

**GENERAL CIRCULAR NO. 3 YEAR 1999**  
**REGULATIONS FOR THE CONDUCT OF RESEARCH IN**  
**MALAYSIA**

**1. OBJECTIVES**

- 1.1 This general circular contains the revised regulations for the conduct of research in Malaysia replacing General Circular No. 7/1978. The Regulations covers all foreign researchers and Malaysian nationals domiciled overseas. The objective of this regulation is to expedite and co-ordinate research conducted in Malaysia by foreign researchers and Malaysian nationals from institutions and/or organisation overseas.

**2. BACKGROUND**

- 2.1 In the past, the regulations pertaining to the conduct of research in Malaysia by Malaysian national and foreign national was provided for in General Circular No. 7/1978 that was enforced by the Socio-Economic Research Unit (SERU) and later by the Economic Planning Unit (EPU) following the formers absorption into EPU. The revised regulations are to replace the relevant general circular so as to expedite the processing of the applications.

**3. DEFINITION**

- 3.1 For purpose of this regulation, the term A researchers refers to foreign nationals or Malaysians from foreign institutions and/or organisations who scientifically and objectively research a particular area or problem. The research to be conducted should enhance knowledge and understanding of the area researched.
- 3.2 Research can be conducted by individuals or collectively in groups.

**4. IMPLEMENTATION MECHANISM**

- 4.1 The regulations inter alia state:
- 4.1.1 that a foreign researcher who has been approved to conduct research must do so in collaboration with a Malaysian counterpart;

4.1.2 that all foreign researchers will be required to pay an application fee of RM50 (ringgit fifty only) and registration fee of RM150 (ringgit one hundred and fifty only); and

4.1.3 the role and responsibilities of the relevant agencies.

## **5. OBJECTIVES OF THE REGULATIONS**

5.1 The objective of this circular are:

5.1.1 ensure that all research conducted is registered with a central registry;

5.1.2 the results of the research are beneficial to the country;

5.1.3 ensure that no specimens are taken out of the country without the approval of the department concerned; and

5.1.4 monitor research that is sensitive in nature in order to protect the nations image and safeguard national interest. Details pertaining to sensitive issues are provided for in APPENDIX A.

## **6. PROCESSING OF APPLICATIONS**

6.1 The regulations pertaining to the processing of applications is as provided in Appendix B, which details the process entailed.

6.2 The authority to approve a research applications lies exclusively with EPU.

## **7. ROLE AND RESPONSIBILITIES OF THE GOVERNMENT AGENCIES**

### ***Economic Planning Unit***

7.1 EPU is the co-ordinating agency in all matters pertaining to research as provided for in this general circular. EPU is thus responsible for:

7.1.1 the implementation of all regulations pertaining to the co-ordination of research as provided for in APPENDIX B;

7.1.2 ensuring that every foreign researcher applying to conduct research in Malaysia has a Malaysian counterpart from a local research institution, a local institution of higher learning or a government agency actively involved in the research being conducted;

- 7.1.3 ensuring that the relevant agencies are informed of the findings of the research; and
  - 7.1.4 determining and collecting the application fee, the registration fee and other payments from all foreign researchers. These fees will not be refunded regardless of the decision as to the application.
- 7.2 In implementing the regulations, EPU inter alia:-
- 7.2.1 can refer to other agencies (besides the agencies identified by the researcher) for their comments; and
  - 7.2.2 revoke the approval at anytime without prior notice
- 7.3 The researcher is required to obtain a letter from EPU certifying that all requirements have been complied with before leaving Malaysia. This letter has to be submitted to the authorities at the point of departure.

### ***Immigration Department***

- 7.4 The Immigration Department is responsible for:
- 7.4.1 undertaking security checks on the foreign researcher who has applied to conduct research;
  - 7.4.2 informing EPU as to the decision pertaining to the foreign researcher before the research pass is issued;
  - 7.4.3 issuing professional visit pass to the researcher for the duration stated in the research pass and the letter issued by EPU; and
  - 7.4.4 ensuring that the foreign research does not leave the country without the letter of exemption issued by EPU.

### ***Malaysian Embassies/Malaysia High Commissions /Ministry of Foreign Affairs***

- 7.5 Malaysian Embassies/Malaysian High Commissions/Ministry of Foreign Affairs as the nations representative overseas are responsible for:
- 7.5.1 enhancing awareness and understanding of regulations pertaining to conducting research in Malaysia;

- 7.5.2 providing application forms to applicants intending to conduct research in Malaysia; and
- 7.5.3 advising EPU from time to time as to the extent of service that should be extended to researchers from the country concerned.

***Ministries/Departments/Government Agencies/State Governments/  
Institutions of Higher Learning/Local Research Institutes***

- 7.6 All agencies and institutions of higher learning are required to:
  - 7.6.1 ensure that all researchers obtain prior approval from EPU before undertaking research;
  - 7.6.2 provide comment on the research proposal, the objective of the research, methodology, scope, location of research, benefit to the nation etc;
  - 7.6.3 provide comments on the research proposal to EPU within two weeks. In the event of the relevant agency failing to do so, EPU will use its discretion in deciding on the application;
  - 7.6.4 ensure that no specimens are taken out of the country without the prior approval of the authorities concerned; and
  - 7.6.5 report to EPU complaints as to the behaviour and any improper conduct on the part of the researcher while undertaking research.

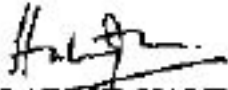
**8. ROLE AND RESPONSIBILITIES OF THE COUNTERPART**

- 8.1 The Malaysian counterpart has a definite role and responsibilities vis-a-vis the researcher he/she has undertaken to co-operate with. The counterpart must ensure constant monitoring of the activities of the researcher who is being supervised. The role and responsibilities of the counterpart are as provided for in APPENDIX C.

**9. EFFECTIVE DATE AND DATE OF REVOCATION**

- 9.1 This general circular will be effective from the date it is issued and consequently the General Circular No. 7/1978 and the regulations pertaining to it will be revoked.

**'BERKHIDMAT UNTUK NEGARA'**



**(TAN SRI ABDUL HALIM BIN ALI)**

Chief Secretary to the Government  
PRIME MINISTERS DEPARTMENT  
KUALA LUMPUR.

July 31, 1999.