

1-2020-21

MEMORANDUM OF UNDERSTANDING

This Memorandum of Understanding (hereinafter referred to as the "MOU") is made and executed on this 5th day of November 2020 at Pune.

BETWEEN

Andhra Loyola College, a college/Institute recognized under Section 2(f) and 12 (B) of the UGC Act 1956 and having address at: Polytechnic Post Office, Vijayawada, 520008, Andhra Pradesh, India

Through its Principal

(hereinafter referred to as "PARTNER INSTITUTE")



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AND

BAJAJ FINSERV LIMITED, a company registered under the provisions of the Companies Act, 1956, having its registered office at: Bajaj Auto Ltd Complex, Mumbai-Pune Road, Pune 411 035

AND

BAJAJ FINANCE LIMITED, a company registered under the provisions of the Companies Act, 1956, having its registered office at: Akurdi, Pune 411 035

Through President (Legal and Taxation) – Bajaj Finserv Limited

(Bajaj Finserv Limited and Bajaj Finance Limited hereinafter referred to as "FINSERV")

The expressions "PARTNER INSTITUTE" and "FINSERV" shall, collectively be referred to as "Parties" and individually as "Party".

WHEREAS:

- A. PARTNER INSTITUTE established in 1953 by Loyola College Society, Guntur is affiliated to Krishna University, Machilipatnam.
- B. Bajaj Finserv Limited is the holding company for financial services businesses of the Bajaj Group;
- C. Bajaj Finance Limited is a Non-Banking Finance Company registered with Reserve Bank of India.
- D. FINSERV, as part of its Corporate Social Responsibility (CSR) activities, desires to create employment opportunities for educated youth in the Banking, Finance and Insurance Sector through a customized training programme encompassing product knowledge, communication and other soft skills, which is expected to benefit fresh graduates, especially those belonging to economically weaker sections of the society;
- E. FINSERV, in partnership with some of the leading educational institutes, has designed and developed a customized programme viz. Certificate Programme in Banking, Finance and Insurance (hereinafter referred to as CPBFI).
- F. FINSERV and PARTNER INSTITUTE had signed a Memorandum of Understanding on 25th June, 2019 for conducting CPBFI for the students and alumni of PARTNER INSTITUTE;
- G. The Parties have agreed to terminate the aforementioned MoU and shall henceforth conduct CPBFI, on terms and conditions set out below.

NOW THIS AGREEMENT WITNESSETH AND IT IS AGREED BY AND BETWEEN THE PARTIES AS UNDER:

1. Purpose/Objective of CPBFI:

The objective of CPBFI is to impart practical knowledge and essential skills to final year graduation students and fresh graduates, especially those belonging to economically weaker sections of the society, with a view to create employment opportunities for them in the Banking, Finance and Insurance Companies.

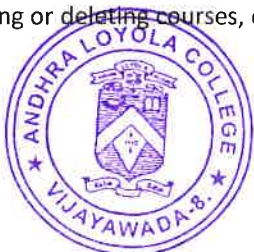


2. Scope of CPBFI:

- i. FINSERV has appointed different training institutes as Official Training Partners for conducting CPBFI (hereinafter referred to as CPBFI Official Training Partners).
- ii. FINSERV and the PARTNER INSTITUTE, through one of the CPBFI Official Training Partners, shall conduct, for the eligible students and alumni of the PARTNER INSTITUTE, a Certificate Programme in Banking, Finance and Insurance viz. CPBFI, covering industry overview and product knowledge relevant for roles in banks, NBFCs, life insurance and general insurance companies, communication and other workplace skills. CPBFI shall be conducted through classroom training (hereinafter referred to as CPBFI-CLASSROOM), online training (hereinafter referred to as CPBFI-ONLINE) or a combination of classroom and online training (hereinafter referred to as CPBFI-BLENDED).

3. Responsibilities of the Parties:

- i. The PARTNER INSTITUTE shall be responsible for mobilizing students for the CPBFI Programme by spreading awareness about CPBFI and its potential benefits for the prospective students. FINSERV shall, if requested by PARTNER INSTITUTE, at its discretion, support the awareness campaigns by participating in the student meetings, parent meetings and design of publicity material such as posters, leaflets etc.
- ii. The PARTNER INSTITUTE shall be responsible for providing necessary infrastructure facilities for conducting classroom sessions of CPBFI-CLASSROOM and CPBFI-BLENDED, specifically (a) one class room, equipped with a projector, a sound system and a white-board with a seating capacity of at least 45 students, (b) one computer room, equipped with computers having MS Office software and high-speed internet connection, with a seating capacity of at least 25 students, for conducting the online assessment tests (c) one assembly hall with a capacity of around 60 persons and 3 interview rooms, for one day per batch, for conducting CPBFI HR Workshop. PARTNER INSTITUTE shall also provide basic stationery required for training purposes such as marker pens, chart sheets, chalks etc.
- iii. The PARTNER INSTITUTE shall appoint a Coordinator for every CPBFI batch, with following responsibilities;
 - a. To motivate and encourage students to extract maximum benefit from CPBFI.
 - b. To provide necessary support to the CPBFI Official Training Partner for planning and conducting the program.
 - c. To conduct online pre-assessment and post-assessment tests for every batch.
 - d. To ensure that the classes are conducted as per pre-defined schedule.
 - e. To ensure that all students are regularly attending the classes.
 - f. To maintain daily attendance of students.
 - g. To attend few classes as an observer and provide feedback to FINSERV about the training quality.
 - h. To ensure discipline and good conduct from the students.
 - i. To support FINSERV team to conduct CPBFI HR Workshop for every batch.
 - j. To submit required college information as per Annexure 3 to FINSERV coordinator.
- iv. The PARTNER INSTITUTE shall issue an appointment letter to the Coordinator as per format prescribed in Annexure 4 of this MOU. The PARTNER INSTITUTE shall submit the appointment letter, duly authorized by the Principal of the PARTNER INSTITUTE and accepted by the Coordinator, to FINSERV before commencement of every CPBFI Batch.
- v. FINSERV shall be responsible to design and continuously improve the CPBFI programme structure, including adding or deleting courses, changing pedagogy or modifications to the programme duration.



