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TELANGANA  
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Agreement  
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**MEMORANDUM OF UNDERSTANDING  
BETWEEN  
SWARNANDHRA COLLEGE OF ENGINEERING AND TECHNOLOGY  
(AUTONOMOUS), SEETARAMPURAM, NARSAPUR.  
AND  
ADMINISTRATIVE STAFF COLLEGE OF INDIA (ASCI), HYDERABAD**

**This MoU is made and executed on 10<sup>th</sup> February 2022**

**BETWEEN**

**Swarnandhra College of Engineering and Technology, Seetarampuram, Narsapur, Andhra Pradesh – 534280**

**AND**

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

Swarnandhra College of Engineering and Technology (hereinafter called Swarnandhra College), is an engineering college in Narsapur, Andhra Pradesh. Swarnandhra College has taken a progressive step in the field of sanitation by initiating actions for incorporating Open Defecation Free Plus Plus (ODF ++)/ Faecal Sludge and Septage Management (FSSM), in the Department of Civil Engineering. 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 dream of making Andhra Pradesh an ODF++state.

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 including the field of Faecal Sludge and Septage Management.

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

1. The MoU between ASCI and Swarnandhra College will be valid for three years i.e., from 01.02.2022 to 01.02.2025.
2. During this period, ASCI will provide opportunities to the colleagues, its faculty and students to work with Narsapur Municipal Corporation to contribute in improving sanitation service planning and delivery.
3. ASCI to support Swarnandhra College in developing syllabus and support material on Faecal Sludge and Septage Management to introduce as a mandatory unit in the Environmental Engineering (as per the R19 Curriculum) subject in the Department of Civil Engineering from the academic year 2022-2023 onwards.
4. ASCI to provide fellowship and internship opportunities to students.

5. ASCI to provide consulting assignments to the faculty members for FSSM related activities.
6. ASCI to undertake training of the faculty members in the Department of Civil Engineering.
7. Swarnandhra College to organize academic and professional seminars, workshops on FSSM with the financial support from ASCI.
8. Swarnandhra college to introduce the Subject of Faecal Sludge and Septage Management as an elective course in the 8<sup>th</sup> Semester for B.Tech Civil Engineering department (as per R19 Curriculum). ASCI to support in developing the syllabus and course material for the elective subject.
9. Swarnandhra college to organize training programs on sanitation (ODF, ODF+, ODF++) for different stakeholder groups with the financial support from ASCI.
10. Swarnandhra college to develop the laboratory and incubation facilities to facilitate FSSM testing and other related activities with the financial support from ASCI.

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

Activity	Swarnandhra College	ASCI
<p><b>To Introduce</b></p> <p><b>a. Faecal Sludge and Septage Management as unit/chapter in a regular course.</b></p> <p><b>b. Faecal Sludge and Septage Management as a mandatory elective course.</b></p>	<p><b>To obtain approvals for</b></p> <ul style="list-style-type: none"> <li>• Introduction of unit on FSSM as a mandatory unit in the Environmental Engineering (as per R19 Curriculum) subject, which is part of the B.Tech Civil Engineering programme during III year, from the academic year 2022-2023.</li> <li>• Introduction to Faecal sludge management as an elective course for 8<sup>th</sup> semester from the academic year 2022-23.</li> <li>• To further communicate with ASCI for the syllabus review.</li> </ul>	<ul style="list-style-type: none"> <li>• To develop/refine the content on FSSM which is proposed to be added as a mandatory unit in Environmental Engineering and as an elective course for B. Tech Civil Engineering programme in the 8<sup>th</sup> semester (as per R19 Curriculum).</li> </ul>
<p>To provide Internship or fellowship opportunities to the motivated students in the area of FSSM from the year 2022-2023 onwards.</p>	<ul style="list-style-type: none"> <li>• Identify candidates to offer fellowships, submit the bio- data to ASCI for selection, data to be sent at least 30 days in advance.</li> <li>• Shortlist suitable candidates (not more than 4 for the academic year) through a screening process jointly managed by Swarnandhra College and ASCI.</li> <li>• Nominate the faculty to coordinate with the selected students for executing the projects identified in consultation with ASCI.</li> <li>• Fellowship involves frequent travel to the identified project sites, collection of data, report preparation etc.</li> </ul>	<ul style="list-style-type: none"> <li>• To provide a monthly stipend of Rs.10,000 (Rs. 7000 for the Fellowship and Rs 3,000 for travel and other allowances) to the candidates for a period of three months, for a maximum of 4 selected candidates from the year 2022-2023.</li> <li>• To provide additional travel assistance/ miscellaneous expenditure for special cases.</li> </ul>

