

MEMORANDUM OF UNDERSTANDING

between

MKSSS's Smt. Hiraben Nanavati Institute of Management & Research
for Women

and

Labdox Private Limited
On Provision of Internships

This Memorandum of Understanding is signed on 10/01/2023 between

MKSSS's Smt. Hiraben Nanavati Institute of Management & Research for Women
Near Cummins Engineering College, Karve Nagar, Pune, Maharashtra 411052.

AND

Labdox Private Limited, 10, Eastern Paradise, Behind Prabhadevi Tech Park, Baner, Pune
411060 is a Global learning platform that provides courses into the latest technologies and
upcoming skills

WHEREAS:

1. Whereas, Labdox Private Limited, is a Global learning platform that provides courses into the latest technologies and upcoming skills.
2. MKSSS's Smt. Hiraben Nanavati Institute of Management & Research for Women is willing to enter into a Memorandum of Understanding (MOU) with Labdox Private Limited to provide their students with internships for a maximum of 6 months under the educational mandate for eligible candidates.

NOW IT IS WITH THIS AGREED BY AND BETWEEN THE PARTIES HERETO AS UNDER:

1. Objective:

The objective of this MOU is to provide students with internships.

Period of MOU:

This MOU shall come into force and effect from the date of execution and shall remain valid for **three years**, after which either party may review the same.

Smpachure
IQAC Coordinator



Pandav
DIRECTOR
MKSSS Smt. Hiraben Nanavati Institute of Management & Research for Women
Karvenagar, Pune - 411052 Ph. 254-

2. Roles & Responsibilities of MKSSSS's Smt. Hiraben Nanavati Institute of Management & Research for Women:

- a. MKSSSS's Smt. Hiraben Nanavati Institute of Management & Research for Women shall be responsible for nominating one person with adequate accountability and responsibility to coordinate the internships offered. The appointed person would act as the single point of contact (SPOC) for the internships offered.
- b. It would be the responsibility of MKSSSS's Smt. Hiraben Nanavati Institute of Management & Research for Women to ensure that proper publicity of the internships is made by encouraging the students and by informing them about the benefits of the internships.
- c. MKSSSS's Smt. Hiraben Nanavati Institute of Management & Research for Women shall have the absolute right to dismiss a candidate if the candidate does not align with the rules and regulations of the institution; however, MKSSSS's Smt. Hiraben Nanavati Institute of Management & Research for Women will provide Labdox Private Limited with prior notice (at least three days) and reasons it cited to the candidate for their dismissal.
- d. MKSSSS's Smt. Hiraben Nanavati Institute of Management & Research for Women will replace the dismissed candidate within one week of such dismissal. The dismissed candidate shall continue to work for one week unless their supplement is appointed.

3. Roles and Responsibilities of Labdox Private Limited :

- a. Labdox Private Limited shall be responsible for communicating to MKSSSS's Smt. Hiraben Nanavati Institute of Management & Research for Women representative about the internships and all the relevant details.
- b. Labdox Private Limited shall comply with the documents required for the student to complete the internship.
- c. MKSSSS's Smt. Hiraben Nanavati Institute of Management & Research for Women may select candidates for the internship; however, Labdox Private Limited will conduct interviews of all the candidates through due process. Upon faring well in the interviews, candidates will be considered for the internship, as per their merit and availability of internship positions in the respective domain at Labdox Private Limited.
- d. On account of any misbehavior or non-compliance with the "Code of Conduct of the Interns," the administrative department of Labdox Pvt. Ltd. shall have the sole authority to take any such disciplinary action against the Intern as it deems fit. Such corrective action shall be presided over by the CEO and Founder of Labdox Pvt. Ltd., and in the absence of a proxy as appointed by the CEO or the Founder of Labdox Pvt. Ltd.

4. Commercials:

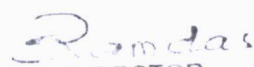
The internship(s) with Labdox Private Limited shall be unpaid.

5. Limitations and Warranties:

Both parties agree that it would be their endeavor to prevent any liability arising from either party's default or non-compliance of the MOU terms.


IQAC Coordinator




DIRECTOR
MKSSSS's Smt. Hiraben Nanavati Institute of Management & Research for Women
V. V. Narvekar, Pune - 411052, Ph. 254

6. Termination:

- a. Both parties can terminate the MOU with a prior written Thirty (30) day notice.
- b. That on default of terms or non-adherence to any condition or responsibilities by the other party as outlined in this MOU, this MOU shall stand terminated unless such default or non-adherence is not rectified within 30 days.
- c. Both parties also agree and undertake that, despite any termination of the MOU, the progress of the ongoing workshop would continue without any hindrance and would be progress for completion.

7. Entirety & Amendment:

This MOU contains the entire understanding between the Parties in relation to the workshop. If circumstances may arise during the operation of the MOU that call for alteration/modification to this MOU, such alteration/modification shall be mutually discussed and agreed upon in writing. Such changes will be formalized in writing as an 'Addendum' to this MOU. Any changes/amendments to this MOU not in conformance with this section shall be deemed *void-ab-initio*.

8. Confidential Information:

- a. Both parties shall maintain the confidentiality of all information (written or oral) concerning the business.
- b. Suppose any of the parties become legally compelled to disclose any confidential information. In that case, such party shall give sufficient notice to the other party to enable the other party to seek a timely protective order or any other appropriate relief

10. Other Terms & Conditions:

Following are the other terms and conditions of the MOU:

1. The internship duration shall be for a maximum of up to 6 months.
2. The organization will provide/assist the Intern with the following documents for her to meet the compliances as laid down by the All India Council for Technical Education:
 - Internship offer letter
 - Internship completion certificate
 - Attendance sheet
 - Daily Log sheet
3. All the above documents must be duly signed and stamped by the organization. MKSSSS's HNIMR will provide the format of these documents. The Intern will duly fill Hiraben Nanavati Institute of Management & Research for Women, and the organization will be required to verify them and then provide the stamp and signature.
4. The organization shall provide the Intern with work-from-home opportunities as much as possible and feasible.
5. A respective faculty member from the institute will guide each student.



Ramdas
DIRECTOR

MKSSSS's HNIMR, Hiraben Nanavati Institute of Management & Research for Women, Warananagar, Pune - 411052. Ph. 254-

Smpachure
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- The interning candidates should adhere to the policies and framework of Labdox Private Limited. The policies are subject to addition, revision, and further amendments, as and when required.

Name of First Party:

**For MKSSS's Smt. Hiraben Nanavati
Institute of Management and
Research for Women**

Ramdas

(Authorized Signatory)

Name: Dr. Surya Ramdas

Designation: Director
Smt. Hiraben Nanavati Institute of Management
and Research for Women
Pune - 411052

Place: Pune

Date: 10/01/2023

Stamp:

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Name of Second Party:

For Labdox Private Limited

A. Kothari

(Authorized Signatory)

Name: Amit Kothari

Designation: Director

Place: Pune

Date: 10/01/2023

Stamp:



Ramdas
DIRECTOR
MKSSS Smt. Hiraben Nanavati
Institute of Management & Research for
Women, Pune - 411052 Ph. 254-