- vi. FINSERV shall be responsible to arrange faculty, with requisite expertise and experience, through any of its CPBFI Official Training Partners. FINSERV shall provide necessary details of the concerned CPBFI Official Training Partner to the PARTNER INSTITUTE at least 2 weeks before start of every batch. FINSERV shall be responsible to arrange the online training platform for conducting CPBFI-ONLINE and CPBFI-BLENDED.
- vii. FINSERV and the PARTNER INSTITUTE, shall be responsible for award of "Certificate of Completion" at the completion of CPBFI to all successful candidates who meet eligibility criteria viz. requisite attendance and credits in the examinations conducted during CPBFI.
- viii. FINSERV, as part of its CSR, shall bear the full cost of faculty deployed by its CPBFI Official Training Partner, to ensure that CPBFI is affordable to students belonging to economically weaker sections of the society.
- ix. FINSERV along with its chosen academic partner/s, shall conduct an online examination at the end of CPBFI. Only students who pass this examination and have requisite attendance shall be eligible to receive the "Certificate of Completion". This examination shall be in addition to all other examinations conducted by the CPBFI Official Training Partner during CPBFI.
- x. The PARTNER INSTITUTE shall display the FINSERV name and logo prominently in all marketing and publicity material, notices for students and all other internal and external communications, in paper form or otherwise, relating to CPBFI.
- xi. Any other use of FINSERV brand names by the PARTNER INSTITUTE shall require prior written consent from FINSERV.
- xii. The PARTNER INSTITUTE shall provide to FINSERV, necessary information about all the students of CPBFI, in the format specified by FINSERV in Annexure 1. FINSERV shall be free to contact the students directly for the purpose of monitoring the impact of CPBFI and the career progression of students.
- xiii. The PARTNER INSTITUTE shall not conduct CPBFI or a programme with identical course structure except in partnership with FINSERV.
- xiv. The PARTNER INSTITUTE shall be solely responsible to comply with regulations of University Grants Commission or any other authority regulating educational activities in India. The PARTNER INSTITUTE agrees that FINSERV shall not have any liability including monetary or otherwise, in the event of any regulatory action taken against the PARTNER INSTITUTE in respect of conducting this programme. The PARTNER INSTITUTE agrees to fully compensate FINSERV in case an action is taken against FINSERV by any such regulatory authority in respect of conduct of CPBFI by the PARTNER INSTITUTE under this MOU.
- xv. The PARTNER INSTITUTE shall be solely responsible for payment of GST or any other taxes that may be applicable, in respect of fees collected by the PARTNER INSTITUTE for CPBFI and FINSERV shall not have any liability towards the same. The PARTNER INSTITUTE agrees that FINSERV shall not have any liability, monetary or otherwise, in the event of any action is taken against the PARTNER INSTITUTE by any tax authorities. The PARTNER INSTITUTE agrees to fully compensate FINSERV in case any action is taken against FINSERV by any such tax authority in respect of conduct of CPBFI by the PARTNER INSTITUTE under this MOU.
- xvi. The PARTNER INSTITUTE shall submit the information specified in Annexure 3 before commencement of every batch to FINSERV.



4. Batch Strength:

The parties agree that, each batch shall consist of minimum 45 and maximum 60 students. FINSERV and the PARTNER INSTITUTE may mutually decide to start a batch with less than 45 students.

5. Term of the MOU:

The term of this MOU is for a period commencing from signing of this MoU till end of March 31, 2024, except Clause 3(xiii) and Clause 14, which shall continue to be in force for a further period of 3 years from the date of termination of this MOU. The parties may decide to further extend the term of this MOU by mutual consent on such terms and conditions as may be agreed between them.

6. Course fees:

- i. PARTNER INSTITUTE shall charge a non-refundable fee of Rs. 1,000 (Rupees One thousand only) plus applicable GST and other taxes, to each of the students of CPBFI towards the course fees. The fee payable by each student shall not be less than Rs. 1,000 (Rupees one thousand only) plus applicable taxes and shall not exceed Rs. 3,000 (Rupees three thousand) plus applicable taxes. The fees specified here shall be valid for two years from signing of this MOU. The fees shall be reviewed on completion of this period and parties may mutually agree to revise the same from time to time.
- ii. On successful completion of every batch (i.e. If the overall attendance of the students is in excess of 75%) of CPBFI-CLASSROOM and CPBFI-BLENDED, FINSERV shall pay an amount of Rs. 500 (Rupees Five Hundred only) per student to the PARTNER INSTITUTE as a fee subsidy. The fee subsidy shall be paid by FINSERV within 2 weeks from completion of every batch and submission of bank account information as per Annexure 3. The method for calculating the overall attendance in respect of CPBFI batches, is included in Annexure 2.
- iii. The PARTNER INSTITUTE has agreed to suitably remunerate the coordinator and other staff members for their effort towards successful conduct of CPBFI Batch.
- iv. The PARTNER INSTITUTE, may at its own discretion, waive the fees of students from economically weaker sections, provided the number of such students does not exceed 15% of total enrolment in the respective batch.
- v. The PARTNER INSTITUTE shall ensure that no student shall be allowed to attend CPBFI without paying the full fees except those permitted under sub-clause iv above.
- vi. The PARTNER INSTITUTE shall submit to FINSERV, before commencement of any batch, extracts of bank statement or copies of cash receipts or a letter from the Principal or Vice-Principal confirming collection of fees from every participant.

7. Duration and contents of CPBFI:

- i. CPBFI will involve training of about 100 hours.
- ii. The PARTNER INSTITUTE has agreed to mobilize, on best effort basis, at least 40 students in first academic year and at least 80 students from second academic year onwards. The PARTNER INSTITUTE shall decide the batch schedule and timings and inform the schedule to FINSERV at least 45 days before commencement of the batch.
- iii. FINSERV shall arrange to make the faculty available as per the schedule informed by the PARTNER INSTITUTE.



- iv. Detailed schedule of the lectures and practical shall be given in advance to students before commencement of CPBFI.

8. Place of teaching:

- i. The CPBFI class room teaching and practical shall be conducted at Andhra Loyola College, Vijayawada by the CPBFI Official Training Partner, for up to four hours a day on such days, dates and at such timings as may be mutually decided between the parties.

9. Eligibility for CPBFI:

- i. Any student who is studying in the final year of Graduation Programme or pursuing any post-graduation programme shall be eligible to apply for admission to CPBFI.
- ii. Additionally, any fresh graduate i.e. a graduate with less than 2 years of work experience or no work experience, shall also be eligible to apply for admission to CPBFI.
- iii. Only candidates who are less than 27 years old, on the date of application, are eligible to apply for admission to CPBFI.
- iv. The PARTNER INSTITUTE shall select the final list of candidates for admission based on the criteria mutually agreed upon by the PARTNER INSTITUTE and FINSERV from time to time.

10. Discipline and right to expel:

- i. The students of CPBFI-CLASSROOM and CPBFI-BLENDED shall be subject to rules of discipline/code of conduct of the PARTNER INSTITUTE during course period. In case of CPBFI – ONLINE, the students shall be subject to rules of discipline/code of conduct of the CPBFI Official Training Partner.
- ii. If the concerned CPBFI Official Training Partner observes a breach of code of conduct by any student, it shall immediately report the same to the CPBFI Coordinator for necessary action.
- iii. If any participant commits breach of code of conduct of the PARTNER INSTITUTE, the faculty shall have full authority to expel such student for the remaining duration of CPBFI.

11. Faculty:

- i. FINSERV shall be solely responsible for arranging, through a CPBFI Official Training Partner, faculty, with requisite industry and teaching experience, and conducting CPBFI efficiently and effectively. The PARTNER INSTITUTE shall not be responsible for making any payments to the faculty of the CPBFI Official Training Partner.
- ii. Some of the lectures of CPBFI may be conducted by the experts from FINSERV as per the understanding between the parties. However, the PARTNER INSTITUTE shall not be liable to pay any amounts to FINSERV towards the said lectures and no amounts shall be deducted from the amounts payable to the PARTNER INSTITUTE.



12. Certification:

FINSERV and the PARTNER INSTITUTE shall issue a "Certificate of Completion" in "Certificate Programme in Banking, Finance and Insurance" to the eligible students of CPBFI-CLASSROOM and CPBFI-BLENDED. The certificates shall be printed by FINSERV and shall carry the logos of FINSERV, the PARTNER INSTITUTE and the concerned CPBFI Official Training Partner.

