



नगलैण्ड NAGALAND

02AA 886045

MEMORANDUM OF UNDERSTANDING

THIS MEMORANDUM OF UNDERSTANDING is made on 18th February, 2023 between

Don Bosco College, Kohima, Nagaland – 797001; represented for and on its behalf by the Principal, Don Bosco College (hereinafter referred to as “DBC” which expression shall unless repugnant to the context or meaning thereof include its successors and permitted assigns) of the ONE PART

And

Emporium Training & Consultancy Pvt Ltd, a company incorporated in India on 1st May, 2007 under the Companies Act, 1956 with its Registration Number being 115452 and CIN Number U74140WB2007P TC115452 having its registered office at 230/B, A.J.C. Bose Road, Kolkata - 700020, represented for and on its behalf by its Operations Manager namely Shri. Anirban Mukherjee (herein after referred to as “ETCPL” which expression shall unless repugnant to the context or meaning thereof include its successors and permitted assigns) of the OTHER PART

STUDENTS AFFAIRS I/C
DON BOSCO COLLEGE
P.B. 430 Kohima 797001
Nagaland



WHEREAS ETCPL, with facilities functioning at 230/B, A.J.C. Bose Road, 3rd Floor, Kolkata - 700020 since May 2007, is an institution imparting National Skills Qualification Framework (NSQF) aligned placement linked skill development training in Aviation, Tourism, Hospitality and other Customer Service Sectors and is currently focusing on its aim to produce trained and skilled professionals equipped with latest knowledge and professional skills, which are required to deliver world-class services to the clients in today's rapidly growing customer service sectors

AND WHEREAS DBC is imparting degree/diploma and other conventional educational programmes and is functioning as an autonomous organization.

NOW THIS MEMORANDUM WITNESSES AND it is hereby agreed by and between the parties hereto as follows:

The ETCPL agrees to train the students of DBC, who are minimum class 12 passed, on the recommendation of DBC for the following job roles and agrees to place all those who complete the vocational training program and assessments successfully.

- i) Hospitality Skills**
- ii) Airline Cabin Crew**
- iii) Airport Customer Service**
- iv) Food & Beverage Service Steward**
- v) Front office Associate**
- vi) Guest Relation Officer**
- vii) Retail Customer Service**
- viii) Retail Executive**
- ix) Counter Executives**
- x) Call Centre Executives**
- xi) Sales Representatives**
- xii) Office Administration**
- xiii) Any other as per the requirement of DBC**



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The above said courses shall be conducted by **EMPORIUM TRAINING & CONSULTANCY PVT LTD AT ITS OWN DESIGNATED SKILL TRAINING CENTRE, LOCATED IN VIKIYE COLONY, DIMAPUR, PIN – 797113**

1.0 **ADMISSION PROCEDURES**

- (a) **The ETCPL** shall furnish details of eligibility conditions for the course and request **DBC** to invite applications.
- (b) Both the parties will jointly screen the applications and conduct counseling of the eligible applicants.
- (c) Registrations for the course applied for shall be completed at least one week (1 Week) before the course commencement.

1.1 **Vocational Training Programme – Study Materials**

The course materials (in soft copy only) shall be provided by **ETCPL** to the candidates and the classes for the above mentioned modules shall be conducted by **ETCPL**.

1.2 **Programme Fee**

The programme fee will be collected by **ETCPL** from **the students** one week (1 week) prior to the commencement of training.

1.3 **Examination**

Dates and schedule of assessments for the courses will be mutually discussed with **PCC** and the same shall be announced by **ETCPL**.



2.0 **ROLE & RESPONSIBILITIES OF ETCPL**

2.1 **ETCPL** undertakes to conduct Vocational Training Programmes and provide employment opportunities for all students nominated by **DBC**.

2.2 **ETCPL** shall not allow any kind of indiscipline which could be under the influence of drugs/alcohol, insulting fellow class-mates either verbally or physically, damaging property, theft, racism, ragging, hatred or sexual harassment. Offenders will be dismissed from the session immediately post discussion and confirmation with **DBC**.

2.3 **ETCPL** undertakes to place at least **85%** candidates at the end of the course post successful completion of training, assessments and certification.

2.4 **ETCPL** shall send a monthly progress report of all the students to **DBC**. The report should contain the following:

- a) Student's test report - should talk about the academic performance of the students. (Monthly)
- b) Student's Course Attendance Report - should talk about the regularity of students in class. (Monthly)
- c) Student's Placement Report - should talk about the placement of students (To be presented at the end of the academic year).

2.5 **The ETCPL** shall provide in advance very clear information to students (in writing or displayed in notice board) as well as **DBC** regarding any ongoing training programs/classes/internships/interviews and all future programs (if any).

2.6 **ETCPL** shall be responsible in solving any issues relating to training and any other concerns within a reasonable timeframe agreed upon by **ETCPL** and **DBC**.



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3.0 **ROLE & RESPONSIBILITIES OF DBC**

- 3.1 **DBC** shall assist **ETCPL** for inviting applications from eligible candidates and screening of the applications received.
- 3.2 Anytime during the training period, **DBC** shall undertake random appraisal of **ETCPL** training quality through officers duly authorized for the purpose.
- 3.3 **DBC** shall notify and invite applications from eligible candidates from its college for the course based on the format jointly agreed to with **ETCPL**.
- 3.4 **DBC** shall review the progress of the courses in each batch.

4.0 **JOINT RESPONSIBILITIES**

- 4.1 The notification for admissions shall be released by **DBC** after mutual approval by both the parties.
- 4.2 The annual intake of students shall be decided by both the parties jointly.
- 4.3 Any extension or modification relating to the skill development/vocational training programme shall be decided jointly by both the parties.

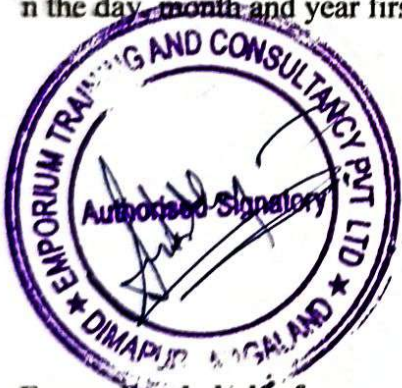
5.0 **MISCELLANEOUS**

- 5.1 The 2022-23 batches shall start from a mutually agreed date and may comprise up to 30 to 50 students per batch.
- 5.2 The collaboration is envisaged to provide admission for the academic year 2022-23 onwards. **DBC** shall notify to invite applications for admission for the academic year 2022-2023, within one week of the format being agreed to between the two parties.



- 5.3 The Memorandum of Understanding shall be valid for a period of three (5) five year's from this date and can be renewed for further period on mutual consent.
- 5.4 Both parties shall have prerogative to terminate this Memorandum of Understanding after giving notice of one month in advance of the date of termination in case of any discrepancy or unavoidable circumstances.
- 5.5 In case of any dispute between the two parties, **DBC** and **ETCPL** will nominate a representative each for resolving the dispute.

In witness whereof the parties hereto have set and signed with seals this Memorandum of Understanding on the day, month and year first above written.



For and on behalf of
Emporium Training &
Consultancy Pvt Ltd (ETCPL)

Hariff
ZAVELY KEZO
STUDENTS AFFAIRS IIC
DON BOSCO COLLEGE
P.B. 430 Kohima 797001
Nagaland

For and on behalf of
Don Bosco College, Kohima

Witnesses:

1. Allin Anonni 18/02/2023
2. Kevisenu Nancy Belho 18/02/2023

