



**ATRC STEM  
Mentoring Program  
Program Terms & Conditions**

# Terms and Conditions

## Mentee Eligibility

The pilot program (commencing May 2023 until August 2023) is open for application to students who are studying in an Abu Dhabi secondary school and are in grades 9 through 12. The program (commencing September 2023) is open for application to students who are studying in an Abu Dhabi secondary school or university (both undergraduate and post-graduate levels).

To apply for the program, please visit <https://mentorship.atrc.ae/>.

## Mentor Eligibility

Mentors must either:

- Have industry experience in a STEM-related field.
- Be an industry representative with experience in STEM whose organisation is approved by ATRC.

## Mentoring Program Officer

The Program is coordinated and administered by ATRC and the designated Program Officer. The Program Officer will have 1 on 1 informal interview at the stage of selection for the program and will also be the main contact and support for mentors.

Mentors should contact ATRC on the email address set out below, as soon as possible if you experience any of the following:

- If you experience any uncertainty or discomfort within the mentoring relationship
- If a mentee discloses information which makes you concerned for their welfare
- If your mentee is unresponsive or is displaying lack of commitment to the mentoring relationship
- If you are having difficulty keeping the mentoring relationship going and need new ideas or topics to discuss
- If a mentee is becoming overly dependent on you



## Role of Mentors and Mentees

Mentors guide, motivate, challenge, and encourage mentees to achieve their goals and grow personally and professionally.

Mentoring is a two-way relationship, and the mentor is not expected to lead the relationship.

### Mentors

- Practice active listening
- Build confidence in their mentee
- Provide constructive feedback
- Are open to sharing their career journey, experiences, and career goals
- Challenge mentees' preconceptions and assumptions of themselves, career paths, and professions
- Support mentees to solve problems

### Mentees

- Take a proactive role in shaping the mentoring relationship
- Set goals for the relationship
- Be open and honest in sharing your experiences, challenges, and weaknesses.
- Accept feedback and constructive criticism
- Open to opportunities to network and increase professional connections
- Take responsibility for personal and professional development activities

### By participating in the program:

- The participants must abide by the Terms and Conditions included herein
- The program's structure and requirements are subject to change at any time at ATRC's discretion.

## Grievance Procedure & Reporting a Breach of Conduct

In the first instance any issues related to the Program, should be discussed with the Program Officer. If a serious breach of conduct occurs it must be reported to the Program Officer in writing by outlining the details, date, and time.

For any concerns related to a breach, please email [stemyouthmentorship@atrc.gov.ae](mailto:stemyouthmentorship@atrc.gov.ae)

## Health and Safety

Mentors should be aware of all relevant health and safety issues if their mentee visits their workplace. Mentees should be inducted into safe working procedures during office or site visits.

This does not apply if you are meeting on campus or in a public place.

## ATRC Stem Mentoring Program – Legal

### 1. INTRODUCTION

- 1.1 These terms and conditions (these **Terms**) set out the rights, obligations, and restrictions for participation in the ATRC STEM Mentorship Program (the **Program**).
- 1.2 Prior to participating in the Program, please read these Terms carefully. By participating in the Program, the Mentee confirms its acceptance of these Terms.

### 2. DEFINITIONS

In these Terms, unless the context otherwise requires:

**ATRC** means the Advanced Technology Research Council;

**Mentee** means a person being mentored under the Program;

**Mentor** means any person who mentors a Mentee under the Program;

**Program** means the ATRC STEM Mentoring Program; and

**Terms** means these terms and conditions.

### 3. ROLE OF ATRC

- 3.1 ATRC's involvement in the Program is limited to the design of the Program, the continued efforts to improve the Program, the administrative execution of the program, the provision of a stipulated budget to cover minor expenses for the Program, the reviewing of applications from Mentors and Mentees to join the program, and the matching of individual Mentors to individual Mentees. These roles are fulfilled by ATRC at its sole discretion and may decline to do so for any reason.
- 3.2 While ATRC has made every effort to ensure that mentoring provided through the Program is of high quality and relevant to applicants, it cannot guarantee the integrity, quality or accuracy of the advice or guidance provided by Mentors.
- 3.3 The expectation is that the Program will consist of meetings and/or phone calls and/or email or other communications between the Mentee and the Mentor from time to time. The content,

frequency, and duration of these will be as agreed between the Mentee and the Mentor.

- 3.4 The Program is for educational purposes only and is not intended to be a substitute for professional training and/ or advice.
- 3.5 The Mentor shall not at any time be obliged to provide or continue to provide any mentoring services to the Mentee.
- 3.6 The Mentee shall not at any time be obliged to request or receive mentoring services from the Mentor.

### 4. LIABILITY

- 4.1 The Mentee shall not at any time be obliged to act on any information, suggestion, advice, or guidance given by the Mentor as part of the Program, but if and to the extent that the Mentee does so, it shall do so at its own risk.
- 4.2 The Mentee acknowledges that any services provided by ATRC, and the Mentor are provided free of charge and in good faith.
- 4.3 While the Program is intended to facilitate the Mentee's professional development, the Program should not be considered as a substitute for the Mentee's own judgment. The final responsibility for judgments and decisions made by the Mentee in the Program, and the actions that flow from them, lie with the Mentee.
- 4.4 Except as expressly provided in these Terms, no representation, warranty, or condition, express or implied, statutory, or otherwise, as to condition, satisfactory quality, performance or fitness for purpose or otherwise is given by ATRC in relation to the Program and all such representations, warranties and conditions are excluded save to the extent that their exclusion is prohibited by law.
- 4.5 ATRC is not liable to the Mentee or to any third party for any loss, damage, costs or liabilities suffered as a result of the Program, the existence of the relationship between the Mentee and ATRC and/or the Mentee and the Mentor, the services provided or the act or omissions of any person.