FINSERV shall issue a "Certificate of Completion" in "Certificate Programme in Banking, Finance and Insurance" to the eligible students of CPBFI-ONLINE. The certificates shall be in digital format and shall carry the logos of FINSERV, the PARTNER INSTITUTE and the concerned CPBFI Training Partner.

13. Further Agreements:

The parties agree that, they may mutually discuss and enter into further agreements, if needed.

14. Confidentiality:

- i. The Parties agree to maintain strict secrecy and confidentiality regarding any and all Confidential Information exchanged or to be exchanged between them in relation to this MOU.
- ii. The PARTNER INSTITUTE agrees that all the course material provided by FINSERV or the CPBFI Official Training Partner, including but not limited to CPBFI structure, curriculum, lesson plans and evaluation methods, shall be deemed to be Confidential Information.
- iii. The PARTNER INSTITUTE agrees that any of FINSERV's technical or business or other information including information given for development of any case studies / development of any program modules / contents, made available by FINSERV or its personnel to the PARTNER INSTITUTE shall be deemed to be Confidential Information.
- iv. The PARTNER INSTITUTE agrees to restrict access and disclosure of Confidential Information to such of their employees, agents, vendors, and contractors strictly on a "need to know" basis, to maintain confidentiality of the Information disclosed to it in accordance with this clause.
- v. Information and material disclosed and provided by each party to the other party in pursuance of or in connection with performance of its obligation under this MOU shall, at all times, remain the sole and exclusive property of the disclosing Party.

15. Intimation about cancellation/postponement of CPBFI:

- i. If due to any cogent reasons, it appears to the PARTNER INSTITUTE that it is unable to arrange any batch as per schedule, the PARTNER INSTITUTE shall intimate about its inability to FINSERV at least 30 days in advance and the parties shall decide further schedule of CPBFI by mutual consent. FINSERV may decide to complete such batches through online classes.
- ii. However, if such postponement or cancellation is necessitated due to any last minute, unforeseen and unavoidable circumstances like Act of God, civil commotion, strike, bandh, disruption of traffic, epidemic, war, aggression, change in Government Policy or any other similar circumstances, the PARTNER INSTITUTE shall intimate the change in schedule as early as possible after such circumstances as stated above have arisen. In such circumstances, the PARTNER INSTITUTE shall not be held liable for payment towards any loss or damages caused to FINSERV due to delay in its schedule.



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- iii. If for any reason, FINSERV, decides to discontinue support for CPBFI, it shall give a written notice to the PARTNER INSTITUTE, 30 days in advance. Such notice shall not impact any batch which is already in progress on the date of notice and the terms of this MOU shall continue to apply to the running batches.

16. Amendment/Termination:

- i. Any amendment to the terms of this MOU can only be made by mutual consent of the parties.
- ii. This MOU may be terminated by either party, for breach of terms and conditions of the present MOU or otherwise, by a written notice of at least one (1) month in advance. Such notice of termination shall not interfere with the batches underway at the relevant time. Such batches shall be allowed to continue until their conclusion.
- iii. Both the parties agree that Finserv shall have the right of terminating this MOU without any notice to the PARTNER INSTITUTE, if the PARTNER INSTITUTE charges a fee exceeding the amount prescribed under Clause 6(i) of this MOU. In such event, the batches underway at the relevant time, may also be terminated by FINSERV, unless the PARTNER INSTITUTE refunds the excess fee charged to every student of the batch.

17. Applicable Law and Dispute Settlement:

- i. This MOU shall be governed by the Laws of India.
- ii. Any dispute arising between the parties in connection with or arising out of the performance of mutual obligations under this MOU shall be resolved by mutual discussion and consultation. If the dispute remained unresolved even after 30 days, then the dispute shall be referred to the Principal of Andhra Loyola College and Mr. V. Rajagopalan, President (Legal and Taxation), Bajaj Finserv Limited. The decision of the Principal of Andhra Loyola College and Mr. Rajagopalan shall be final and binding on both parties.

18. Originals:

This MOU is executed in counterparts, each of which shall be deemed to be original and retained by each of the Parties but together they shall constitute one and the same MOU.

IN WITNESS WHEREOF, the Parties hereto have put their hands the day, month and the year first hereinabove mentioned.

For Andhra Loyola College

Name: Rev Fr Dr G Antony Peter Kishore

Designation: Principal

G. Sahayam

DR. G. Sahaya Baskaran
Asso. Professor of Physics

Witness ALC

Full Name:

Designation:

For Bajaj Finance Limited

Name: V. Rajagopalan

Designation: President (Legal and Taxation)

Witness

Full Name: Ajay Sathe

Designation: Group Head – Customer Experience and CSR

For Bajaj Finserv Limited

Name: V. Rajagopalan

Designation: President (Legal and Taxation)

Witness

Full Name: Ajay Sathe

Designation: Group Head – Customer Experience and CSR



Annexure 1: Format for submission of student information

The PARTNER INSTITUTE shall provide the following information in respect of every student of CPBFI

1. **Full Name:**
2. **Gender:**
3. **Academic qualification:** If already graduate mention the degree. If pursuing graduation, mention the degree for which studying.
4. **Status:** Mention "Complete" if the candidate is already a graduate. Mention "Pursuing" in case of final year students.
5. **Date of Birth:** in DD/MM/YYYY format
6. **Mobile Number:**
7. **Email Address:**

Annexure 2: Methodology for Calculating Overall Attendance of the Batch

The steps and formula for calculating overall attendance are as under.

1. Enrollment: Number of students who have registered and paid fees for CPBFI
2. Drop outs: Number of students who stopped attending CPBFI during the batch
3. Regular students: Enrollment minus Drop Out
4. Total available student days: Number of regular students multiplied by total duration of CPBFI (number of days. E.g. 40 days)
5. Actual student days: Sum of days attended by each regular student.
6. Overall attendance (%) = Actual Student Days / Available Student Days X 100

Example: In a CPBFI batch 43 students registered and paid fees. By end of first week 3 students stopped attending the batch. The batch was conducted for 40 days. Out of the 40 regular students – 10 attended every class, 15 attended for 35 days, 10 attended for 33 days and 5 attended by 30 days. Overall attendance will be calculated as under.

Enrollment: 43

Drop-out: 3

Regular students: 40

Available days: 40 X 40 i.e. 1600

Actual days: (10 X 40) + (15 X 35) + (10 X 33) + (5 X 30) = 400 + 525 + 330 + 150 = 1405

Overall attendance: (1405 / 1600) X 100 = 87.81%



Annexure 3: Information required by FINSERV before commencement of every batch

Sr.	Information Required
1	Basic information about the PARTNER INSTITUTE viz. Name Year of establishment Name of the educational society Contact details Website URL NAAC rating Total number of students (by stream) Total final year students (by stream)
2	Coordinator Details viz. Name Designation Department (Commerce/Science etc.) Contact details: Mobile and Email Address
3	Bank Details for payment of subsidy viz. Beneficiary Name: Bank Account number: Bank Account Type: (Saving/current) Bank Name: Branch: IFSC Code: Permanent Account Number of the college (PAN): Please provide scanned copy of a cancelled cheque and PAN Card along with the above information
4	High resolution logo of the college for printing on the Certificate/CPBFI brochures etc. Ai, JPEG, PNG, PDF Format. The image should be high resolution.
5	Brief write up about the institute – for inclusion on CPBFI website, CV book etc.



