

MoU E&ICT Academy IIT Roorkee & Spoke Institute

MEMORANDUM OF UNDERSTANDING

Between



and



राष्ट्रीय प्रौद्योगिकी संस्थान दिल्ली
National Institute of Technology Delhi
(An Institute of National Importance under the aegis of Ministry of Education)

AGREEMENT

FOR

JOINT COLLABORATION

FOR

TRAINING, EDUCATION

OF

FACULTY, STUDENTS AND INDUSTRY REPRESENTATIVES

MoU E&ICT Academy IIT Roorkee & Spoke Institute

MEMORANDUM OF UNDERSTANDING BETWEEN

**ELECTRONICS & ICT ACADEMY
INDIAN INSTITUTE OF TECHNOLOGY ROORKEE
AND
NATIONAL INSTITUTE OF TECHNOLOGY DELHI**

This Memorandum of Understanding (“MOU”) entered into effective as of date: 03/04/2025, by and between **NATIONAL INSTITUTE OF TECHNOLOGY (NIT) DELHI**, having its registered office at Plot No. FA-7, Zone P1, GT Karnal Road, Delhi-110036 and hereinafter unless the context otherwise requires to be referred to as “**EICT Spoke Center**”

and

Electronics & ICT Academy, located at **Indian Institute of Technology Roorkee (IIT Roorkee)**, **India**, set up through a project grant by the **Ministry of Electronics and Information Technology (MeitY)**, **Government of India**, for knowledge and skill upgradation and enhancement of employability in the Electronics, Information & Communication Technology and related areas, and hereinafter unless the context otherwise requires to be referred to as “**E&ICT ACADEMY IIT Roorkee**”.

Now therefore this MOU witnesses:

This **MEMORANDUM OF UNDERSTANDING (“MOU”)** sets forth certain binding and non-binding understandings, is effective as of the later of the dates in the signature block (“Effective Date”), and is made and entered into by and between **NATIONAL INSTITUTE OF TECHNOLOGY (NIT) DELHI** and **E&ICT ACADEMY IIT Roorkee**.

In furtherance of their mutual interest in the fields of training, education, and as a contribution to increased national cooperation, the **NATIONAL INSTITUTE OF TECHNOLOGY (NIT) DELHI** having its registered address at **Plot No. FA7, Zone P1, GT Karnal Road, Delhi-110036, INDIA**, and the **E&ICT Academy, IIT Roorkee** having its registered address at Roorkee, Pin Code 247667.



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ASSOCIATION

The agreement between the parties involves collaboration between the **E&ICT Spoke Center Hub at NIT Delhi** and the **E&ICT Academy, IIT Roorkee** in related disciplines.

The two organizations shall seek to promote:

- Collaboration in conducting FDPs/Short Courses on paid basis as per the mutual agreement based on the subject, area, type (basic, advanced and research oriented) and duration of the courses in the area of Electronics, Information & Communication Technology and related areas. The courses might be conducted multiple times with academic participation as per the mutual convenience.
- E&ICT Academy IIT Roorkee specific programs or courses should be promoted and hosted with the active participation of the Spoke Center.
- Participation in hosting the program at their institute and responsibility for conducting the program for knowledge enhancement induce progressive development, enhance employability, and provide a competitive advantage
- Cooperation in online/hybrid and on-campus courses/FDPs and related activities of mutual interest.
- Participation in seminars, workshops, and other types of academic discussions.

As per the proposal, the following are the terms and conditions to be followed:

1. The Institute should have courses running up to Bachelor's Degree (preferably) or above.
2. The Institute should provide infrastructure and lab support as required by E&ICT Academy. The laboratory should have all the required equipment (Desktops, Wi-Fi routers) with a minimum sitting capacity of 45-50 candidates. The classroom should have a projector and internet connectivity with a minimum sitting capacity of 45-50 candidates.
3. Publicity banners and posters of the course must be approved by E&ICT Academy, IIT Roorkee before printing should mention on the top logo and text E&ICT Academy, IIT Roorkee.
4. If required, the Institute should provide local hospitality (food and accommodation) for experts & E&ICT Academy IIT Roorkee staff on a paid basis.
5. The E&ICT Academy IIT Roorkee reserves the explicit right to choose Spoke centers for the training program.



