MEMORANDUM OF UNDERSTANDING

Between

E&ICT Academy, IIT Roorkee
A joint Initiative by MeitY & IIT Roorkee

And

PANJAB UNIVERSITY, CHANDIGARH

(EICT Academy Hub)

AGREEMENT

FOR

JOINT COLLABORATION
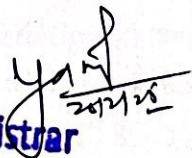
FOR

TRAINING, EDUCATION

OF

FACULTY, STUDENTS AND INDUSTRY REPRESENTATIVES

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MEMORANDUM OF UNDERSTANDING BETWEEN

ELECTRONICS & ICT ACADEMY
INDIAN INSTITUTE OF TECHNOLOGY ROORKEE

AND

PANJAB UNIVERSITY, CHANDIGARH

This Memorandum of Understanding ("MOU") entered into effective as of date: 20 Feb 2025, by and between .... **PANJAB UNIVERSITY, CHANDIGARH** .... having its registered office and hereinafter unless the context otherwise requires to be referred to as **"EICT Academy Hub"**

and

Electronics & ICT Academy, located at **Indian Institute of Technology Roorkee (IIT Roorkee), India,** set up through a project grant by the **Ministry of Electronics and Information Technology (MeitY), Government of India,** for knowledge and skill upgradation and enhancement of employability in the Electronics, Information & Communication Technology and related areas, and hereinafter unless the context otherwise requires to be referred to as **"E&ICT ACADEMY IIT Roorkee".**

Now therefore this MOU witnesses:

This **MEMORANDUM OF UNDERSTANDING ("MOU")** sets forth certain binding and non-binding understandings, is effective as of the later of the dates in the signature block ("Effective Date"), and is made and entered into by and between ---**PANJAB UNIVERSITY, CHANDIGARH** ------ and **E&ICT ACADEMY IIT Roorkee.**

In furtherance of their mutual interest in the fields of training, education, and as a contribution to increased national cooperation, the --**PANJAB UNIVERSITY**-- having its registered address at -- **Sector 14, Chandigarh-160014**--- and the **E&ICT Academy, IIT Roorkee** having its registered **ADDRESS** at Roorkee, Pin Code -- 247667.

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ASSOCIATION

The agreement between the parties involves collaboration between the **E&ICT Academy Hub at PANJAB UNIVERSITY, CHANDIGARH** and the **E&ICT Academy, IIT Roorkee** in related disciplines.

The two organizations shall seek to promote:

- Collaboration in conducting FDPs/Short Courses on a paid basis as per the mutual agreement based on the subject, area, type (basic, advanced, and research-oriented), and duration of the courses in the area of Electronics, Information & Communication Technology, and related areas. The courses might be conducted multiple times with academic participation as per mutual convenience.

- E&ICT Academy IIT Roorkee Faculty Development Programs or short courses should be promoted and hosted at the E&IT Academy Hub.

- Collaboratively arrange experts for delivering the Faculty Development Programs (FDPs)/ Short Course.

- Participation in the organization /delivery and development of the courses and training modules for faculty/mentor training in upcoming emerging areas of Electronics & ICT to induce progressive development & competitive advantage.

- Cooperation in on-campus/hybrid courses/FDPs and related activities of mutual interest.

- Participation in seminars, workshops, and other types of academic discussions.

As per the proposal, the following are the terms and conditions to be followed:

1. The Institute should have courses running up to Bachelor's Degree (preferably) or above.
2. The EICT Academy Hub will act as a host in delivering the FDPs.
3. The Institute should provide infrastructure and lab support as required by E&ICT Academy. The laboratory should have all the required equipment (Desktops, Wi-Fi routers) with a minimum sitting capacity of 45-50 candidates. The classroom should have a projector and internet connectivity with a minimum sitting capacity of 45-50 candidates.
4. Publicity banners and posters of the course must be approved by E&ICT Academy, IIT Roorkee before printing should be mentioned on the top logo and text E&ICT Academy, IIT Roorkee.
5. If required, the Institute should provide local hospitality (including food and accommodation) for experts and E&ICT Academy IIT Roorkee staff, with reasonable charges on a paid basis.

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6. If required, the Institute will arrange accommodation and food facilities (guest house/hostels) for the outside participants at subsidized rates, payment will be done either by the Participants or by the E&ICT Academy IIT Roorkee as per Annexure 1 of this MoU.

7. The E&ICT Academy, IIT Roorkee reserves the explicit right to choose hubs for the training program.

8. The E&ICT Academy, IIT Roorkee will be solely responsible for identifying courses which will be conducted throughout the year in association with E&ICT Academy Hubs, companies and academic collaborators not only at IIT Roorkee alone but also at other geographic locations.

9. The E&ICT Academy, IIT Roorkee reserves its right to choose hubs suitable to any course in any location of mutual interest.