Annexure 4: Appointment Letter for appointing Coordinator for CPBFI

(to be printed on PARTNER INSTITUTE letterhead)

Date:

To

(Name of the coordinator)

(Designation of the coordinator)

Subject: Your appointment as the official coordinator for the Bajaj Finserv CPBFI Programme

Dear _____

I am pleased to inform you that you have been appointed as the official coordinator for conducting Bajaj Finserv's CPBFI Programme in our college. Congratulations!

As official coordinator of the CPBFI programme, you will be responsible for ensuring that the programme is successfully conducted in our college, in accordance with the terms and conditions prescribed in the MOU signed between our institute and Bajaj Finserv Limited and Bajaj Finance Limited. Your specific responsibilities are mentioned in Clause 3(iii) of the said MOU. You will also abide by the other terms of the MOU, specifically those relating to confidentiality of information.

The college will be pay you a consolidated amount of Rs. _____ (Rupees _____) for every successful batch of CPBFI, coordinated by you. This amount shall be subject to applicable taxes.

This appointment is valid for the academic year _____, subject to satisfactory performance.

Kindly confirm your acceptance to this appointment by signing this letter.

For: (College name)

Authorized signatory
(Name and designation)

I agree to the terms of this appointment letter.

Coordinator
(name and signature)



2-2020-21



ఆంధ్ర ప్రదేశ్ ఆంధ్ర ప్రదేశ్ ANDHRA PRADESH

S.No. 20328 Dt. 12/8/2020 Rs. 100/-
Sold to Sri: G.M. Victor Emmanuel
For Whom: self. s/o. G. Michael samy, Vijayawada.

CR 879621

P. Lakshmi
LICENCED STAMP VENDOR
O.L. No: 2/14
R.L. No: 08/15/2 W2020
Valid Upto: 31-12-2022
8-71, PRASADAMPADU,
VIJAYAWADA RURAL
Cell: 7731049388


MEMORANDUM OF UNDERSTANDING

This Memorandum of Understanding is signed between Logistics Sector Skill Council (LSC) - established by the Ministry of Skill Development and Entrepreneurship (MSDE) through National Skill Development Corporation of India (NSDC) - having its registered office at 'Temple Towers', 476, Anna Salai, Nandanam, Chennai - 600035 represented by its Chief Executive Officer Capt. T.S. Ramanujamas the First Party

and

Andhra Loyola College, 54-16-14, Govt. Polytechnic Post, Vijayawada - 520008, Andhra Pradesh represented by its Principal Rev.Fr.G.M.Victor Emmanuel,SJ (which expression shall unless repugnant or inconsistent with the context or meaning thereof, be deemed to mean and include its business administrators, successors in title, legal representatives and permitted assigns) as the Second Party.


FIRST PARTY


PRINCIPAL
SECOND PARTY
ANDHRA LOYOLA COLLEGE
VIJAYAWADA-8,

WHEREAS:

The First Party, with the objective of creating manpower with necessary Knowledge, Skill, and Attitude for employment in Logistics Sector, has designed many education programmes with embedded Apprenticeship Training, and conducts the same in collaboration with appropriate institutions.

The Second Party is desirous of launching apprenticeship-based BBA Degree Programme in Logistics, or / and apprenticeship-based BMS Degree Programme in E-Commerce Operations from the Academic Year 2020-21 in collaboration with LSC.

Therefore, this agreement is entered into between the First Party and the Second Party for a term of five years that is the term required for completion of the three-year UG programme by three consecutive batches of students admitted from the Academic Year 2020-21.

THE PARTIES AGREE AS FOLLOWS:**PURPOSE:**

1. The objective of this Agreement is to launch and efficiently conduct apprenticeship-based BBA Degree Programme in Logistics, or / and apprenticeship-based BMS Degree Programme in E-Commerce Operations, as mentioned in Appendix A (hereinafter referred as 'Degree') from the Academic Year 2020-21 at the premises of the Second Party in collaboration with the First Party.

OBLIGATIONS OF THE FIRST PARTY:

2. Register the Second Party as a Collaborating Institution;
3. Develop and continuously improve an appropriate curriculum that ensures imparting of Knowledge, Skill, and Attitude in students undergoing the Degree.
4. Provide to the Second Party the scientifically developed and continuously improved curriculum for implementation;
5. Allow the Second Party to use LSC logo, and mention 'in collaboration with LSC' in all its promotional materials/stationery;
6. Train the faculty members of the Second Party handling the Degree in the contemporary Teaching-Learning Process for teaching Logistics courses;
7. Provide faculty members and students of the Second Party access to online learning materials;
8. Source apprenticeship assignment in all Even-Semesters of BBA Degree, and in Fifth & Sixth Semesters of BMS Degree to all registered students studying in the Second Party;
9. Ensure all student-apprentice of the Second Party get monthly stipend during the apprenticeship period as per the provisions of Apprentices Act, 1961;
10. Continuously Assess the performance of students in Apprenticeship, share the assessment results with the Second Party, and issue Apprenticeship Completion Certificate to students of Second Party who successfully complete the Apprenticeship;
11. Offer appropriate number of Allied Courses, deliver them online, assess, and issue Completion Certificates;

12. Ensure all registered students of the Degree in the Second Party, on their successful completion of the Degree, are placed at a level commensurate their capability in Logistics Sector;
13. Make available to the Second Party a Regional Panel of Experts for teaching and assessment;
14. Make Annual Assessment of Academic Process (AAAP) of the Degree in the Second Party, and facilitate it to continuously improve the process with the objective of graduating industry-relevant manpower;
15. Perform such other duties as may be mutually agreed with the Second Party.
16. The First Party commits that the Excess of Income over Expenditure under this Project, if any, would be used to strengthen education & training processes in Logistics Sector.

OBLIGATIONS OF THE SECOND PARTY:

17. The Second Party shall take appropriate steps to get the Degree approved by various academic bodies like Board of Studies, Academic Council, and University to which it is affiliated/attached with.
18. The Second Party and/or the University to which it is affiliated/attached with may modify the Model Regulations and Curriculum, which would be shared after signing MoU by the First Party, wherever necessary to suit the local requirements without altering the basic structure and focus of the programme.
19. The Second Party and/or the University to which it is affiliated/attached with may modify the suggested evaluation/assessment criteria (as given in the Model Curriculum) wherever necessary to suit its norms, standards, and practices.
20. The Second Party shall take a nominee of LSC, and two nominees from industry as Members of the Board of Studies pertaining to the Apprenticeship-based UG Degree Programme in Logistics. These nominees shall be invited to participate in the meetings of Board of Studies whenever convened.
21. The Second Party shall make available the necessary classrooms, faculty, library, and laboratory resources for the efficient conduct of the Degree.
22. The Second Party shall make available a Smart Class Room with specifications mentioned in Appendix B for online interactive lectures arranged by the First Party for the benefit of students pursuing the Degree, and the faculty.
23. The Second Party shall make admission of permitted number of students to the Degree, within the last date of admission as declared by the Second Party. Admission of candidates after the last date of admission is not permitted.
24. The Second Party may take necessary steps to create visibility for the Degree in the region where it operates, and facilitate admission of passionate students to the extent of sanctioned intake capacity within the last date of admission.
25. The Second Party shall ensure admission of quality students who are willing to take up Apprenticeship Training as embedded in the Curriculum.

