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Date : 14/03/2022

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Seller / First Party Detail

Name: Department of technical Education and industrial Training punjab
H.No/Floor : Na Sector/Ward : LandMark : Sector 36
City/Village : Chandigarh District : Chandigarh State : Ut
Phone: 88*****70



Buyer / Second Party Detail

Name : Quest Alliance Bangalore
H.No/Floor : Na Sector/Ward : Gf LandMark : Kormangla
City/Village: Bangalore District : Bangalore State : Karnataka
Phone : 88*****70

Purpose : M O U

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Memorandum of Understanding

Between

**DEPARTMENT OF TECHNICAL EDUCATION AND
INDUSTRIAL TRAINING, PUNJAB**

And

QUEST Alliance, Bangalore

regarding

Employability Skills

Joint Director (IT)
Deptt. of Technical Education &
Industrial Training, Punjab

MEMORANDUM OF UNDERSTANDING

This Memorandum of Understanding ("MoU") has been entered into on this March 14, 2022 ("The Effective Date")

BETWEEN

THE DEPARTMENT OF TECHNICAL EDUCATION AND INDUSTRIAL TRAINING, Punjab hereinafter referred to as **DTEIT**, Represented by Director as **FIRST PARTY**


AND

Quality Education and Skill Training Alliance, a not-for-profit organization, registered under the Trust Act, having the head office at Bangalore, hereinafter referred to as "**QUEST Alliance**" which expression shall where so ever the context so requires or admits, mean and include executors, administrators, successors, attorneys, representatives and permitted assigns); as **SECOND PARTY**

DTEIT and QUEST Alliance are hereinafter jointly referred to as the "PARTIES" and individually as a "PARTY" as the context requires.

- 1) The **FIRST PARTY** – The **FIRST PARTY** (DTEIT) Government of Punjab, has Industrial Training Institutes (ITIs) engaged in imparting Vocational/Skill Training to meet the demand of skilled manpower in the state of Punjab under the aegis of Directorate General of Training, Ministry of Skill Development and Entrepreneurship (MSDE), Government of India.
- 2) The **SECOND PARTY** Quest Alliance, a non-profit trust, which focuses on research-led innovation and advocacy in the field of teaching and learning. **SECOND PARTY** engages with educators, civil society, government institutions and corporate organizations to demonstrate and enable scalable and replicable solutions in school education and vocational training to bridge the education and skills divide by enabling self-learning for young people in the age group of 10-35 years old.
- 3) The **SECOND PARTY**, along with Accenture Services Private Limited, CISCO Systems India Private Limited, and J P Morgan, have formed a collaborative partnership (Future Right Skill Network, known as *FRSN*) to drive collective action to strengthen the ITI ecosystem and; institutional capacity building to train trainers, leaders and placement officers through partnerships with state DETs and the DGT.
- 4) The **FIRST PARTY** functions with the objective that the Industrial training imparted by them must keep pace with the technological demands of the industry and the expanding universe of knowledge to produce skilled workforce

NOW, it is mutually agreed and declared by and between THE PARTIES as under:


Joint Director (IT)
Dept. of Technical Education &
Industrial Training, Punjab, Chandigarh

The SECOND PARTY agrees to provide necessary support in respect of the proposed intervention

1. Focus of the Project for the Next Three Years (2022- 2025):

Quest Alliance will provide capacity building support to ITI trainers on Employability Skills to all the GovtITI's phase wise. The focus will be on sustained training of designated Employability Skills(ES) trainers over a period of three years rather than direct engagement with students. Finally, certain new programs will be directly implemented with Principals and placement officers.

Intervention I: Capacity Building of Trainers in Employability Skills through a statewide cascade model by virtual training.

Intervention II: Through the trained trainers of intervention I, a program will be rolled out for students facing Employability Skills(ES) programs through a blended learning approach which includes the usage of QuestApp for all the students.

2. The following is a year wise breakup of Quest Alliance's activities in Punjab.

i) Year 1

1. Conduct the Master Trainer training for the trainers for a model with 10 weeks of training (86 hours of engagement through weekly webinars & online learning).
 - a. Training of Master Trainers on the MasterCoach & Skills for Online Facilitation modules to understand the 21st century learner engagement skills.
 - b. Training of Master Trainers on new ES curriculum, how to facilitate ES classes and planning Employability Skills(ES) curriculum roll out in the ITI.
 - c. Monthly catch up with Master trainers on progress and support them in curriculum related issues
2. Master trainers will train the trainers designated to train the ES Curriculum in all the ITIs in the state. The program intervention will be having 2 weeks ES curriculum training with 50 hrs of engagement through virtual classes which includes webinar, reading materials, video lessons, assignments etc.
 - a. Training of trainers on new ES curriculum, how to facilitate ES classes and planning ES curriculum roll out in the ITI.
 - b. Monthly catch up with trainers on progress and support them in curriculum related issues
3. Trainers will train the students once they are trained on ES through a blended methodology which includes QuestApp.
4. Orientation of Principals (1 day) at the beginning of the project year to share vision and objective of the partnership, as well as to understand their needs and the support required.
5. Post training support to all Trainers and quarterly meetings with Principal on progress of Employability Skills(ES) classes