## ATRC Stem Mentoring Program – Legal

4.6 Any information provided under the Program is provided without any guarantees, conditions, or warranties as to its accuracy. To the extent permitted by law, ATRC hereby expressly excludes: all conditions, warranties and other terms which might otherwise be implied by statute, common law or the law of equity; and any liability for any direct, indirect or consequential loss or damage incurred by any participant in connection with the Program or in connection with the use, inability to use, or results of the use of it.

4.7 Nothing in this clause shall limit or exclude ATRC's liability for death or personal injury, or which results from fraud.

### 5. INDEMNITY

The Mentee shall on request indemnify in full and hold harmless ATRC, each member of its group, their respective successors, and their respective officers and employees (each an **Indemnified Person**) from and against any and all claims, actions, liabilities, demands, proceedings or judgments which may be made, threatened or alleged, in any jurisdiction against or otherwise involving an Indemnified Person (each a **Claim**) and from all losses, costs, damages, charges or expenses (including legal expenses reasonably incurred) which an Indemnified Person may suffer or incur from time to time (including all Expenses reasonably incurred in disputing any Claim and/or in establishing a right to be indemnified pursuant to this clause 5 and/or in seeking advice regarding any Claim or in any way related to or in connection with this indemnity) (each an **Expense**), in any such case arising out of, based upon or in connection with, whether directly or indirectly, the Mentee's participation in the Program.

### 6. CONFIDENTIALITY

6.1 The Mentee hereby permits ATRC to refer to the Mentee, the Mentor and the existence of the arrangement contemplated by these Terms in any publication or material it may use to publicise and promote the Program and the work of ATRC.

6.2 The Mentee may not use or disclose any intellectual property of ATRC in any public forum or channel and may not disclose or use any sensitive information that they may obtain from ATRC or the Mentors throughout the course of the Program, without the prior written consent of ATRC.

6.3 The Mentee shall keep confidential all information, suggestions, advice or guidance provided by the Mentor to the Mentee as part of the Program (unless waived by the Mentor).

6.4 The Mentee must not use any personal data about a Mentor (including their email address) for any purpose not related to the Program.

### 7. TERM

7.1 Whilst the Mentee remains engaged in the Program (whether such engagement exists to be determined by ATRC acting reasonably), these Terms will continue in force.

7.2 ATRC will determine, in its discretion, whether there has been a breach of these Terms. When a breach has occurred, ATRC may take such action as it deems appropriate, including but not limited to immediate, temporary, or permanent withdrawal of the Mentee's participation in the Program.

### 8. GENERAL

#### 8.1 No partnership or agency

Nothing in these Terms shall be deemed to constitute a partnership between ATRC or any other person, nor constitute any person the agent of ATRC for any purpose.

#### 8.2 Amendments

These Terms may be amended at any time by ATRC in its sole discretion.

#### 8.3 Third Party Rights

Except as expressly stated in these Terms, a person who is not a party to this agreement shall have no right to enforce any of its terms.

## ATRC Stem Mentoring Program – Legal

### 8.4 Whole agreement

- (a) These Terms contains the whole agreement between the Mentee and ATRC relating to the participation in the Program and supersede any previous drafts, agreements, arrangements, or understandings, whether oral or in writing, between the Mentee and ATRC relating to the Program. Except as expressly required by applicable law, no terms shall be implied (whether by custom, usage or otherwise) into these Terms.
- (b) The Mentee:
  - (i) acknowledges that, in agreeing to enter into these Terms, it has not relied on and shall not have any claim arising under or in connection with any express or implied representation, warranty, collateral contract or other assurance (except those expressly set out in this agreement) made by or on behalf of ATRC before the entering into of these Terms;
  - (ii) agrees that the only right or remedy it may have in relation to any provision of these Terms shall be for breach of these Terms;
  - (iii) waives all rights and remedies which, but for this subclause (b), might otherwise be available to it in respect of any such express or implied representation, warranty, collateral contract or other assurance; and
  - (iv) acknowledges and agrees that no express or implied representation, warranty, collateral contract or other assurance may form the basis of, or be pleaded in connection with, any claim

made by it under or in connection with these Terms.

- (c) Nothing in this clause 8.5 limits or excludes any liability for fraud or fraudulent misrepresentation.

### 9. GOVERNING LAW

These Terms and any dispute or claim arising out of or in connection with them or their subject matter, existence, negotiation, validity, termination, or enforceability (including non-contractual disputes or claims) shall be governed by, and be interpreted in accordance with, the laws of Abu Dhabi and the Federal Laws of the United Arab Emirates as applied by the civil courts of Abu Dhabi.

### 10. DISPUTE RESOLUTION

The civil courts of Abu Dhabi have exclusive jurisdiction to settle any dispute, claim or controversy arising out of or in connection with these Terms, including any dispute as to their existence, validity, interpretation, performance, breach or termination or the consequences of their nullity and any dispute relating to any non-contractual obligations arising out of or in connection with them, and the Mentee submits to the exclusive jurisdiction of the civil courts of Abu Dhabi.