26. The Second Party shall obtain a Joint Undertaking, in the format jointly developed by both Parties, signed by every admitted student and his/her parent on the nature of Apprenticeship Training as embedded in the Curriculum.
27. The Second Party shall accept that only one Apprenticeship Assignment per each spell of Apprenticeship shall be sourced by the First Party for each student, and that getting selected by a company arranged by the First Party shall be the individual responsibility of each student.
28. The Second Party shall ensure development of students to make them worthy for both Apprenticeship Placement and Final Placement, in terms of vertical knowledge & soft skills.
29. The Second Party shall ensure proper attitude, and behaviour of its students while in Apprenticeship, and accept expulsion of its students from Apprenticeship Assignment due to behavioural and attitudinal issues as decided by the Joint Apprenticeship Adviser and the company where the students are deputed for Apprenticeship.
30. The Second Party shall nominate Faculty Mentor to each student to mainly motivate and guide them to overcome attitudinal and other issues faced by student during Apprenticeship Assignment. The Second Party, through the Faculty Mentors shall monitor attendance and performance of its students and keep the First Party, without any loss of time, informed of any abnormality.
31. The Second Party shall arrange for Guest Lectures by industry Experts once in every fortnight during each teaching Semesters. The First Party can facilitate, if required by the Second Party, engagement of relevant Subject Matter Experts on separate terms and conditions given in Appendix C.
32. The Second Party shall arrange for one Industry Visit for the students pursuing the Degree in each of the teaching Semesters.
33. The Second Party shall collect programme fee from students as per its norms or the norms of the University to which it is affiliated/attached with. However, the annual programme fee for all deliverables payable to the Second Party by each student shall not be more than Rs.1,00,000 (Rupees One Lakh only). The Fee Structure of the Degree shall be shared with the First Party by the Second Party. Any subsequent change in the Fee Structure affected by the Second Party shall be intimated to the First Party.
34. The Second Party shall make all other arrangements for the proper conduct of the Degree as necessitated by the University to which it is affiliated / attached with.
35. The Second Party shall periodically provide to the First Party all necessary data/information about the conduct of the Degree through LSC Portal.
36. The Second Party shall take up the Annual Assessment of Academic Process (AAAP) assisted by the First Party to continuously improve the process with the objective of graduating industry-relevant manpower.
37. The Second Party shall provide accommodation, hospitality, and local conveyance to the visiting experts (two experts per Batch of students) deputed by the First Party for AAAP.

38. The Second Party shall offer and conduct the Degree only at the agreed Centre. However, if the Second Party prefers, the First Party can facilitate conduct of the Degree in industry facilities - subject to availability – on separate terms & conditions. Offering the Degree in additional Centres is not permitted by the First Party, unless a written agreement is signed between the Parties.
39. The Second Party shall appoint and notify one Programme Coordinator & one Assistant Programme Coordinator for each Programme, and a Single Point of Escalation for all aspects of the MoU, who will interact /communicate with the First Party on a regular basis on matters relevant to the conduct of the Degree, provision of required information / data to the First Party, and for all aspects of the MoU.

FACULTY TRAINING:

40. The First Party would provide training to the identified faculty members of the Second Party. Such training shall be conducted either at the premises of the Second Party or at a common place or through video conferencing to facilitate participation by faculty members of other Collaborating Institutions.
41. The training shall be conducted in batches of 30 each. The First Party will train and make the staff of the Second Party conversant with teaching Logistics Courses.
42. The Second Party shall depute its faculty members for participation in all training programmes conducted by the First Party. Payment of nominal Participation Fee, and reimbursement of expenses for travel, boarding, & lodging of the deputed faculty members shall be taken care of by the Second Party.

CAUTION DEPOSIT:

43. The Second Party agrees to make an interest-free & refundable Caution Deposit of Rs.1,50,000 (Rupees One Lakh Fifty Thousand only) per Degree Programme launched in collaboration with the First Party.
44. The Second Party agrees to make the payment of Caution Deposit on the date of signing the MoU by Demand Draft in favour of 'Logistics Sector Skill Council' payable at Chennai.
45. The interest-free caution deposit would be refunded when the MoU is cancelled / terminated by either Party.

COLLABORATION FEE:

46. The Second Party agrees to make payment of Collaboration Fee before the last working day of August every year through LSC Web Portal, for offering the apprenticeship-based BBA/B.Com. Degree Programme in Logistics, to the First Party at the rate of 10% of annual programme fee collected from each student during the three years of study or Rs.10,000 per student per year, whichever is higher.

47. The Second Party agrees to make online payment of Collaboration Fee through the LSC Web Portal in single instalment to the First Party for offering apprenticeship-based BMS Degree Programme as per the rates and schedule mentioned in the Table below.

Year of Study	Collaboration Fee	Payment Schedule
First	7.5% of annual Programme Fee collected per student or Rs.7,500 per student, whichever is higher	Last Working Day of August or after the last date of admissions, whichever is earlier
Second	7.5% of annual Programme Fee collected per student or Rs.7,500 per student, whichever is higher	Last working day of August
Third	10% of annual Programme Fee collected per student or Rs.10,000 per student, whichever is higher	Last working day of August

48. The rates of Collaboration Fee mentioned in the two previous clauses are applicable for students admitted in the Academic Year 2020-21. The First Party reserves its right to revise the rates for future Batches of students in the light of any escalation in the cost involved for the process.
49. The Second Party shall enable each student in the Degree Programme subscribes to a composite Insurance Policy in order to cover Mediclaim, Personal Accident, and Workman Compensation during the Apprenticeship Period, costing Insurance Premium of about Rs.2,500 (as on the date of signing the MoU; likely to be changed in future as per the norms of IRDA).
50. The Second Party shall ensure payment by each student in the Degree Programme to the First Party a nominal fee of Rs.2,000 (Rupees Two Thousand only) for Apprenticeship Registration, Facilitation, Assessment, and Certification at the beginning of Apprenticeship Selection Process.

TERM OF MoU:

51. The agreement shall be valid for Five years that is the term required for completion of the three-year UG programme by three consecutive batches of students admitted from the Academic Year 2020-21.
52. Validity of agreement shall be extended for further period/batches on mutual consent between both Parties.

TERMINATION:

53. The MoU would stand cancelled if the Degree/s, for which the MoU has been signed, has/have not been launched / implemented in the Academic Year mentioned in Clause 1 above.
54. The agreement might be revoked by either Party, if the term/s of this MoU is / are violated by either Party.
55. In the unlikely event of termination of MoU after the Degree has been launched / implemented, students pursuing the Degree in the Second Party where the agreement is revoked, will be allotted by the First Party to other Collaborating Institutions functioning in the same region.

FORCE MAJEURE:

56. Force Majeure would include natural and unavoidable catastrophe that interrupts the expected course of events.
57. Both Parties shall not be liable for penalty, liquidated damages or for default, if and to the extent that, its delay in performance or other failure to perform their obligations under the agreement is the result of an event of Force Majeure.
58. For purposes of this clause, "Force Majeure" means an event beyond the control of both Parties, not involving any Party, not involving the any Party's fault or negligence, and not foreseeable. Such events may include, but are not restricted to, instances of wars or revolutions, fires, floods, epidemics, quarantine restrictions, and transport or freight embargoes that might have an impact on the performance of the any Party.

