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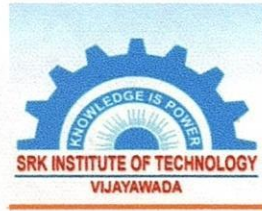
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## MEMORANDUM OF UNDERSTANDING

BETWEEN

SRK INSTITUTE OF TECHNOLOGY

AND

ADMINISTRATIVE STAFF COLLEGE OF INDIA (ASCI) HYDERABAD

This MoU is made and executed on the 23 December 2020

BETWEEN

SRK Institute of Technology, Enikepadu Vijayawada – 521 108, Andhra Pradesh

**AND**

Administrative Staff College of India, Bella Vista, Raj Bhavan Road, Khairatabad,  
Hyderabad, Telangana 500082

**SRK Institute of Technology, Enikepadu, Vijayawada – 521108, Andhra Pradesh,** (herein after called SRKIT) is affiliated to Jawaharlal Nehru Technological University, Kakinada, Andhra Pradesh. SRKIT has taken a progressive step in the field of sanitation by initiating actions for incorporating Open Defecation Free ++ (ODF ++)/ Faecal Sludge and Septage Management (FSSM) in the certification program soon to be launched at SRKIT. Also, it is decided to take a step towards sensitizing motivated students working in the field of FSSM. This would go a long way in realizing the vision of making Andhra Pradesh an ODF++ state.

SRKIT herewith has taken yet another progressive step towards girl students. Despite growing number of girl students in engineering streams, there is still a gender gap that needs to be bridged. In this regard, it is decided to take a step in sensitizing the community on the need for empowerment of women. Also, if girl students are trained as change makers for environment related issues, it will go a long way in protecting the environment and society.

**Administrative Staff College of India** (herein after called ASCI) is a leading institution offering training, research and consultancy services in the field of urban management (amongst other areas) with a focus on urban sanitation and water. The ASCI is a knowledge partner to Government of Andhra Pradesh (GoAP) for helping the state achieve its urban sanitation goals. The ASCI has established a Technical Support Unit (TSU) at Swachha Andhra Corporation which also supports the Commissioner and Directorate of Municipal Administration (CDMA) in implementing the Faecal Sludge and Septage Management (FSSM) policy and all the activities within that. With a view to sustain the sanitation improvements being undertaken by the GoAP, ASCI is committed to build the capacities of academic and research institutes of repute.

**The Memorandum of Understanding covers the following points:**

1. ASCI to support SRKIT in developing syllabus and support material to introduce

course on Faecal Sludge and Septage Management in the Environmental Science subject in the SRKIT from the academic year 2020-2021 onwards.

2. ASCI to provide internship opportunities to students.
3. ASCI to provide research and consulting assignments to faculty members in FSSM as and when an opportunity arises.
4. ASCI to undertake training of faculty members of SRKIT on FSSM.
5. SRKIT to organize academic and professional seminars, workshops on FSSM
6. SRKIT to introduce a Certificate course on Faecal sludge and Septage Management. SRKIT will finalize syllabus and course material in consultation with ASCI.
7. SRKIT to organize training programs on sanitation (ODF, ODF+, ODF++) for different stakeholder groups in partnership with ASCI.
8. ASCI to hold conduct guest lectures, seminars and workshops to impart knowledge of opportunities and tools available and train women.
9. ASCI to hold seminars/workshops to educate on women specific health issues and measures to be taken.

The responsibilities of the two parties under each of the aforementioned topics are elucidated in the following table:

<b>Topic</b>	<b>Department of Environment Science</b>	<b>ASCI</b>
Introduce a unit on FSSM and over a period of time develop and introduce FSSM Certificate course.	<ul style="list-style-type: none"> <li>• Obtain approval for introduction of unit on FSSM as a mandatory unit from academic year 2020-2021 onwards and Certificate course on FSSM from academic year 2020-2021 onwards. To develop the Certificate course in consultation with ASCI.</li> </ul>	Support development of course content.
Provide fellowship to faculty members in the area of Faecal Sludge and Septage Management from the year 2020-2021 onwards.	<ul style="list-style-type: none"> <li>• Identify faculty to be offered fellowship and submit to ASCI with their bio-data for acceptance.</li> <li>• Shortlisted suitable faculty (about 2 faculty members per year) through a screening process jointly</li> </ul>	Provide a stipend of Rs. 10000 to each faculty per month for a period of three months, for a maximum of 2 faculties from the year 2020-2021. Additional assistance