ii) Year 2 & 3

1. Continue the Master Trainer & Trainer support for implementing the ES Classes through blended learning. The support includes a Dashboard view of data of the course completion & progress.
2. Refresher training will be provided for all Master Trainers.
3. Upskilling courses will be offered to selected champion trainers who do great work in the first year.
4. Trainers train the students on Employability Skills(ES) through a blended methodology which includes QuestApp.
5. Recognition and sharing of best practices
6. Continuous engagement with the principals with the Quarterly meetings on progress of ES classes

3. Implementation strategy:

Using the newly released Employability Skills curriculum, Quest Alliance has come up with a blended learning employability skills toolkit which includes English Communication, Life Skills, Digital Skills, Work Readiness through self-learning digital lessons coupled with classroom games and activities.

- i. Capacity building of Employability Skills trainers through Cascade ESToTs and extend post training support in the form of M&E framework & guest lectures, industry exposure etc., virtually.
- ii. Sharing of teaching and learning aids for students and trainers. Access to Employability Skills content through different platforms in online mode. These include:
 - a. Facilitator Manuals & Students handbook
 - b. Quest App, a digital learning platform for students and trainers, available both for Mobile as well as WebApp (<http://questapp.in/>).
 - c. Quest Alliance also has made available Employability Skills Content as part of the Employability Skills page of the Bharat Skills Portal of the Ministry of Skills and Entrepreneurship (MSDE) (<http://employabilityskills.net/app/users/login>).
- iii. Recognition and sharing of best practices.

4. Now, the parties hereto agree as under:

i. Roles and Responsibilities of FIRST PARTY (ITIs&DTE)

- a. Provide the database of Trainers for Master Trainer Training and ensure the trainers are completing the course.

- b. Directions/Instructions via state wide circular can be given to all the ITI heads to enable these trained trainers to conduct the training to the students.
 - c. All trade students shall complete ES training over the duration of the partnership at the institute using a blended learning approach involving QuestApp. ES Course duration will be as per norms of NCVT/SCVT.
 - d. Information to selected Government ITI Principals to be conveyed about the work with QUEST Alliance. ITI Principals shall cooperate and support QUEST Alliance to conduct activities in ITI space.
 - e. Information on ToTs to be circulated to all concerned Employability Skills Trainers, Placement Officers and Principals as per training plan.
 - f. Participation of recommended relevant trainers, placement officers and principals to be ensured during ToTs, Annual share outs, and Recognition events organized by Quest Alliance in Punjab
 - g. Time to be provided by DTEIT and Principals for quarterly meetings with Quest Alliance programme officers in order to review project progress with ITIs
 - h. One dedicated anchor person per ITI to be nominated who would communicate with Quest Alliance regarding the program. The point person will be part of regular reviews and help in effective implementation of the plan.
 - i. Institutes to share/provide profiles of students who become part of the program including enrolment, training and placement details in prescribed format shared by Quest Alliance.
- ii. **Roles and Responsibilities of SECOND PARTY (Quest Alliance)**
- a. Quest Alliance shall conduct training of ES trainers across the ITIs over 3 years as per the agreed upon plan
 - b. Monitoring quality of program through a robust dashboard which will give information on course completion, feedback, knowledge tracking etc. Based on the data analysis making changes if required
 - c. Quest Alliance would provide the material to trainers: Employability Skills trainer manual(digital copy), Employability Skills student workbook(digital copy), Digital content through Quest app.
 - d. Organize recognition and share out events
 - e. Reporting- The QUEST team will share Quarterly progress reports with DTEIT and ITI principals.

5. TERMS AND CONDITIONS:

- a. **Term:**

The term of this MoU begins on the effective date of signing and expires on March 15, 2025 (valid for 3 year from the effective date), unless terminated earlier in accordance with this MoU. The MoU may be extended on terms as mutually agreed by both the PARTIES.

b. Amendment:

No amendment or modification of this MoU shall be valid, unless the same is made in writing by both the parties or their authorized representatives and specifically stating the same to be an amendment of this MoU. The modifications/changes shall be effective from the date on which they are made/ executed, unless otherwise agreed to.

c. Termination:

Both parties shall be entitled to terminate this Agreement by giving thirty (30) days prior written notice in case of breach of any term of this Agreement, provided that before issuing termination notice such issues shall be discussed with senior officials of the Parties and if they fail to resolve such issues within a period of fifteen (15) days, then it shall result in termination of this Agreement.

d. Principal Contacts:

The principal contacts for this MoU are:

FIRST PARTY:

Sh. M.P.S. Bhatia
Placement Officer
DEPT of Tech. Edu & Industrial Training, Punjab

