

*[To be inscribed onto the letterhead of the University/Institution]*

**LETTER OF INDEMNITY & UNDERTAKING**

To:  
**Learning & Talent Development**  
**Group Human Resource Management**  
**Bintulu Port Holdings Berhad**  
Lot 15, Block 20, Kemena Land District  
12<sup>th</sup> Mile, Tanjung Kidurong Road  
P.O Box 996, 97008 Bintulu  
Sarawak

RE: *(Trainee's full name & I/C No. (Trainee's IC No.))*

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In consideration of **Bintulu Port Holdings Berhad** providing and making available to Mr/Ms *(Trainee's fullname) (I/C No. (Trainee's IC No.))* ("Trainee") of discipline *(Trainee's discipline of Study)* a place and facilities for industrial training programme, *(University/Institution's Name)* from ..... until .....hereby agrees and undertakes that the University/Institute shall be liable for and will indemnify *(to insert Company's Name)* all liabilities, loss, claims or proceedings, actions in respect of injuries, including death of, and loss of or damage to property of, the Trainee or third parties arising out of negligence, any act, omission of the Trainee or contributable to or was partly contributable to the performance of work of the Trainee in the course of the Trainee undergoing the industrial training programme, save and except such injuries, deaths, loss, damage as may be caused by any act, omission, neglect or default of your Company (including your employees, contractor, workmen, invitees).

Date: .....

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(UNIVERSITY/INSTITUTE OFFICIAL STAMP)

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For Director  
  
(University/Institution's Name & Address)  
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cc. Sponsor/ Parents/ Guardian