	<ul style="list-style-type: none"> <li>• Submit fortnightly progress report of the project to ASCI on the identified projects. These reports would be guided and finalized by concerned faculty members prior to submission.</li> <li>• Submit one hard copy and soft copy of the completed project report to ASCI.</li> <li>• To submit monthly certificate to ASCI to get the payments approved for the Fellowships.</li> </ul>	
<p>To provide internship opportunities to the 3<sup>rd</sup> year engineering students.</p>	<ul style="list-style-type: none"> <li>• To propose maximum of 6 candidates and share their bio-data and other related information with ASCI for further screening, candidate information should be shared with ASCI at least 30 days in advance.</li> <li>• To short list suitable candidates (not more than 6 for the academic year) through a screening process jointly managed by Swarnandhra College and ASCI.</li> <li>• To nominate faculty members from Swarnandhra College to coordinate with the selected students to execute the projects identified in consultation with ASCI.</li> </ul>	<ul style="list-style-type: none"> <li>• To provide internship opportunities for the selected students.</li> <li>• No stipend will be paid to the students during the Internship period.</li> <li>• ASCI will cover travel and other incidental expenses.</li> </ul>

Activity	Swarnandhra College	ASCI
<p>To train the faculty members of the Department of Civil Engineering, Swarnandhra College.</p>	<ul style="list-style-type: none"> <li>• To nominate the faculty members from Swarnandhra College, and share the faculty details with ASCI.</li> <li>• All nominated faculty members to submit a report on completion of the training programme, the report should include action plans prepared to implement the learnings from the programs.</li> </ul>	<ul style="list-style-type: none"> <li>• To extend sponsorship to a maximum of 2 faculty members from Swarnandhra College to attend the training programme on FSSM, conducted during the period of 2022-2025. The sponsorship includes programme fee, travel allowance and accommodation subject to the acceptance.</li> </ul>
<p>To provide consulting assignments to the trained faculty members from Swarnandhra College.</p>	<ul style="list-style-type: none"> <li>• ASCI and Swarnandhra College to jointly identify areas in sanitation or solid waste management for the nominated faculty members.</li> <li>• Swarnandhra college to submit formal proposal detailing scope, methodology, expected outcomes, costing etc.</li> </ul>	<ul style="list-style-type: none"> <li>• ASCI to provide consulting fee to Swarnandhra College on assignment basis as per the mutual agreement.</li> </ul>
<p>To collaborate in other academic and professional activities to promote FSSM.</p>	<ul style="list-style-type: none"> <li>• Swarnandhra College to develop proposals for conferences, workshops, and training programs on FSSM, to be supported by ASCI.</li> <li>• Swarnandhra College to organize the workshops, conferences and training programs on FSSM.</li> </ul>	<ul style="list-style-type: none"> <li>• ASCI to provide financial and technical support as per mutual agreement.</li> </ul>

<p>To develop the FSSM laboratory and incubation center at Swarnandhra College.</p>	<ul style="list-style-type: none"> <li>• Swarnandhra College to develop a proposal for upgrading the existing lab with FSSM capabilities.</li> <li>• Swarnandhra College to establish an incubation center for FSSM.</li> </ul>	<ul style="list-style-type: none"> <li>• ASCI to support in identifying suitable financial and technical partners for Swarnandhra college.</li> <li>• ASCI to provide financial support to set up the FSSM laboratory to facilitate sampling and testing of water and Faecal sludge.</li> </ul>
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- 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 Swarnandhra Engineering College 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 smooth functioning of operations it is agreed by both parties that Swarnandhra College will identify one faculty member to co-ordinate with ASCI and similarly ASCI will identify one faculty member to co-ordinate with Swarnandhra College 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 into 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
FSSM course module development	One month from signing of the MoU and approval by the Swarnandhra College.
Including FSSM module in Environmental Engineering subject of B.Tech Civil Engineering and introducing as an elective subject.	From the Academic Year 2022 onwards.
Rolling out of fellowship scheme for a period of 3 months (max).	From the Academic Year 2022 onwards.
Training program for faculty members.	During the MoU validity period.
Proposals for workshops, conferences, lab, incubation centers.	During the MoU validity period.

For and on behalf of  
Swarnandhra College of Engineering and  
Technology (Autonomous)

For and on behalf of  
Administrative Staff College of INDIA

Signature: *K.V. Satyanarayana*

Signature: *V. Venkateswara Rao*

Name: K.V. Satyanarayana

Name: V. Venkateswara Rao

Designation: Chairman / SCET

Designation: Director, Vth Floor

Date: 08.02.2022

Date: 10.02.2022

Stamps: **CHAIRMAN**  
**Swarnandhra College of**  
**Engineering & Technology**  
Seetharamapuram - 534 280, W.G.Dt.

Stamps:



Witness:-

*[Signature]*  
PRINCIPAL  
Swarnandhra College of  
Engineering & Technology  
SEETHARAMAPURAM  
NARSAPUR - 534 280, W.G.Dt.

