

## MEMORANDUM OF UNDERSTANDING

This Memorandum of understanding (MOU) is made on 27<sup>th</sup> August 2010.

BETWEEN

**Idara-e-Taleem-o-Agahi (ITA)**

having its Head Office at 26 B, Sarwar Road, Lahore, Cantt  
(Hereinafter referred to as ITA, of the one part).

AND

**TECHNICAL EDUCATION AND VOCATIONAL TRAINING AUTHORITY**

having its Secretariat at 96-Gulberg Road, Lahore  
(Hereinafter referred to as "TEVTA")

WHEREAS TEVTA and Idara-e-Taleem-o-Agahi Lahore have entered into an agreement to promote Technical and Vocational Education in Punjab and, whereas, a strategic collaboration has been agreed upon by both parties, based on the principles of:-

- a. Vigorously promoting a three pronged program of, education, skills and livelihoods for poverty reduction and human dignity in Punjab targeting youth and adults (14-35 years)
- b. Scaling-up Vocational & Technical programs through synergies between Vocational & Technical Institutions in certified vocations, and corporate social responsibility initiatives (CSR) in industry.
- c. Innovatively seeking institutional collaboration with communities and industry to align skills in demand by local industry to ensure optimum placement of trained graduates.

THEREFORE, in consideration of the aforementioned premise and to the mutual covenants ITA and TEVTA have agreed upon and entered into this Memorandum of Understanding to collaborate for joint implementation of the activities, at the district /provincial level, progressively planned jointly by both parties.

In pursuance, thereof, ITA and TEVTA resolve to set up a joint collaboration and action mechanism at the district and provincial level. To further enhance cooperation and collaboration for promoting Technical and Vocational Education for livelihoods across public and private sector Educational facilities (formal and non-formal).

The respective responsibilities of the parties are as follows:




## TEVTA

- a. Facilitate afternoon programs of 3-6 months certified courses, in appropriate trades, targeting local youth (The entry qualifications for the trades to be primary/and middle).
- b. Provide certified trainers/faculty to the program at identified locations.
- c. Provide access to subsidized purchase of equipment & consumables from vendors (where applicable).
- d. Ensure information for easy access to all post-matric courses.
- e. Extend Technical guidance on proper space, appropriate equipment and all TLMs/ consumables.
- f. Provide linkages for placements for the TEVTA certified skilled graduates.
- g. Arrange certification of all courses, formally agreed.
- h. Provide access any regular or pilot/innovative scheme offered by TEVTA.
- i. Facilitate expansion of the programme in other locations across Punjab on the same pattern, with progressive and innovative inputs.
- j. Provide Technical support to ITA for establishing accredited/certified skill/Vocational programs.
- k. Sit in dialogues with industry and other partners promoting/designing Vocational programs for livelihoods and placements (UNILEVER/NESTLE & ICI etc ITA partner institutions).

## ITA

- a. Facilitate formal partnerships between TEVTA and host institute & industry.
- b. Ensure formal access through negotiation with Departments of Schools & Literacy / Non- Formal education.
- c. Provide resources where possible for hiring of TEVTA trained faculty /trainers for agreed upon trades.
- d. Provide resources for consumables/equipment through TEVTA listed vendors at best possible trade rates.
- e. Provide seamless alignment of curriculum and training where needed to Vocational Technical requirements.
- f. Promote awareness of imperatives of Vocational for livelihood strategies in local communities, and formal education systems at different levels and forums.
- g. Explore active conversion of conventional literacy programs to skill and livelihood.



- h. Ensure inputs to policy dialogues and research on efficiency of Vocational Technical programme.
- i. Ensure transparency and accountability at all levels and at all times to its partners.
- j. Actively explore establishment of accredited Vocational Technical Institutions through public private partnerships and CSR for accelerating up scaling of programs and expanding capacity.
- k. Where possible host collaborative meetings with industry including ITA partners such as UNILEVER & Nestle for exploring strategic linkages and new trades/skills.

#### GENERAL RESPONSIBILITIES:-

- **Focal Person**  
Both the parties will detail a focal person who will meet at least once a month to ensure expedient operationalization.
- **Monitoring & Evaluation**  
Focal persons shall be responsible to monitor the progress of the activities as agreed between TEVTA & ITA and will provide guidance for timely achievement of the stated principles and objectives.
- **Institutions**  
The number & type and location of the institutions shall be decided mutually by the ITA & TEVTA.
- **Financial Parameters**  
Financial liabilities which will vary from trade to trade & location to location and shall be borne by the ITA.
- **Arbitration**  
Any dispute arising at any stage will be referred for arbitration to the Committee Comprising of one person from both ITA & TEVTA. However Chairman TEVTA's decision shall be binding.
- **Duration**  
As a pilot project, this MOU shall be for the duration of 3 year, which may be extended if both parties agree.
- **Examination and Certification**  
Certificate on completion of training will be issued to the participants of the course jointly by TEVTA and ITA
- **Limitation of Roles**




Each party shall be responsible for the timely fulfillment of their responsibilities described in the roles mentioned above. Parties may advise or suggest each other on their responsibilities within the scope of this agreement.

- **Termination**

That each Party may terminate the MOU, without assigning any reason, with a one-month prior notice in writing and the notice of termination shall be effective at the end of the course.

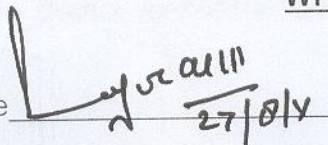
Notwithstanding and without prejudice to the above, to fulfill the mutual responsibilities outlined in this MOU, an action plan containing all details of a particular alliance or initiative shall be methodically worked out, formally agreed upon by all the parties and hereto attached to the MOU as part of the MOU before any concerted endeavor takes place.

Executed for and on behalf of the parties in two fold on the date mentioned above.

  
Saeed Ahmad Alvi  
Chairman TEVTA  
27/8/14


  
Dr Narmeen Hamid  
Chairperson ITA

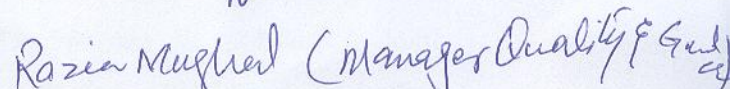
WITNESSES

1. Signature   
27/8/14

Name: Khawaja Adnan Zaheer  
General Manager (F&A)

CNIC # 36302-0368751-3

2. Signature 

  
Name: Saba Latif  
Manager Training & Development

CNIC# 35202-2234926-4