	<p>managed by SRKIT and ASCI.</p> <ul style="list-style-type: none"> <li>• Identify one senior faculty co-coordinator to work with faculty members executing the projects identified in consultation with ASCI.</li> <li>• Fellowship involves frequent travel to identified project sites, collection of data, report preparation etc.</li> <li>• Submit fortnightly progress report of the project to ASCI on the identified projects. These reports would be guided and finalized by concerned faculty member prior to submission.</li> <li>• Submit one hard copy and soft copy of the completed project report to ASCI.</li> <li>• Submit monthly certificate for the release of payment of Fellowship.</li> </ul>	<p>will be extended to cover travel expenses and any other project related expenditure upon taking prior approval.</p>
<p>Provide internship opportunities to Final Year B.Tech students</p>	<ul style="list-style-type: none"> <li>• Identify candidates to be offered internship and submit to ASCI with their bio-data for acceptance, at least 30 days in advance.</li> <li>• Shortlist suitable candidates (maximum of 6 candidates per academic year) through a screening process jointly managed by SRKIT and ASCI.</li> </ul> <p>Identify faculty coordinating with the selected students in executing the projects identified in consultation with ASCI.</p>	<ul style="list-style-type: none"> <li>• Provide opportunities for internship. No stipend will be paid. ASCI will cover travel and other incidental expenses.</li> </ul>
<p>Training faculty members in the</p>	<ul style="list-style-type: none"> <li>• Identify and send details of the faculty members along</li> </ul>	<ul style="list-style-type: none"> <li>• Sponsor maximum of 2 faculty</li> </ul>

Department of Environment Science.	<p>with their bio-data for acceptance by ASCI.</p> <ul style="list-style-type: none"> <li>• After completion of the programme, the faculty shall submit a report on the training programme and how they are planning to implement their learning.</li> </ul>	<p>members per academic year for training programme on FSSM with reputed institutions, including programme fee and travel, boarding and lodging, subject to the acceptance.</p>
Providing consulting assignments to trained faculty members.	<ul style="list-style-type: none"> <li>• SRKIT and ASCI to jointly identify areas of contribution by faculty members.</li> <li>• SRKIT to submit formal proposal detailing scope, methodology, expected outcomes, cost etc</li> </ul>	<ul style="list-style-type: none"> <li>• ASCI to provide a consultation fee based on the assignment as per formal proposal mutually agreed.</li> </ul>
Collaborate in other academic and professional activities to promote FSSM.	<ul style="list-style-type: none"> <li>• SRKIT to develop proposals for conferences, workshops, training programs etc on FSSM for joint conduct and delivery with ASCI.</li> <li>• Organize and provide venue for the above.</li> </ul>	<ul style="list-style-type: none"> <li>• ASCI to provide technical support as per mutual agreement.</li> </ul>
Development of FSSM laboratory and incubation centre.	<ul style="list-style-type: none"> <li>• SRKIT to develop proposals for enhancing existing lab to lab with FSSM capabilities and for establishing incubation centre for FSSM.</li> </ul>	<ul style="list-style-type: none"> <li>• ASCI to support in identifying suitable financial and technical partners for SRKIT.</li> </ul>




- ASCI to retain the right to future use of the developed material with other institutions.
- This MoU shall become effective upon signature by the authorized officials from SRKIT and ASCI and will remain in effect until modified or terminated by anyone of the partners by mutual consent. Any one party may dissolve it by addressing a letter to the other party.
- In order to have a smooth functioning of operations it is agreed by both parties that SRKIT will identify one faculty member to co-ordinate with ASCI and similarly

ASCI will identify one faculty member to co-ordinate with SRKIT on the agreed activities.

- In the event of disputes between the parties, the same shall be resolved amicably.
- Nothing in this MoU prevents either party from entering in to a similar MoU with another party.
- This MoU is legally non binding. This is only for the purpose of recording the common interest of both the parties.

Expected Timelines

ACTIVITY	TIME FRAME
Course development.	One month from signing of the MoU and approval by the SRKIT
Incorporating the FSSM in the Environmental Science Subject of B.Tech and as a Certificate Course.	From the Academic Year 2020-2021.
Rolling out of fellowship scheme for a period of 3 months (max).	From the Academic Year 2020-2021.
Training program for faculty members.	During the MoU validity period.
Proposals for workshops, conferences, lab, incubation centers.	From the Academic Year 2020-2021.
Proposals for women leadership training pogrammes.	From the Academic Year 2020-2021.

<p>For and on behalf of <b>SRK Institute of Technology</b></p> <p>Signature: </p> <p>Name: Dr. M. Ekambaram Naidu Designation: Principal Date: 23 Decemebr2020</p> <p style="text-align: center;"><b>PRINCIPAL</b> <b>SRK Institute of Technology</b></p> <p>Stamps <b>ENIKEPADU, VIJAYAWADA-521 109</b></p>	<p>For and on behalf of <b>Administrative Staff College of India</b></p> <p>Signature: </p> <p>Name: Prof. V. Srinivas Chary Designation: Director Date: 23 December 2020</p> <p>Stamps </p>
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