10. Amendment to the eligibility criterion can only be made after taking prior approval of the competent authority.

11. E&ICT Academy Hubs will be informed by the E&ICT Academy, IIT Roorkee for any changes, if made, in the mode of collaboration and operations.

12. E&ICT Academy Hub will arrange any other help and support that may be required for conducting a program.

13. E&ICT Academy Hub and E&ICT Academy, IIT Roorkee shall jointly publicize/advertise the course program to be conducted at a respective center.

14. E&ICT Academy Hub shall not use the IIT Roorkee logo and name for any type of publicity or promotion; however, association with E&ICT Academy IIT Roorkee can be used for publicity or promotion for E&ICT Academy-related courses.

15. Any software or course material having copyrights will not be used by the hub after the completion of the training program.

16. E&ICT Academy Hub shall not conduct any course in the name of E&ICT Academy, IIT Roorkee without any prior approval.

17. E&ICT Academy Hub can promote itself as an E&ICT Academy, IIT Roorkee Hub.

Implementation

The implementation of cooperation based on this Memorandum shall be dealt with between both organizations. Where necessary, a specific plan shall be worked out for each activity, setting forth detailed arrangements for collaboration. Such plans shall be subject to the approval of the appropriate authorities of each organization. To facilitate the development of such plans, each organization shall nominate a member of its staff to coordinate activities arising under this agreement. These plans, including financial plans , will be as per the project plan and approved budget (as per Annex-1), and shall be the responsibility of the Faculty/Employee/Institutes concerned.

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Confidentiality

Both Institutions agree and undertake to keep confidential at all times any information and/or data that may be exchanged, acquired, and/or shared in connection with the area of cooperation as mentioned above in ARTICLE I (3) unless otherwise the same information already exists in the public domain.

Publication

Ownership of any research findings shall be vested in both parties to this Memorandum and any publications regarding the same shall only be possible after prior approval from both parties.

Duration

The Memorandum shall remain in force up to four years commencing from the date of signing and may be reviewed by mutual consent by serving 03 (Three) months written notice to the other party. Upon renewal, both parties shall select either to proceed with the existing or new terms of understanding.
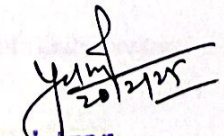
Termination

Both the Hub and the E&ICT Academy, IIT Roorkee reserve the right to terminate this Memorandum by either party giving 3 (Three) months written notice to the other. Where such termination occurs, the provisions of this Memorandum shall continue to apply to ongoing activities until their completion.

Arbitration

In the event of any dispute or difference at any time arising between the parties relating to project or any other clause (s) or any content of the right and liabilities of the parties or other matters specified therein or with reference to anything arising out of the project or otherwise in relation to the terms, whether during the project or thereafter, such dispute or difference shall be endeavored be resolved by mutual negotiations. If, however, such negotiations are infructuous the dispute should be finally settled through arbitration and conciliation Act, 1996 by three arbitrators appointed in accordance with the said Act. The arbitrators shall give reasoned and speaking award. The place of arbitration could be mutually decided by the parties.

Participating staff and students involved in any activities under this Memorandum must adhere to the law of the host countries and the rules and regulations of the host institutions.

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EICT HUB CENTER

PANJAB UNIVERSITY

E&ICT ACADEMY, IIT Roorkee

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Chandigarh

....

Prof. Yojna Rawat
Director, Research & Development
Cell, Panjab University, Chandigarh

Dr. Sanjeev Manhas
Chief Investigator
E&ICT Academy, IIT Roorkee

Witness

1. **Prof. Naresh Kumar**
UIET, Panjab University, Chandigarh

2. **Dr. Sanjeev Gautam**
Dr. SSB UICET, Panjab University
Chandigarh -160014

Witness

1. Saurabh

2.

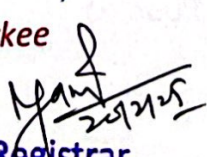**Date:** ....

Date: ....

Annexure 1: FDP by EICT Academy IIT Roorkee in EICT Academy Hub Mode

With reference to the EICT Academy Hub MoU of EICT IIT Roorkee, the guidelines to organize the FDP are as follows:

1. The letter of acceptance for conducting the FDP should mention the name of the Course Coordinator and contain the recommendation from the Head of the Academic Institution or Head of the Department with a Signature and Seal.

2. **There will be at least 40 to 50 faculty participation in the FDP. Other learners (Students UG & PG, Industry Person), in addition to at least 40 to 50 faculty participation, may attend the course. The honoraria will be as per the amount mentioned in Table 16 (i). (Based on actual no. of participants) For faculty registration below 20, the course will not run and no honorarium will be paid. Any fees collected will be refunded.**

3. The duration of the FDP will be 40 hours. FDPs can be conducted on weekdays, weekday evenings, or a combination of weekday evenings and weekends

4. (a) The details of the local coordinator, EICT Academy Hub, course name, and launch date/duration shall be provided by the EICT Academy Hub to EICT Academy IITR before the approval of the FDP. (b) Both the EICT Academy Hub and EICT Academy IITR will jointly arrange instructors for lectures and hands-on sessions and will also prepare the course schedule together. EICT Academy Hub will provide the instructor/expert name and affiliation to EICT IITR before the launch of the FDP, following the attached course schedule template.

