (other than university grants) b) 1 international body c) 2 industry/private companies	Assist in preparing six (6) research proposals to: a) 2 government agencies (other than university grants) b) 2 international bodies c) 2 industry/private companies
Second Year	Assist in preparing two (2) research proposals to: a) 1 international b) 1 industry/private	Assist in preparing three (3) research proposals to: a) 1 international b) 2 industry/private	Assist in preparing four (4) research proposals to: a) 2 international b) 2 industry/private	Assist in preparing five (5) research proposals to: a) 2 international b) 3 industry/private
Third Year and onwards	Same as the second year	Same as the second year	Same as the second year	Same as the second year

2. Total research grant obtained as project leader

Appointment	Research Fellow (UDQ10,9,8)		Research Fellow (UDQ7,6,5)	
First Year	None		None	
Second Year	<u>Science/Engineering:</u> Government : RM60,000 International : RM20,000 Industry/Private : RM20,000	<u>Social Science:</u> Government : RM30,000 International : RM10,000 Industry/Private : RM10,000	<u>Science/Engineering:</u> Government : RM100,000 International : RM50,000 Industry/Private : RM50,000	<u>Social Science:</u> Government : RM50,000 International : RM20,000 Industry/Private : RM20,000
Third Year and onwards	<u>Science/Engineering:</u> Government : RM60,000 International : RM20,000 Industry/Private : RM20,000	<u>Social Science:</u> Government : RM30,000 International : RM10,000 Industry/Private : RM10,000	<u>Science/Engineering:</u> Government : RM100,000 International : RM50,000 Industry/Private : RM50,000	<u>Social Science:</u> Government : RM50,000 International : RM20,000 Industry/Private : RM20,000

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Lampiran A: Syarat lantikan baharu, senarai tugas dan tanggungjawab, syarat perkhidmatan, dan penetapan petunjuk prestasi Felo Penyelidik
Appendix A: Terms of new appointment, list of duties and responsibilities, conditions of service, and setting key performance indicator (KPI) of Research Fellow

3. Number of publications in refereed journals

Appointment	Research Fellow (UDQ10)	Research Fellow (UDQ9)	Research Fellow (UDQ8)	Research Fellow (UDQ7)	Research Fellow (UDQ6)	Research Fellow (UDQ5)
First Year (as corresponding author)	1 CIJ	1 CIJ	2 CIJ	3 CIJ	3 CIJ	3 CIJ
Second Year (as corresponding author)	2 CIJ	3 CIJ	4 CIJ	5 CIJ	6 CIJ	7 CIJ
Third Year and onwards (as corresponding author)	4 CIJ	5 CIJ	6 CIJ	7 CIJ	8 CIJ	9 CIJ

4. Supervise graduate students in conducting research and publication

Appointment	Research Fellow (UDQ10,9)	Research Fellow (UDQ8)	Research Fellow (UDQ7)	Research Fellow (UDQ6)	Research Fellow (UDQ5)
First Year	None	None	1 student as co-supervisor	1 student as co-supervisor	1 student as co-supervisor
Second Year	1 student as supervisor, and 1 student as co-supervisor	1 student as supervisor, and 2 students as co-supervisor	2 students as supervisor, and 2 students as co-supervisor	2 students as supervisor, and 3 students as co-supervisor	2 students as supervisor, and 4 students as co-supervisor
Third Year and onwards	2 students as supervisor, and 1 student as co-supervisor	2 students as supervisor, and 2 students as co-supervisor	3 students as supervisor, and 2 students as co-supervisor	3 students as supervisor, and 3 students as co-supervisor	3 students as supervisor, and 4 students as co-supervisor

5. Conduct training and courses

Appointment	Research Fellow (UDQ10,9,8)	Research Fellow (UDQ7,6,5)
First Year	1 course	2 courses
Second Year and onwards	2 courses	3 courses

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Lampiran A: Syarat lantikan baharu, senarai tugas dan tanggungjawab, syarat perkhidmatan, dan penetapan petunjuk prestasi Felo Penyelidik*Appendix A: Terms of new appointment, list of duties and responsibilities, conditions of service, and setting key performance indicator (KPI) of Research Fellow***6. Assist in mentoring researchers**

Appointment	Research Fellow (UDQ10,9)	Research Fellow (UDQ8)	Research Fellow (UDQ7,6,5)
First Year	1 researcher	1 researcher	1 researcher
Second Year and onwards	1 researcher	1 researcher	2 researchers
Third Year and onwards	1 researcher	2 researchers	3 researchers

7. Assist in commercialization of research / intellectual property

Appointment	Research Fellow (UDQ10,9)	Research Fellow (UDQ8)	Research Fellow (UDQ7,6,5)
First Year	None	None	None
Second Year and onwards	1 research group	1 research group	1 research group
Third Year and onwards	1 research group	2 research groups	3 research groups

8. Assist in networking activity / research collaboration

Appointment	Research Fellow (UDQ10,9)	Research Fellow (UDQ8)	Research Fellow (UDQ7,6,5)
First Year	None	None	None
Second Year	1 local/international	2 local/international	2 local and 1 international
Third Year and onwards	1 local/international	1 local and 1 international	2 local and 1 international

*Research Fellow must fulfill the above performance indicators and the final decision is under consideration of the Selection Committee (Research)

NO. SEMAKAN : 00
NO. ISU : 02
TARIKH KUATKUASA : 16/01/2014