FACE

Focus Academy for Career Enhancement

An IIM Graduates' Enterprise

Memorandum of Understanding

The memorandum of understanding entered into as of 03/08/2013 between **CMR Technical Campus**- Kandlakoya, Medchal Road, Hyderabad - 501401 and **Focus Academy for Career Enhancement (FACE)**, No.12, Lakshmi Nagar, ThottipalayamPirivu, Avinashi Raod, Coimbatore – 641014.

CMR Technical campus (CMRTC) is represented by **Director Dr. A. Raji Reddy** and FACE is represented by **M. Hemanth, Business Development Manager** for Hyderabad Region, Andhra Pradesh. CMRTC and FACE decided to lay down the terms and conditions of the MoU with the following clauses. The terms and conditions are not limited to the following but new terms shall only be added with mutual consent of both the parties.

1. FACE shall impart employability skill enhancement training for the students at the institution premises on a chargeable basis.
2. CMR Technical Campus (CMRTC) shall provide all the necessary infrastructure facilities as below:
    - A lecture/seminar hall to seat the students in each batch.
    - LCD Projector (If available)
    - White/Blackboard & Marker
    - Mikes in every lecture/ seminar hall where training is scheduled to happen
3. FACE to provide training materials to the students during the training.
4. The training program is to be imparted to 420 students of B.Tech/B.E 3rd year – All Branches, MBA final year in a batch of 60 students.

Mr. M. Hemanth 03/08/13
Manager – Business Development

Dr. A. Raji Reddy 3.8.13
Director

FACE shall impart the following programs as follows:

- Campus Placement Cracker – 60 hours – Across the 3rd year.
- Company Specific Aptitude Cracker- 2 days/12 hours (Dates not yet decided)

5. CMR Technical campus (CMRTC) shall make necessary arrangements in identifying and finalizing training dates as per above.
6. **BILLING PARAMETERS:** Rs. 1,500/- per hour for the entire 72 hours course. Billing will be done for 4 batches of 120 students in each batch.
7. **PAYMENT TERMS:** On completion of the training program (every month), FACE will raise an invoice for the number of hours trained in that particular month, which will be settled by CMRTC within one week of the receipt of the invoice.
8. Trainers can avail the college bus facility for local transport.
9. The session timings for the training programs shall be according to the time table agreed upon.
10. CMRTC shall inform the dates of the training program for CSAC (2 Days for CSAC) at least 10 days in advance to FACE.
11. CMRTC shall provide facilities to keep the training materials safely in the college premises.
12. Mr. Madhava Rao, Placement officer, CMRTC will be the Single Point of Contact(SPOC) to coordinate the various activities of the training program such as:
    - Logistics of the materials
    - Training schedule and arrangements
    - Trainer's local transport.

M. Hemanth
Manager – Business Development

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13. Annexure:

Section 1 – Program and batch details

Program name	CPC & CSAC
Program duration	72 hours
Batch details	2015 passouts – 3rd year B.E and MBA Students.
No. of students per batch	120
No. of batches	4
Total student strength	480
Session timings	According to the time table discussed upon

Any other value additions:

- Pre Assessment Test on 7th of Aug.
- Post Assessment Test after the training.
- 3 online tests during the training and 2 online tests during the need based training.
- Attendance Report.

Section 2 – Commercial terms

Billing parameters	1) Rs.1,500 per hour. Billing will be for 72 hours (Rs. 1,500 per hour * 72 hours per batch = Rs. 1,08,000 per batch)
Payment terms	Payment should be done within one week after raising the invoice which will be raised every month end.

Section 3 – Travel and Logistics:

Trainer travel to the city	Taken care by FACE
Trainer accommodation	Taken care by FACE
Local conveyance to college and back to the respective stop (College bus)	College will take care
Food arrangements	Taken care by FACE

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