5. There will be a banner (as attached) at the place of conducting the course / hands-on. The banner will be arranged by the college and will have the College logo, EICT logo, title, and dates of the event. The banner should mention E&ICT Academy, and IIT Roorkee on top. (**The template is attached**). A group photograph having a banner in the background, involving coordinators, and participants shall be shared at the time of generating certificates.

6. EICT Academy Hub will share the photographs of daily events with EICT Academy IITR (eict@iitr.ac.in).

7. A summary/report will be sent to the EICT Academy IITR email ID after the event. The EICT Academy Hub should support in getting online feedback from the learners on the link provided by EICT IITR.

8. (a) EICT representatives may visit the venue.

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(b) EICT Academy IIT Roorkee will provide FDP Kit (Folder, Pen, Notepad etc.) to the participants at hub

9. Certificates will be provided by EICT Academy IIT Roorkee to those who will have a minimum of 75% attendance throughout the course and submit the 75% quizzes and assignments. It shall be the responsibility of the local coordinator to share the list of eligible candidates with EICT IITR for the certificates.

10. IIT Roorkee logo will not be used in publicity/marketing of the courses. All the creatives/banners for marketing shall be shared with EICT IITR and will be used only after the consent of EICT IITR. Any expenditure made towards promotion/ marketing will be borne by the college.

11. Once EICT Academy IITR has started the enrolment process of the course or the classes have been started, EICT Academy IITR or the EICT Academy Hub will not withdraw or stop the course without the consent of EICT IITR.

12. For any extraordinary or unforeseen reasons, refund of course fees to the learners will be done based on mutual consent.

13. The registration fee will be Rs. 250/- (including GST) per learner (Faculty/Research Scholar/Students) and Rs. 500/- (including GST) for Others, the registration will be through the EICT IITR portal. The course webpage/google form link will be shared by EICT IITR after FDP approval.

14. The course can only be initiated after registration and payment have been completed for the required number of participants.

15. All the course material, quizzes/assignments/projects used in the courses shall be shared with the EICT IITR.

16. The honorarium (by EICT Academy IITR) details are as:

(i) Honorariums for Hub

	Hours	Details	Honorarium (in Rupees) for 20 to 50 participants
1.		Honorarium for expert lectures (15 hours.)	3,700/- to 6,800/- per hour
2.	40 hours (25 hours of lecture/Industry talk/pedagogy + 15 hours of hands-on)	Honorarium for hands-on sessions (15 hours)	1,500/- to 2,500/- per hour
3.		Honorarium for Industry sessions and pedagogy Teaching (10 hrs.)	3,700/- to 6800/- per hour
4.		Honorarium to course coordinator	5,000/- to 20,000/-
5.		EICT HUB facility Charges	4,000/- to 20,000/-

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6.		Honorarium to Director/ Head of EICT Hub Institute	3,500/- to 9,000/-
7.		Honorarium for Supporting Staff	1,500/- to 3,000/-
8.		Refreshments (Tea & snacks) *	100 per participant per day

*Applicable for offline participants only, reimbursement will be done against GST Bills

(ii) The honorariums will be credited to the respective bank accounts of the experts, coordinator, and Supporting Staff by EICT IITR after submission of all the details (photos of the event, learners' feedback, a brief summary of the event, experts' details (bank account no., IFSC code, PAN number, affiliation ID) for honorarium purpose.

(iii) The total honorariums will not be more than the amount shown above.

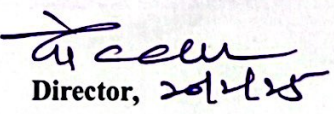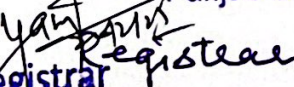(iv) Panjab University, will not have any financial liability.

Agreed and Signed

Coordinator of EICT Academy Hub

Prof. Naresh Kumar
University Institute of Engg. & Tech.,
Panjab University, Chandigarh-160014

Dr. Sanjeev Gautam
Dr. SSB UICET, Panjab University,
Chandigarh -160014

Director
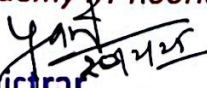University Institute of Engg. & Tech.,
Panjab University, Chandigarh

Director,
Research & Development Cell,
Panjab University, Chandigarh

Registrar
Panjab University
Chandigarh

CI-EICT Academy IIT Roorkee

(Signed copy should be sent from official email id to eict@iitr.ac.in)

Note: This is a confidential document and should not be shared with anyone without prior information & consent of E&ICT Academy, IIT Roorkee.

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