

## Policy Analysis Exercise (PAE) Agreement

A. Project Title:

B. Participating Organization ("PAE Client"):

Contact Name:

Title:

Address:

Phone:

Email:

C. Student Team Members ("Investigators") are candidates of the Master in Public Policy Programme, Lee Kuan Yew School of Public Policy, National University of Singapore ("LKYSPP-NUS").

1. Name:

Nationality:

Phone:

Email:

2. Name:

Nationality:

Phone:

Email:

3. Name:

Nationality:

Phone:

Email:

4. Name:

Nationality:

Phone:

Email:

5. Name:

Nationality:

Phone:

Email:

6. Name:

Nationality:

Phone:

Email:

The Investigators will be supervised by the following Faculty Advisor:

Name:

Designation:

Phone:

Email:

**D. Purpose of the Project (“Purpose”):**

This project is conducted under the Policy Analysis Exercise (PAE) module of the Lee Kuan Yew School of Public Policy’s Master in Public Policy programme whereby the Investigators shall prepare a Project Report and oral presentation based on the research conducted by them. The PAE is a student project and does not in any way represent the views of the LKYSPP-NUS.

**E. Ownership of Data, Records, and Intellectual Property**

E.1 For the purpose of this Agreement, each party shall remain the sole owner of any of its intellectual property and rights existing prior to the date of this Agreement.

E.2 Prior to any publication or release to third parties (including the PAE Conference, which is a public event) of the Project Report, the PAE Client shall be provided with a copy of the Project Report. The PAE Client shall use reasonable efforts to complete its review as promptly as possible. The Investigators, before the PAE Conference, and after, if they wish to publish or publically distribute the Project Report, shall consider in good faith any comments submitted by the PAE Client regarding the content thereof and shall delete any information that the PAE Client requests to be kept confidential.

E.3 Subject to Cl.F.1 below, all rights, title and interest in the completed Project Report prepared by the Investigators and all other documents (other than the Project Report) generated by the Investigators in the course of the Project shall be the sole and exclusive property of the Investigators; the Investigators shall grant to the PAE Client a royalty-free, worldwide, non-exclusive license and/or right to use, reproduce, modify or publish the information and data contained in the Project Report solely for non-commercial internal business purposes, subject to Cl. E.6 below and the Applicable Law. Any commercial use of the Project Report shall be subject to the express written consent of LKYSPP-NUS being obtained. The licence and permission to the PAE Client to reproduce the Project Report and to prepare derivative works from the Project Report is granted, provided the copyright of the author and “No Warranty” statements set out in Cl. E.6 are included with all reproductions and derivative works.

E.4 Unless the PAE Client has requested in writing to keep the Project Report, or parts of it, confidential, the Investigators are able to share and publish their Project Report, or an article based on the Project Report, should they wish to do so.

E.5 Unless the PAE Client has requested in writing to keep the Project Report, or parts of it, confidential, LKYSPP-NUS shall have a perpetual, royalty-free, non-exclusive license to use, duplicate, or publish or disclose or distribute (including electronic distribution via the Internet or in affiliation with other educational institutions) the Project Report, in whole or in part and in any manner and in any medium, and to have or permit others to do so, for educational and/or research purposes.

E.6 The Project Report produced by the Investigators is furnished on an "AS-IS" basis. NUS and the Investigators make no warranties of any kind, either expressed or implied, as to any matter including, but not limited to, warranty of fitness for purpose or merchantability, non-infringement of third party intellectual property rights, exclusivity or of the results obtained from use of any part of the materials, content and/or conclusions, recommendations, findings in the Project Report or of the accuracy, completeness of the Project Report. LKYSPP-NUS and the Investigators do not accept any liability for any action or inaction taken in reliance upon the Project Report or for any error or omission in relation to the content (or any part thereof) of the Project Report. To the extent permitted by Law, LKYSPP-NUS and the Investigators, shall not be liable for any direct, indirect, incidental, special or consequential damages, claims or losses of any nature (including but not limited to loss of profits) arising in contract, tort or otherwise from the PAE Client's reliance on the content, or use of the Project Report. The PAE Client expressly agrees that the PAE Client's use of, and reliance upon the Project Report is at the PAE Client's sole risk.

E.7 Neither the Investigators nor NUS shall make use of the trademarks and/or logos and/or business names of the PAE Client in any way, without the PAE Client's express prior written approval.

**F: Personal Data** (Section F will be deemed invalid, if the Project does not involve or use personal data of individuals)

F.1. The PAE Client represents, undertakes and warrants that:

(a) for any personal data of individuals that PAE Client will be or is disclosing to the Investigators and/or to the National University of Singapore ("NUS"), that PAE Client would have, prior to disclosing such personal data, obtained the appropriate consent from the individuals whose personal data are being disclosed, to :

(i) permit PAE Client to disclose the individuals' personal data for the Purpose; and/or

(ii) permit the Investigators to collect, use, disclose and/or process the individuals' personal data for the Purpose, which personal data may be referenced,

used and/or otherwise incorporated as part of the Project Report prepared by the Investigators;

(b) any personal data of individuals that PAE Client will be or is disclosing pursuant to the conduct of this PAE Project are accurate.

(c) it shall give NUS notice in writing as soon as reasonably practicable should it be aware that any individual above has withdrawn such consent as set out at sub-clause (a); and

(d) it shall otherwise assist NUS to comply with the Personal Data Protection Act 2012 (PDPA) and all subsidiary legislation related thereto.

F.2. Notwithstanding anything to the contrary, PAE Client undertakes to indemnify and at all times hereafter to keep the Investigators and/or NUS and its related corporations (together with their respective officers, employees and agents) (each an "Injured Party") indemnified against any and all losses, damages, actions, proceedings, costs, claims, demands, liabilities (including full legal costs on a solicitor and own Client basis) which may be suffered or incurred by the Injured Party or asserted against the Injured Party by any person or entity (including PAE Client, his/her agents) whatsoever, in respect of any matter or event whatsoever arising out of, in the course of, by reason of or in respect of:

(a) any breach of any of the provisions in this clause; and/or

(b) any action or omission by PAE Client, that causes the Investigators and/or NUS and/or any of its related corporations to be in breach of the PDPA.

F.3. No fees shall be payable to: (a) the Investigators and/or NUS by the PAE Client for the conduct of the Project; or (b) the PAE Client by NUS or the Investigators with regards the participation or provision of any of the materials or data supplied by the PAE Client for the Purpose.

Name of PAE Client organization	Date (dd/mm/yyyy)
Authorised Representative signing on behalf of PAE Client organization: Name: Title:	
Signature	
<b>For official use only:</b> Name and signature (consent taker)	<b>For official use only:</b> Date (dd/mm/yyyy)

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