

WHAT IS THE MTA?

The Material Transfer Agreement (MTA) is used to formalize the shipment of genetic material to an institution located in another country.

Through this type of instrument, it is possible to promote the development of joint research projects between the sending and receiving institutions, with the latter being assigned the responsibility for using the material for in-depth studies and research in the related field of knowledge.

INSTRUMENT TEMPLATE:

The template used for formalizing a Material Transfer Agreement must follow the specific regulations and guidelines of the Genetic Heritage Management Council (CGen), which is linked to the Ministry of the Environment of Brazil.

Besides the draft in accordance with the terms outlined by the legislation, a Shipment Guide must also be completed. This document contains more specific, detailed information about the genetic material to be transferred.

QUESTIONS:

Questions regarding to the formalization of an MTA should be sent via email to ir@ufla.br.

STEP 1: Send the cooperation proposal to the e-mail ir@ufla.br.

STEP 2: Complete the interest form provided by DRI, specifying details about the material sent.

STEP 3: Monitor the sharing of the CGen standard draft by the DRI with the partner for the completion of institutional data.

STEP 4: Await the final version of the draft to be defined by the DRI. If there is material to be sent immediately, a Shipment Guide will also be provided for completion.

STEP 5: Following guidance from the DRI, submit the final documents for review by the Departmental Council.

STEP 6: Request the Department to initiate a process in SEI to be submitted to the DRI regarding the Resolution containing the approval of the partnership and your appointment as coordinator.

Note: in this process, the final approved versions of the draft and the Work Plan must also be submitted.

STEP 7: Await the continuation of the process. (After the analysis, the DRI will forward the process to review by the Academic Unit Board).

STEP 8: Once the process is completed, monitor the signing and execution of the instrument, carried out by the DRI.