DISPUTE RESOLUTION:

59. The Parties to the MoU shall make every effort to resolve amicably by direct informal negotiation, any disagreement or dispute, arising between them under or in connection with this Agreement.
60. Any dispute or difference whatsoever arising between the parties to this Agreement out of or relating to the construction, meaning, scope, operation or effect of this Agreement or the validity of the breach thereof, which cannot be resolved through the above mentioned method, shall be referred to a sole Arbitrator to be appointed by mutual consent of both the parties herein. If the parties cannot agree on the appointment of the Arbitrator within a period of one month from the notification by one party to the other of existence of such dispute, then the Arbitration shall be governed by the Chairman of Logistics Sector Skill Council.
61. The provisions of the Arbitration and Conciliation Act, 1996 will be applicable and the award made there under shall be final and binding upon the parties hereto, subject to legal remedies available under the law. Such differences shall be deemed to be a submission to arbitration under the Indian Arbitration and Conciliation Act, 1996, or of any modifications, Rules or re-enactments thereof.
62. The Arbitration proceedings will be held at Chennai.


FIRST PARTY


PRINCIPAL,
SECOND PARTY
ANDHRA LOYOLA COLLEGE
VIJAYAWADA-8.

EFFECTIVE DATE OF AGREEMENT:

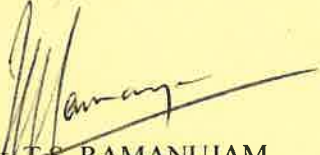
63. This Agreement shall be with effect from the date of signing this Agreement.

In WITNESS WHEREOF the Parties here to have executed this Agreement
as of the **18th August, 2020** herein above written.

Signed by the authorised signatory of the 1st Party

Signed by the authorised signatory of the 2nd Party

Sign:



Name: Capt. T.S. RAMANUJAM

Designation: Chief Executive Officer

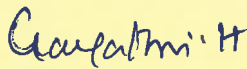
Address:

Logistics Sector Skill Council
'Temple Towers'
Anna Salai, Nandanam
Chennai- 600035, Tamilnadu



Witness 1

Sign:



Name: Prof. Gayathri Harish

Designation: Consultant, Academic Linkages

Organisation: Logistics Sector Skill Council

Address: Nandanam, Chennai - 600035


Sign:

Name: Rev.Fr.G.M.VICTOR EMMANUEL,SJ

Designation: Principal

Address:

Andhra Loyola College (Autonomous)
54-16-14, Govt. Polytechnic Post,
Vijayawada - 520 008,
Andhra Pradesh



PRINCIPAL
ANDHRA LOYOLA COLLEGE
VIJAYAWADA-8.



Witness 2

Sign:




Name: Rev. Fr. N. Prudhviraj, SJ

Designation: Coordinator - Collaborative Programmes
Andhra Loyola College (Autonomous)
VIJAYAWADA-520 008.

Organisation: Andhra Loyola College (Autonomous)

Address: Vijayawada- 520 008, Andhra Pradesh



PRINCIPAL
SECOND PARTY
ANDHRA LOYOLA COLLEGE
VIJAYAWADA-8.

PROGRAMMES FOR WHICH MOU IS SIGNED (REF. CLAUSE 1)

No.	Programme	Campus	Intake Capacity	Commencement Year
1	Apprenticeship-based BMS Degree Programme in Ecommerce Operations	Andhra Loyola College, 54-16-14, Govt. Polytechnic Post , Vijayawada – 520008, Andhra Pradesh	60 or the capacity sanctioned by the University to which the Institution is attached / affiliated with, whichever is lower.	2020-21

SPECIFICATIONS OF SMART CLASS ROOM (REF. CLAUSE 22)

<i>No.</i>	<i>Equipment</i>	<i>Specification</i>
1	PC or Laptop	Min i3 Processor, 4GB RAM, 500GB HD,CPU usage below 50%
2	Webcam	HD with 4x Digital zoom with 2 in Built Stereo Microphone
3	Echo Cancellar EHD	USB based Echo Cancellation DSP. (Has Microphone input and Audio Output and USB Audio Port for Unified communication)
4	Audio system	Existing Audio system with cordless mic
5	Projector	4000 lumens Projector
6	Internet	Broadband connectivity with static IP of 1 GB bandwidth

Note:

- a. Equipment already available with the Collaborating Institution can be used.
- b. There is no need for an exclusive PC or Laptop (Sl. No. 1) for the Smart Class Room.

**Memorandum Of Understanding
Between
Andhra Loyola College , Vijayawada
And
Efftronics Systems Pvt Ltd**

This Agreement made and entered into on 22-Sep-2020 between Andhra Loyola College, Vijayawada and Efftronics Systems Pvt Ltd (here in after called Efftronics) situated at Brundavan Colony, Vijayawada (A.P.). This MOU shall be valid for 1 year from the date and each party shall be at full liberty to terminate the collaboration with a notice period of 3 months.

Objectives of the MOU:

The objective of this Memorandum of Understanding is:

- A. To promote interaction between **Andhra Loyola College, Vijayawada** and Efftronics in mutually beneficial areas.
- B. To provide a formal basis for initiating interaction **Andhra Loyola College, Vijayawada** and **Efftronics**.

Proposed Modes of Collaboration:

Andhra Loyola College, Vijayawada and Efftronics propose to collaborate through

1. Exchanging of expertise by means of Guest Lectures, Technical Seminars, Workshops and other events (during regular working days) for the benefit of the faculty and students.
2. Permitting students for One-day Industrial Visit.
3. Allowing faculty & Staff for industrial training.
4. Permitting Practical training to students.
5. Share expertise in framing the curriculum for the Vocational courses
6. Attending campus recruitment where the intake depends up on the clearance of all the rounds by the candidate in selection process.

Note: All the above modes will be decided upon mutual consent based on Availability, Work Schedules and Manpower of Company.

