

অসম অসম ASSAM

MEMORANDUM OF UNDERSTANDING

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This MEMORANDUM OF UNDERSTANDING is entered on 20th February, 2020 BY AND BETWEEN INDIAN SKILLS ACADEMY in association with JOBHUT, having its principal place of business at Level V, Boraj Arcade, Opp Ayursundra Hospital, Lachit Nagar, Guwahati-781007, Assam represented by its Managing Director, hereafter referred to as the "Training Provider" of ONE PART

AND

LANKA MAHAVIDYALAYA, LANKA, PIN-782446, Hojai, Assam represented by the Principal, Lanka Mahavidyalaya, Lanka referred to as the "Training Partner" of THE OTHER PART.

This Memorandum of Understanding (MoU) defines the role and responsibilities of the participating two agencies


1.0 ROLE OF INDIAN SKILLS ACADEMY IN ASSOCIATION WITH JOBHUT


- 1.1 Periodic monitoring and screening of students of Lanka Mahavidyalaya, Lanka, Assam.
- 1.2 Train students on grooming, employment enhancement skills, writing & basics of computer.
- 1.3 Provide Training programme to students of Lanka Mahavidyalaya, Lanka who would be ready for placement.
- 1.4 Train students in the Indian Skill Academy premise at Lachit Nagar, Guwahati and Lanka Mahavidyalaya College Campus.
- 1.5 Assured placement assistance to the trained students of the Lanka Mahavidyalaya, Lanka.
- 1.6 Continual behavioural development of students through orientation process.

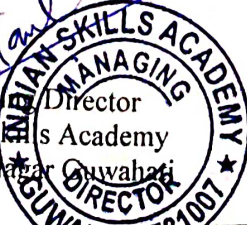
2.0 ROLE OF COLLEGE


- 2.1 Maintain student pool.
- 2.2 Encourage students to enrol themselves in the said training programme.
- 2.3 Maintain data base of students who have been selected for the said training programme and those that availed employment through this training.

The MoU is valid for Government sponsored programmes which is absolutely free of cost for the students that include food and hostels facilities too.


Co-ordinator
IQAC, Lanka Mahavidyalaya
Lanka, Hojai, Assam


Managing Director
Indian Skills Academy
Lachit Nagar, Guwahati




Principal,
Lanka Mahavidyalaya
Lanka, Hojai, Assam



GOVT OF ASSAM
ASSAM SKILL DEVELOPMENT MISSION
KATAHARI, DPS ROAD, NH-37
GARCHUK 1, GUWAHATI-781035

No. ASDM-ASDM-1001/2019/

Date:

Allocation Advice

Ref : ASDM-No. 741/2018/167

✓ TP Name : JOB HUT

Pursuant to the target allocation, we are pleased to issue Allocation Advice to you, with the following terms and conditions

1. Name of the Scheme : Placement Linked Skill Development Training Program
2. Name of Training Partner : JOB HUT
3. Address of the Training Centre : C/O Katalyst Global Services, 1A, Bhagaduttapur Path, Kahilipara, Opp. Synergy Imperial, Guwahati-781019, Assam
4. Allocated Target :

S. No	Sector Name	Job Roles	Category	Rate/ hour (INR)	Trainees No.	No. of hours of training			Total
						Theory	Practical	Soft skill	
1	Healthcare	General Duty Assistant	II	39.9	30	100	140	40	280

Cost of Training shall be as per process and cost norms of ASDM.

5. Food & Lodging: (to be included in case applicable)
 - a) Address of Food & Lodging facilities
 - b) Food & Lodging Target:

S. No	Sector Name	Trade Name	Target Candidates for Boarding & Lodging	Max Rate per day per trainee	Training Duration (in days)
1	Healthcare	General duty Assistant	30	250	42

6. TP has to submit Performance Guarantee in favour of "Assam Skill Development Mission" @Rs. 25,000/- for each centre vide DD/ Banker's Cheque No. dt. of Bank payable at Guwahati.
7. TP has to sign MoA with ASDM which can be downloaded from ASDM website.
8. Work order may be downloaded from ASDM MIS Portal for billing purpose once the batch is approved.
9. Additional Terms and Conditions:
 - a) Funds related to allocation will have to be utilized as per provisions of Financial Rules of ASDM, Cost & Process Norms or any other guideline, as notified by ASDM from time to time and Agreement signed between ASDM and the TP.
 - b) Funds released under this scheme cannot be used for any other head or scheme other than training as per the terms and conditions of the Sanction order, Agreement, Cost & Process norms and any other guideline as may be issued by ASDM.
 - c) All the activities will have to be carried out within the ambit of the Agreement and the Cost & Process Norms including batch formation, attendance, branding, assessments, toolkit provision, ToT, placement etc.
 - d) Progress Report, timely performance reports and any other data as may be required by ASDM shall have to be submitted as per the instructions of ASDM. Details of candidates, assessments, placements etc. shall be entered in the online tools of ASDM or any other module as may be instructed by ASDM in a timely manner.
 - e) Separate Bank Account to be maintained for implementation of ASDM sponsored scheme.
 - f) Separate books of accounts shall have to be maintained for each training centre.
 - g) Utilization Certificate as per the extant provisions of Government of India under GFR, 2017 shall have to be submitted for each training centre, within stipulated time, along with Expenditure Statement, list of trainees and placement details after completion of training and audited statement of accounts duly verified, sealed and signed by CA and also by authorized signatory/person of the Training Partner.
 - h) ASDM shall evaluate, monitor, and manage the scheme directly or/and through Third Party.
 - i) The latest version of Cost & Process Norms of ASDM will be applicable for execution of the Work and shall have to be downloaded from ASDM website.
 - j) Declaration for deduction of mobilization charges to be submitted.
 - k) Cost of Uniform (Apron and Cap of ASDM logo emblem) will be reimbursed to TP upto maximum @Rs 350/- per trainee on submission of bill, certified by CA.
 - l) Taxes as applicable will be deducted at source.
 - m) Any advance payment made for training cost will be recovered from final payment for numbers of candidates who have failed/ dropped out.