ਪਲੇਸਮੈਂਟ ਅਫਸਰ
ਵਿਕਾਸੀ ਸਿੱਖਿਆ ਅਤੇ
ਉੱਚ-ਕੌਸ਼ਿਕ ਸਿਖਲਾਈ ਵਿਭਾਗ, ਪੰਜਾਬ

DEPARTMENT OF TECHNICAL EDUCATION AND INDUSTRIAL TRAINING, Punjab

M- 9814669019

SECOND PARTY:

Sanjona Birmal
Program Officer,
Quest Alliance (8859491470)
Email: sanjona@questalliance.net

e. Fees and Expenses:

The Program is free of cost. The SECOND PARTY shall not charge any fees on whatsoever account/name either from the students, staff or FIRST PARTY or its affiliated institutions, for conducting the aforesaid program.

f. Review

Before proceeding into next year, both parties will review the MoU after each year's progress.


Joint Director (IT)
Dept. of Technical Education
Industrial Training, Punjab, (

g. Publicity:

1. Unless agreed by both the PARTIES in writing, either PARTY shall not use the name of the other PARTY for the purpose of advertisement, promotional campaign etc.
2. Either PARTY shall not publish or otherwise disseminate, in any form or format, any information arising out of or related to this MoU without the other PARTY's prior written permission/ approval.

h. Confidentiality:

Each PARTY shall:

- i. Protect any Information provided by the other PARTY that is identified as confidential in writing ("Confidential Information").
- ii. Use Confidential Information for the sole purpose of fulfilling its obligations under this MoU.
- iii. Return all confidential Information to the disclosing PARTY promptly upon the expiration or termination of this MoU and certify such return in writing to the other PARTY.

i. Intellectual Property:

Except for the permitted use of Confidential information, each PARTY acknowledges that, under this MoU neither PARTY acquires any intellectual or other property, including but not limited to copyright, trademark, business or trade secrets, methodologies, professional techniques, work of authorship, training material, courseware or content from the other PARTY.

j. Compliance with laws, statutes, rules and regulations of Government:

Both the PARTIES shall comply with all laws, statutes and rules & regulations of Central and State Governments or Local authorities that may be applicable from time to time as required under this MoU.

k. Relationship:

The relationship between the PARTIES will be that of independent contractors and nothing in this MoU is intended to nor will establish any relationship of partnership, joint venture, employment, franchise, agency or other form of legal association between the PARTIES. Neither PARTY will have, nor represent to any third PARTY that it does have any power or authority to bind the other PARTY or incur any obligations on the other PARTY's behalf.

The Second Party will ensure the compliance of the terms of this MoU by its collaborative partners during the implementation of this MoU.

l. Liabilities:

Neither PARTY is liable for the intentional or negligent acts or omissions of the other. Each PARTY shall be responsible for its officers, employees, agents, contractors or students (if applicable) intentional or negligent acts or omission howsoever caused, to the extent allowed by applicable law.

m. Modification:

Modification to this MoU shall be made by mutual consent of the PARTIES through the issuance of a written modification, signed and dated by authorized representatives of each PARTY, prior to any changes being performed.

n. Dispute:

All disputes, controversies or differences which may arise between the PARTIES hereto out of or in relation to or in connection with or interpretations of this MoU or for the breach thereof shall be settled amicably between the PARTIES through negotiations and if not resolved than through Arbitration in accordance with the Arbitration and Conciliation Act, 1996 by a sole arbitrator who will be appointed with mutual consent of the parties. The venue and seat of Arbitration proceedings shall be at Chandigarh (U.T.).


This MoU is being executed in duplicate, each of which shall be deemed to the original. Each PARTY shall retain a copy hereof.

IN THE WITNESS WHEREOF the PARTIES hereto have caused this MoU to be executed by and through their duly authorized representatives as of the date written herein.

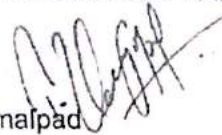
SIGNED, SEALED AND DELIVERED


Joint Director (IT)
Deptt. of Technical Education &
Industrial Training, Punjab, Chandigarh

For and on behalf of FIRST PARTY:


JAGJIT SINGH
Joint Director (IT) 9915021551
Dept. of Technical Education &
Industrial Training, Punjab, Chandigarh.

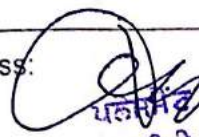
For and on behalf of SECOND PARTY:


Venugopal Thirumalpad
Director - Finance, Admin and IT
Quest Alliance,
Bangalore.




Witness:

1.



ਪਰਮਿੰਦਰ ਸਿੰਘ
ਸਕੂਲੀ ਸਿੱਖਿਆ ਵਿਭਾਗ
ਦਿਲੋਂਗੜ ਸਿਕੰਦਰੀ ਜਿਲਾ

2.


Nirmaljeet Singh
9216565433
ਨਿਰਮਲਜੀਤ ਸਿੰਘ
ਸਕੂਲੀ ਸਿੱਖਿਆ

Witness:

1.


Sulab Kumar
(997158313)

2.