Date of Agreement: 22-Sep-2020

With Regards

For Efftronics Systems Pvt. Ltd.,

Andhra Loyola College, Vijayawada

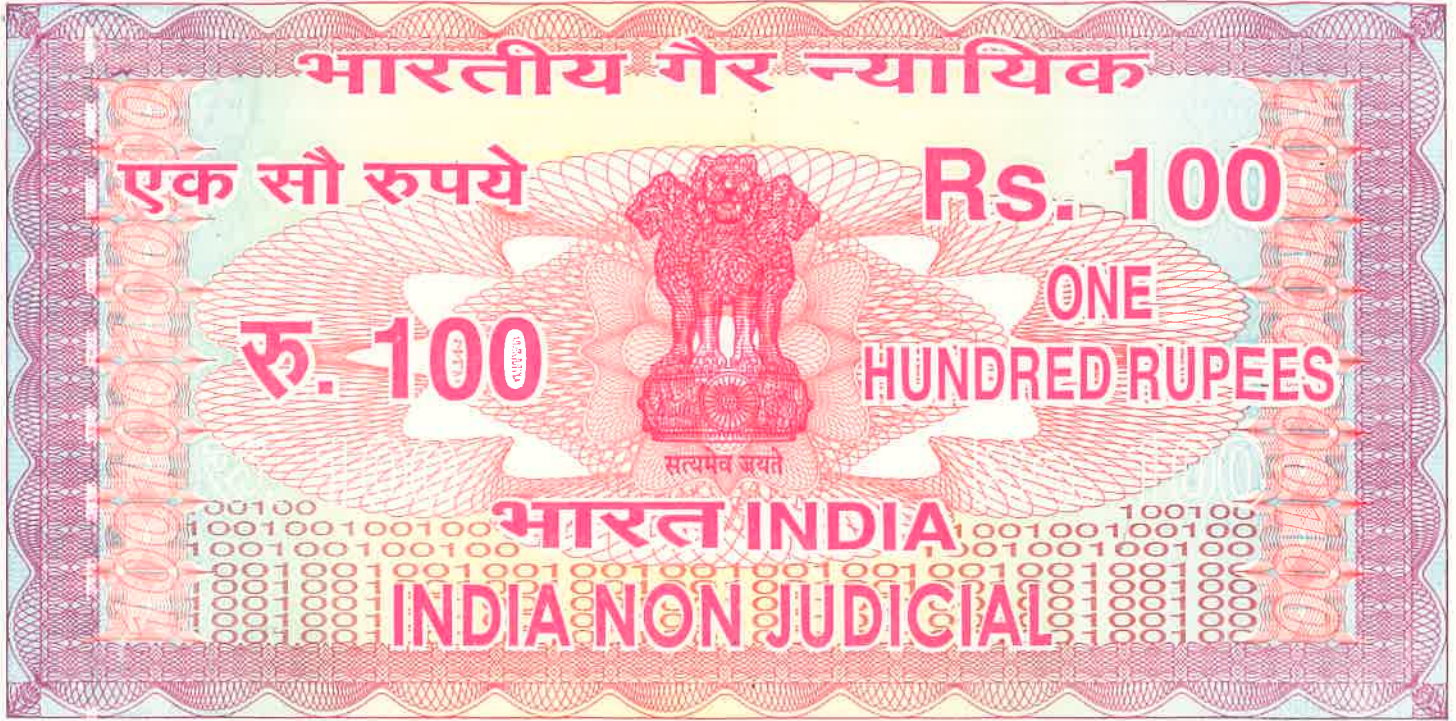
(SPURTHI D)

HR MANAGER

PRINCIPAL/DIRECTOR
PRINCIPAL

Andhra Loyola College
VIJAYAWADA-520 008

4-2020-21



ఆంధ్ర ప్రదేశ్ ఆంధ్ర ప్రదేశ్ ANDHRA PRADESH		CR 888861
Serial No: 7739	Denomination: 100	Date: 05-10-2020
Purchased By : GALI VICTOR EMMANUEL	For : **SELF**	Stamp S. no CR 888861
S/O MIACHELSAMY		Sub Registrar
GUNADALA		Ex. Officio Stamp Vendor
VIJAYAWADA		SRO Gunadala

MEMORANDUM OF UNDERSTANDING
Dated 7th October, 2020
Between

Departments of Physical & Life Sciences
A.V.V.M Sri Pushpam College (Autonomous)
 (NAAC RE- ACCREDITED at 'A' Grade CGPA at 3.38 /4.00)
 Poondi, Thanjavur (DT)-613 503,
 Tamil Nadu, India.

Departments of Physical & Life Sciences
Andhra Loyola College (Autonomous)
 (NAAC RE-ACCREDITED at 'A+' GRADE WITH 3.66/4.00
 AWARDED ALL INDIA 36th RANK BY NIRF, MHRD)
 Vijayawada-520 008, Andhra Pradesh, India.

Departments of Physical & Life Sciences, A.V.V.M Sri Pushpam College (Autonomous), Poondi, Thanjavur (Dt)-613 503, Tamil Nadu, India and Departments of Physical & Life Sciences, Andhra Loyola College (Autonomous), Vijayawada-520 008, India hereby enter into this General Agreement to foster International Cooperation in Education and Research.



[Signature]
 PRINCIPAL
 A.V.V.M. SRI PUSHPAM COLLEGE
 (Autonomous)
 Poondi, Thanjavur Dt.

[Signature]
 PRINCIPAL
 ANDHRA LOYOLA COLLEGE
 VIJAYAWADA-8.



1. Both parties agree to encourage the following exchange activities based on their respective academic and educational needs.
 - a. Exchange of Scholars
 - b. Exchange of Students
 - c. Exchange of Research facilities
 - d. Joint Research Programs
 - e. Joint Conferences
 - e. Joint Online Programs
 - f. Other Academic exchange Programme as may be agreed to by both the parties from time to time
2. The implementation of each exchange program referred above will follow the guidelines established on mutual agreement by both the parties. Efforts will be made by both the parties to find financial resources for carrying out the activities listed above.
3. Nothing shall diminish the full autonomy of either institution nor will any constraints be imposed by either upon the other in carrying out the agreement.
4. This agreement shall be in force for a period of THREE YEARS from the date of the last signing and is subject to revision or modification by mutual consent. It is also understood that this agreement may serve as the basis for the specific agreements to be developed at a later date. It is further understood that either institution may terminate the agreement at any time, upon one year written notification to the partner institution, although such action will only be taken after mutual consultation in order to avoid any possible inconvenience to either party.



[Handwritten Signature]

PRINCIPAL
A.V.V.M. SRI PUSHPAM COLLEGE
(Autonomous)

Poondi, Thanjavur Dt.


[Handwritten Signature]

PRINCIPAL
ANDHRA LOYOLA COLLEGE
VIJAYAWADA-8.




5. Amendment to MOU:

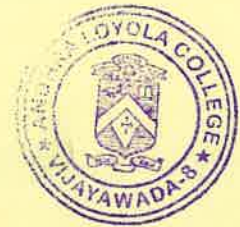
The Memorandum of Understanding may be amended in writing by mutual consent between both parties, IN WITNESS WHEREOF, the undersigned parties have agreed and executed this document in English in two originals.


Dr. R. Sivakumar
The Principal,
A.V.V.M Sri Pushpam College
(Autonomous),
Poondi-613 503, Thanjavur (Dt),
Tamil Nadu, India.

PRINCIPAL
A.V.V.M. SRI PUSHPAM COLLEGE
(Autonomous)
Poondi, Thanjavur Dt.


Rev. Fr. G.M. Victor Emmanuel, SJ
Principal
Andhra Loyola College
(Autonomous)
Vijayawada-520008,
Andhra Pradesh, India.

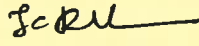
PRINCIPAL
ANDHRA LOYOLA COLLEGE
VIJAYAWADA-8.





