

Online Certificate Course **Memorandum of Understanding**

This Memorandum of Understanding (hereafter called as 'MoU') is
between

Mata Sundri College for Women University of Delhi, Mata Sundri Lane, New Delhi, 110002.
(matasundricollege.du@gmail.com) (Hereafter called as 'First Party')

And

RATH (Recognize, Avail and Transform Heritage) NGO, 43, Muhammadpur, New Delhi-110066
(rathngo.india@gmail.com) (Hereafter called as 'Second Party')

for a collective collaboration where in the Second Party will conduct an Online Certificate Course for the students (Department of History) of First Party in the month of February 2021.

Purpose:

This MoU is directed towards the learning of Conservation and Heritage Management, its meaning, significance, attributes, internal relationship and values in order to create an understanding among the students on the grounds of Heritage and Culture. In order to provide succinct knowledge on the above mentioned topics, the Second Party will conduct an online certification course by the esteemed faculty members of University of Delhi, Delhi Institute of Heritage Research and Management and Centre for Heritage Management where in students will be given lectures and will be assessed after the course.

Guidelines for the Online Certification Course collectively agreed by both the parties:

1. The Second Party will provide a course '**Dynamics of Heritology, a Certificate Course on Conservation and Heritage Studies**' to the students (Department of History) of First party through an online medium. The entire course will be directed online, with no physical presence among any members of either party. The topics for the course, assessment modules, duration of each lecture and the faculty taking the course has been provided to the First Party (RATH letter no.)
2. The tentative dates for the completion of the course is 8th February – 23rd February 2021, subject to changes on mutual understanding of both the parties
3. The Second Party will provide reading materials to the students through electronic medium
4. The lectures taken by the members of the Second Party will be preferably bilingual i.e. English and Hindi
5. The reading materials providing by the Second Party will predominantly be in English but can also be provided in Hindi if needed
6. The Second Party establishes, in agreement with the First Party, that the fulfilment of the course with the delivery of certificates to the students will only be provided if the student attains 80% attendance during the entire course as well as 50% marks in the assessment modules
7. Both the parties agree to provide Letter of Acknowledgement to the lecturers as well as the team conducting the online course
8. After the successful completion of the course by the Second Party, the First Party is liable to provide a Letter of Appreciation/ Certificate mentioning the details and the tenure of the course

Second Party Responsibilities:

1. The Second Party will host the students and provide a planned, supervised program of the course experience for Student
2. The Second Party will maintain a safe, positive, and respectful learning environment for students
3. The Second Party will provide the students with ongoing guidance and feedback during the course
4. The Second Party will maintain records and reports on students' performance and provide written evaluations of students' performance to First Party and as otherwise requested by the First Party
5. The Second Party designates the following staff member responsible for serving as a point of contact during the course duration:

Supervisor Name: Aarushi Mehra
Job Title: Art Conservator
Telephone Number: 9899697148
Email Address: aarushinew021996@gmail.com

First Party Responsibilities:

1. The First Party agrees to provide the online meeting platform, registration link, aid the staff and lecturers of the Second Party during the course for any technical, disciplinary or any other unforeseeable events (some other terms).
2. The First Party agrees to distribute the certificates to all participants within 7 days after completion of the course.
3. The First Party agrees to aid the staff and lecturers of the Second Party during the course for any technical, disciplinary or any other unforeseeable events (some other terms).
4. The First Party takes full responsibility of the professional behaviour of the students during the course.
5. The First Party will make sure that the students carry out their following responsibilities toward the fulfilment of the course:
 - Students agree to give utmost attention to all the lectures of the course
 - Students agree to be communicative during the course
 - Students agree to follow the administrative policies of the Second Party, including confidentiality policies, personnel practices, and business protocols
 - Students agree to abide by the First Party, Student Conduct relating to professional behaviour
 - Students acknowledge that successful completion of the Course, and grading, will be determined by the Second Party and that student must successfully complete the course and all academic components of the Course as assigned by the Second Party
4. The First Party designates the following staff member responsible for serving as a point of contact during the course duration:

Supervisor Name: Dr. Daljit Kaur
Job Title: Associate Professor (Department of History)
Telephone Number: 9899108174
Email Address: daljitkaur@ms.du.ac.in

Payment Terms:



1. The First Party is liable to pay the Second Party, a sum of Rs. 33,000 as a compensation of the online course.
2. The distribution of the compensation, after a mutual understating between both the parties, stands as; The First Party' will pay half the compensation i.e. Rs. 16,500 in advance before the commencement of the course, and the second half after the course
3. First party agrees to pay the second half of the amount i.e. Rs. 16.500 within fortnight after the participants receive their respective certificate
4. If for whatever reason (except when the fault arises by the First Party or the students), the Second Party is unable to complete the course, it is liable to return the full advance amount and will not receive the second half of the amount in such a case or the decision mutually agreeable by both the parties will prevail
5. In case the course is terminated by the indiscipline actions of the students or if the First Party, withdraws for the course for no fault of the Second Party, the Second Party is not liable to return the compensation amount or the decision mutually agreeable by both the parties will prevail

MoU Provisions:

1. Duration - This MOU shall become effective upon signature by the authorized representative of the parties and will remain in effect until modified or terminated by mutual consent. A week's notice shall be given by either of the parties in case one finds it to cancel the MoU
2. This MOU may not be amended except by a written agreement of the parties.
3. Both the parties agree to use the course as a work of reference for their future work or collaboration.

The effective date of this MOU is the date of the signature last affixed by the parties.

Executed and Agreed to By:
First Party

Dr. Harpreet Kaur
Principal
Mata Sundri College for Women
University of Delhi

Executed and Agreed to By:
Second Party




Gaurav Kumar Pal, Secretary, RATH):
RATH (Recognize, Avail and Transform
Heritage) NGO