



# TECHNOSERVE

BUSINESS SOLUTIONS TO POVERTY

This document constitutes a Memorandum of Understanding (MoU) between **Ashwattha Advisors Private Limited (AAPL)** and **Patuck – Gala College of commerce and management, Santacruz- Mumbai.**

## Background

**Ashwattha Advisors Private Limited (AAPL)**, which is a wholly-owned subsidiary of TechnoServe Inc. has been awarded a grant by **CITI Foundation** to work on and implement a programme on “**Skill Set Enhancement and Employability Support for Youth in Urban Slums in Mumbai**”. AAPL has also successfully collaborated with **British Council** for building English language skill related to employability.

In this connection, AAPL intends to be associated and work closely with **Patuck – Gala College of commerce and management, Santacruz- Mumbai** to conduct personal and professional effectiveness training and career counseling sessions for the final year college students. Features of the program are as follows:

1. About 100 hour program including Personal effectiveness (goal setting, interpersonal relationships), Personal Finance, Professional effectiveness (how to choose right career option, how to apply for job, tools-CVs, Cover letter- etc.) and Professional English (effective communication with co-workers and customers)
2. Batch size of about 40 students approximately.
3. Sessions of duration 2 hours each to be conducted 3-4 days/week. Trainings to be conducted for 2 or more batch.
4. More trainers could be allocated to the college if there is interest from students.
5. Counsellor available on training days (by prior appointment) for providing career guidance to students who are enrolled in this program.
6. There is no cost for students to attend above mentioned training
7. Students would be provided a certificate on successful completion of course (Min attendance 80%)
8. Students would be further supported in facilitating linkages with the appropriate vocational training partners and employers

## For this purpose, AAPL requires support of the college in the following areas:

1. Facilitating discussions and engagement with the 2015 and 2016 pass out students and current third year degree students. This involves the following:
  - a. Assistance in Batch scheduling with ongoing Final year classes.
  - b. Support in allocating batches (of 40-45 students approximately) per trainer for optimum utilization of resources and training effectiveness
2. Infrastructure support for the following:
  - a. Training facility (a training room where 45 students could be trained). Training methodology requires some space in the middle of the room for conducting student activities.
  - b. Space for the career counsellor/ trainer who would be available in college on days of training.
  - c. Projector and speakers on need basis which are required to conduct few video based sessions.





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Upon a request by AAPL for this support, **Patuck – Gala College of commerce and management, Santacruz- Mumbai** has agreed to support and provide the appropriate support to AAPL, as mentioned below.

Based on the above, this MOU lays out immediate next steps to be taken by both parties.

## AAPL agrees to -

1. Conduct Orientation sessions to make students aware about the program and register their interest
2. Engage with students and form batches for conducting the training program
3. Conduct the Personal and Professional Skills training program in College premises
4. Provide career counselling support to students enrolled in this program.
5. Facilitate further linkages with vocational training partners and employers for interested students.
6. Follow up reports of students linked to job opportunities will be provided to the college.

## Patuck – Gala College of commerce and management, Santacruz- Mumbai agrees to –

1. Make classroom(s) available to train students in batches of 40-45, which should be ideal to cover 1batch per day. If more students express interest for this period, we may create another batch after this batch.
2. Make table space available to Counselor for the purpose of career counseling.
3. Providing one contact point who could be approached for any support (student engagement) related to this program.

This MOU is neither a contract, nor is it legally binding in any way, nor does it commit any financial expenditure from or for either party.

Signed:

Name: Punit Gupta  
Country Director,  
TecnoServe

.....13/.....9...../2016

Name:  
Principal,  
Patuck – Gala College of commerce and  
management, Santacruz- Mumbai.

.....13/.....9...../2016

# Patuck–Gala College of Commerce & Management

## REPORT OF MoU WITH ASHWATTHA ADVISORS PRIVATE LIMITED (AAPL)

Academic Year: 2016-17

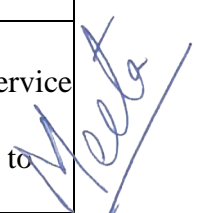
Name of the Department: Placement and Career Guidance Cell

<b>Name of the Activity:</b> Employability Skills Training Program			
<b>Date of MoU</b>	<b>Faculty In-charge</b>	<b>Other Faculty Members</b>	<b>Co-ordinator of MoU at the Collaborating Institution</b>
September 13, 2016 – September 12, 2017	Renita Vazirani	Monisha D'costa Prashant Kokane	Steffi Cherian - Trainer
<b>Duration of MoU</b>	<b>Venue</b>	<b>Activities</b>	
1 year	Conference Room	a) Certificate Course on Creating Employment & Empowerment Through Youth Development (CREEYD) October 30, 2016 – January 10, 2017	

### About the MoU

<b>Topic of the Activity</b>	Imparting Employability Skills Training
<b>Objectives of the MoU</b>	<ul style="list-style-type: none"> <li>To provide placement assistance to the students</li> <li>To groom students to appear for interviews and the other modalities of the selection process</li> <li>To orient the students about the demands of the corporate world and making them ready to face the challenges.</li> </ul>
<b>Methodology</b>	<ul style="list-style-type: none"> <li>Orientations are conducted by the trainer in which students are explained about the modules that will be taught to them during the program</li> <li>Interested students are then screened through an one-to-one interview</li> <li>Place on campus is allocated to the participants and the training program commences</li> <li>Lecture and activity sessions form the methodology of the program</li> <li>Students are taken for job fairs</li> </ul>
<b>Outcomes of the MoU</b>	<ul style="list-style-type: none"> <li>Students get placement during job fairs</li> <li>Students who do not want to avail of the placement service are still ready to enter the corporate</li> <li>The training program also helps students who wish to pursue higher studies and have to go through GD/PI</li> </ul>



  
**I/c Principal**  
 Patuck - Gala College of  
 Commerce & Management  
 Santacruz (E), Mumbai-400 055