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6. The E&ICT Academy IIT Roorkee will be solely responsible for identifying courses that will be conducted throughout the year in association with Spoke centers, companies, and academic collaborators not only at IIT Roorkee alone but also at other geographic locations.
7. The E&ICT Academy IIT Roorkee reserves its right to choose Spoke centers suitable to any course in any location of mutual interest.
8. Amendment to the eligibility criterion can only be made after obtaining prior approval of the competent authority.
9. Spoke centers will be informed by the E&ICT Academy IIT Roorkee for any changes, if made, in the mode of collaboration and operations.
10. The Spoke Center will arrange any other help and support that may be required for conducting a program.
11. The Spoke Center and E&ICT Academy IIT Roorkee shall jointly publicize/advertise the course program to be conducted at the respective centers.
12. The Spoke Center shall not use the IIT Roorkee logo and name for any type of publicity or promotion; however, association with E&ICT Academy IIT Roorkee can be used for publicity or promotion for E&ICT Academy-related courses.
13. Any software or course material having copyrights will not be used by the Spoke Center after the completion of the training program.
14. Spoke Center shall not conduct any course in the name of E&ICT Academy IIT Roorkee without any prior approval.
15. Spoke Center can promote itself as an E&ICT Academy IIT Roorkee Spoke Center.

Implementation

The implementation of cooperation based on this Memorandum shall be dealt with between both organizations. Where necessary, a specific plan shall be worked out for each activity, setting forth detailed arrangements for collaboration. Such plans shall be subject to the approval of the appropriate authorities of each organization. To facilitate the development of such plans, each organization shall nominate a member of its staff to coordinate activities arising under this agreement. These plans, including financial plans, will be as per the project plan and approved budget (as per Annex-1), and shall be the responsibility of the Faculty/Employee/Institutes concerned.



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Confidentiality

Both Institutions agree and undertake to keep confidential at all times any information and/or data that may be exchanged, acquired, and/or shared in connection with the area of cooperation as mentioned above in ARTICLE I (3) unless otherwise the same information already exists in the public domain.

Publication

Ownership of any research findings shall be vested in both parties to this Memorandum and any publications regarding the same shall only be possible after prior approval from both parties.

Duration

The Memorandum shall remain in force up to **four** years commencing from the date of signing and may be reviewed by mutual consent by serving 03 (Three) months written notice to the other party. Upon renewal, both parties shall select either to proceed with the existing or new terms of understanding.

Termination

Both the Spoke Center and the E&ICT Academy, IIT Roorkee reserve the right to terminate this Memorandum by either party giving 3 (Three) months written notice to the other. Where such termination occurs, the provisions of this Memorandum shall continue to apply to ongoing activities until their completion.

Arbitration

In the event of any dispute or difference at any time arising between the parties relating to project or any other clause (s) or any content of the right and liabilities of the parties or other matters specified therein or with reference to anything arising out of the project or otherwise in relation to the terms, whether during the project or thereafter, such dispute or difference shall be endeavored be resolved by mutual negotiations. If, however, such negotiations are infructuous the dispute should be finally settled through arbitration and conciliation Act, 1996 by three arbitrators appointed in accordance with the said Act. The arbitrators shall give reasoned and speaking award. The place of arbitration could be mutually decided by the parties.

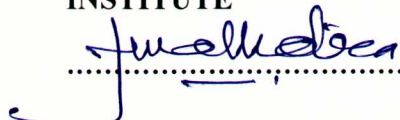
Participating staff and students involved in any activities under this Memorandum must adhere to the law of the host countries and the rules and regulations of the host institutions.



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SPOKE CENTER

INSTITUTE



Prof. (Dr.) Jyoteesh Malhotra
Dean (R&C)
National Institute of Technology (NIT) Delhi

E&ICT ACADEMY



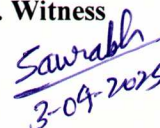
Prof. SANJEEV MANHAS
Chief Investigator
E&ICT Academy, IIT Roorkee

1. Witness



Dr. RIKMANTRA BASU
Associate Professor and Head of the Department, ECE
National Institute of Technology (NIT) Delhi

1. Witness


3-04-2025

Dr. BALJIT KAUR

Assistant Professor, ECE
National Institute of Technology (NIT) Delhi

Date: 27/03/2025

Date: 03-04-2025

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Annexure 1: FDP by EICT Academy IIT Roorkee in Spoke Centre Mode(offline/hybrid/online)

With reference to the Spoke Centre MoU of EICT IIT Roorkee, the guidelines to organize the FDP are as follows:

1. The letter of acceptance for hosting the FDP in offline/hybrid/online mode should mention the name of the Course Coordinator and contain the recommendation from the Head of the Academic Institution or Head of the Department with a Signature and Seal.
2. **There will be at least 40-50 faculty participation in the FDP. Other learners (Students UG & PG, Industry Person), in addition to at least 50 faculty participation, may attend the course. The honoraria will be as per the amount mentioned in Table 16 (i) (Based on actual no. of participants). For faculty registration below 20, the course will not run and no honorarium will be paid. Any fees collected will be refunded.**
3. The duration of the FDP will be 40 hours. FDPs can be conducted on weekdays, weekday evenings, or a combination of weekday evenings and weekends.
 - a) The Lectures and Teaching/Pedagogy sessions will be delivered from the EICT Academy Hub and the spoke will join through NKN (online).
 - b) The hands-on (15 Hrs.) will be done at spoke center, the coordinator at spoke center along with the TAs will ensure the successful implementation of the Hands-on session
4. (a) The details of the local coordinator, supporting staff, TAs, and spoke center venue, shall be provided by the spoke center to EICT IITR before the approval of the FDP.
5. There will be a banner (as attached) at the place of conducting the course / hands-on. The banner will be arranged by the college and will have the College logo, EICT logo, title, and dates of the event. The banner should mention E&ICT Academy, and IIT Roorkee on top. **(The template is attached)**. A group photograph having a banner in the background, involving coordinators, and participants shall be shared at the time of generating certificates.
6. EICT Academy spoke will share the photographs of daily events with EICT Academy IITR (eict@iitr.ac.in).
7. A summary/report will be sent to the EICT IITR email ID after the event. The Spoke Centre should support in getting online feedback from the learners on the link provided by EICT IITR.
8. (a). EICT representatives may visit the venue.
 - (b). EICT Academy IIT Roorkee will provide FDP Kit (Folder, Pen, Notepad etc.) to the participants



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9. Certificates will be provided by EICT IIT Roorkee to those who will have a minimum of 75% attendance throughout the course and submit the 75% quizzes and assignments. It shall be the responsibility of the local coordinator to share the Attendance sheet & list of eligible candidates with EICT IITR for the certificates.
10. The IIT Roorkee logo will not be used in publicity/marketing of the courses. All the creatives/banners for marketing shall be shared with EICT IITR and will be used only after the consent of EICT IITR. Any expenditure made towards promotion/ marketing will be borne by the college.
11. Once EICT Academy IITR has started the enrolment process of the course or the classes have been started, EICT Academy IITR or the EICT Academy Hub will not withdraw or stop the course without the consent of EICT IITR.
12. For any extraordinary or unforeseen reasons, refund of course fees to the learners will be done based on mutual consent.
13. The registration fee will be Rs. 250/- (including GST) per learner (Faculty/Research Scholar/Students) and Rs. 500/- (including GST) for Others, the registration will be through the EICT IITR portal. The course webpage/google form link will be shared by EICT IITR after FDP approval.
14. The course can only be initiated after registration and payment have been completed for the required number of participants.
15. All the course material, quizzes/assignments/projects used in the courses shall be shared with the EICT IITR.
16. The honorarium (by EICT IITR) details are as:
(i) Honorarium for Spoke

S.No.	Duration(40hrs.)	Details	Honorarium (in Rupees) for 20 to 50 participants
1.	1 Week / 40 hrs.	Honorarium to local Coordinator	5,000/- to 20,000/-
2.	(25 hours of lecture & Pedagogy/Teaching will be done from Hub & 15 Hours of hands-on will be organized separately at spoke center)	Spoke Centre Facility charges	4000/- to 20000/-
3.		Honorarium to Director / Head of EICT Spoke Center Institute	3500/- to 9000/-
4.		Honorarium for Supporting Staff	1500/- to 3000/-
5.		Honorarium for the hands-on session (TA) (15 Hrs.)	1500/- per hour to 2500/- per hour



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6.		Refreshment (Tea & snack) *	100 per participant per day
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*Applicable for offline participants only, reimbursement will be done against GST Bills

(ii) The honorariums will be credited to the respective bank accounts of the Spoke center, coordinators, Heads & TAs by EICT IITR after submission of all the details (photos of the event, learners' feedback, a brief summary of the event, Director/Head coordinator/spokes & TAs (bank account no., IFSC code, PAN number, affiliation ID) for honorarium purpose.

(iii) **The total honorariums will not be more than the amount shown above.**

(iv) **The honorariums may be distributed in case of more than one Local coordinator, supporting staff, or TA.**


Agreed and Signed

(Head of the Institute/Dean/Dept, Mention Name and Address)

Dean R&C, NIT Delhi

CI, EICT Academy IIT Roorkee

(Signed copy should be sent from official email id to eict@iitr.ac.in)

Note: This is a confidential document and should not be shared with anyone without prior information & consent of E&ICT Academy, IIT Roorkee.