WITNESSES:

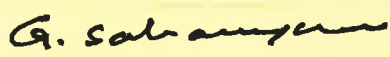
For A.V.V.M Sri Pushpam College

For Andhra Loyola College

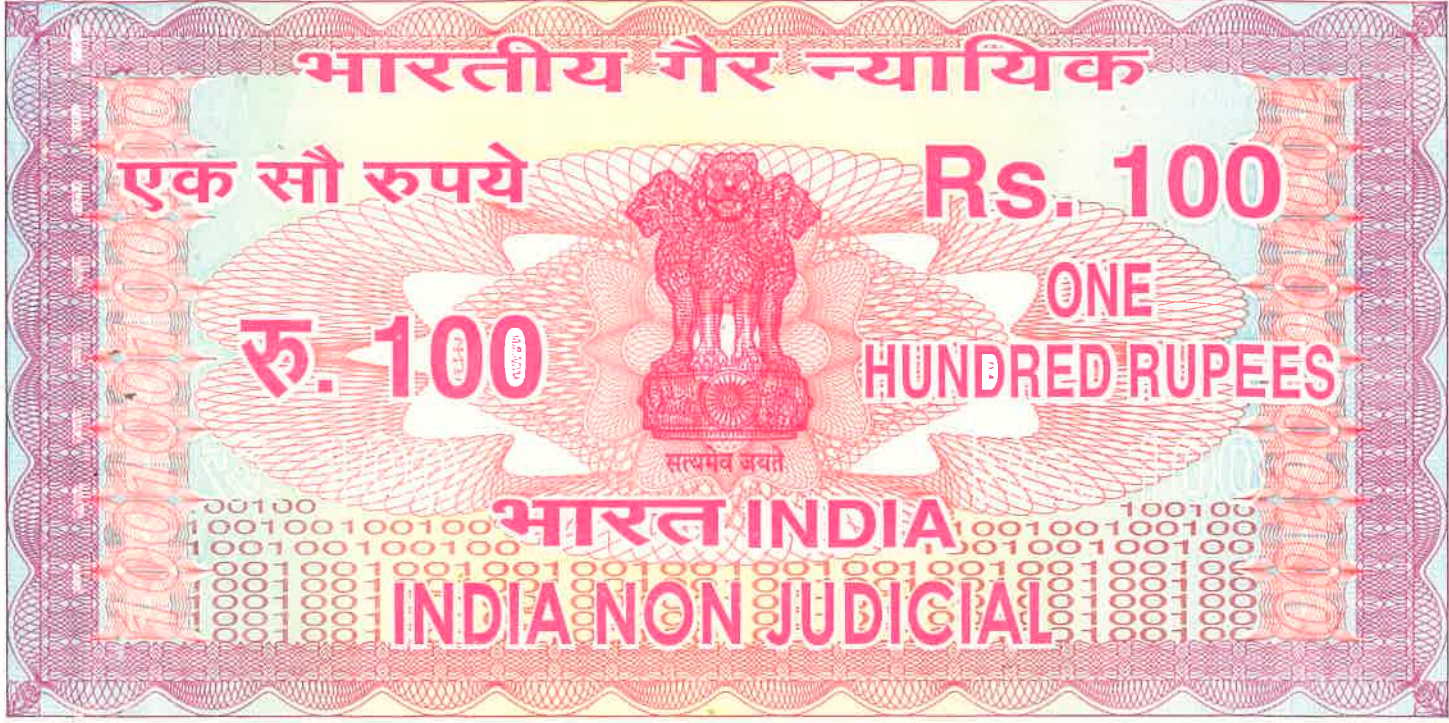

1) (Dr. K. Ravichandran
Head, Dept. of Physics)


1) (Rev. Fr. I. Lourdes Raj S.J.)
Vice Principal


2) (Dr. T. Kumar)
Head, Dept. of Botany & Microbiology


2) (Dr. G. Sahaya Baskaran)
Dept. of Physics

5-2020-21



Serial No: 7744	Denomination: 100	Date: 05-10-2020	Stamp S. no CR 888866
Purchased By : GALI VICTOR EMMANUEL S/O MIACHELSAMY GUNADALA VIJAYAWADA	For : **SELF**		Sub Registrar Ex. Offico Stamp Vendor SRO Gunadala

MEMORANDUM OF UNDERSTANDING

Date : 2nd JAN 2021

Between

Andhra Loyola College (AUTONOMOUS)

Vijayawada, Andhra Pradesh, India - 520008

And

VEMANA JYANTHI UTSAVA COMMITTEE MODUKURU Reg no : 258-1987

Tsundur mandal, Guntur district, Andhra Pradesh, India – 522318

Andhra Loyola college Vijayawada and Vemana Jayanthi Utsava Committee Guntur district hereby enter into this general agreement to foster cooperation to enhance the literary, cultural life of rural areas in Andhra Pradesh in general and in Modukuru village in particular.


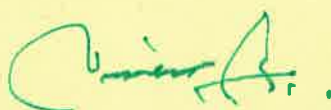
To propagate rationalistic thinking, humanistic values and moral values ingrained in Vemana's poetic philosophy.

Yogi Vemana is a Telugu Poet of 17th and 18th century. He had constructed poems in a satirical way in a simple lucid Telugu language easily understood by most illiterate persons. His poems focus on cultivating and culturing human minds.

Modukuru village located in Tsundur Mandal, Guntur district locating at a distance of 50 km from Andhra Loyola College, Vijayawada, has been adverting the propagation of Vemana's poetry since 1929 for the last 92 years.

Both the parties agreed to propagate and promote the moral values ingrained in Vemana's poems and philosophy which helps in the personality development and moulding the character of all the individuals in general and students in particular.

- A) Collaborate initiatives to poster spirit of rationalism, moral values and human values in public.
- B) Conduct literary and cultural activates focusing on folk art forms to organize training camps for rural youth in the fields of folk arts, classical dance forms, music forms, art and painting.
- C) Both the parties agreed to organise Vemana poetic recital competitions in Andhra Loyola College, Vemana Shitya Vikasa Parrishath in Modukuru and other places of Andhra Pradesh.
- D) Jointly explore the funding possibilities through corporate social responsibility (CSR) option.
- E) The implementation of each exchange program referred above will follow the guidelines established on mutual agreement by both the parties. Efforts will be made by both the parties to find financial resources for carrying out the activates listed above.
- F) Nothing shall diminish the full autonomy of either institution nor will any constrains be imposed by either upon the other in carrying out the agreement.
- G) This agreement shall be in force for a period of THREE YEARS from the date of the last signing and is subject to revision or modification by mutual consent. it is also understood that this agreement may serve as the basis for the specific agreements to be developed at a later date. It is further understood that either institution may terminate the agreement at any time upon one year written notification to the partner institution, although such action will only be taken after mutual consultation in order to avoid any possible inconvenience to either party.



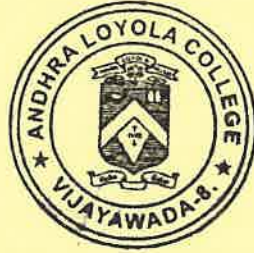
H) Amendment to MOU:

The memorandum of understanding may be amended in writing by mutual consent between both the parties, in witness whereof, the undersigned parties have agreed and executed this document in English in two originals.

Rev. Fr. G.M. Victor Emmanuel SJ
Principal,
Andra Loyola College (Autonomous)
Vijayawada
Andhra Pradesh, India -520008.

Tiyyagura Sita rami reddy MA
President,
Vemana Jayanthi Committee
Modukuru, Tsundru, Guntur
Andhra Pradesh, India -522318.

Date :



Seal :

Date :

Seal :



WITNESSES:

For Andhra Loyola College

1) Dr. Movva Srinivasa Reddy
HoD History

2) Dr. G. Srinivasa Rao
Coordinator, IQAC

For Vemana Jayanthi Committee

1. Sri. Movva sambi Reddy
General Secretary

2. Radha Krishna Reddy Gundreddy
Joint Secretary