



**Awadh Centre of Education**

Institute of Vocational Studies  
Department of Education

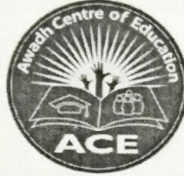
Awadh Bhawan  
FC-31, Sheikh Sarai, Phase - II  
Institutional Area  
Press Enclave Road  
New Delhi - 110017

Tele : +91-11-29257793-94

**MEMORANDUM OF UNDERSTANDING**

**Between**

**INSTITUTE OF VOCATIONAL STUDIES, INDIA**



**And**

**HME WASTE MANAGEMENT, BHIWADI, ALWAR, RAJASTHAN**



**H.M.E-WASTE  
MANAGEMENT**  
ETHICAL | TRANSPARENT | RECYCLING

---

**This Memorandum of Understanding (MoU) made on 07<sup>th</sup> day of Feb<sup>ry</sup>, 2025 at Institute of Vocational Studies situated at FC-31, Sheikh Sarai, Ph-II, New Delhi-110017, India.**

**Institute of Vocational Studies situated at FC-31, Sheikh Sarai, Ph-II, New Delhi-110017, India** which expression unless repugnant to the context or meaning thereof includes its successor and permitted assignees, hereinafter, referred to as the **First Party**.

**Between**

**HME WASTE MANAGEMENT, BHIWADI, ALWAR, RAJASTHAN** which expression shall unless repugnant to the context or meaning thereof includes its successors and permitted assignees, of the **Second Party**.

**Background:**

The Institute of Vocational Studies is an academic unit of Awadh Public Charitable Trust-Society, established in the year 2002 with the prime objective to provide a platform for quality education and for the upliftment of Minority Community and weaker sections of the Society. It is a private un-aided and self-financing institution, which is managed and controlled by a non-profitable educational Society (Awadh Public Charitable Trust). The institute is imparting professional teacher education and training in B.Ed. & D.El.Ed. Programmes. The B.Ed. (Bachelor of Education) one year course was launched from the academic year 2003-04. The NCTE (National



Council of Teacher's Education) vide order No. F.NRC/NCTE/F-3/DH-154/617 dated 24.4.2003 granted unconditional recognition to run B.Ed. Programme with an approved intake of 100 student, and approved by the Directorate of Higher Education of Govt. of NCT of Delhi under the affiliation of GGS Indraprastha University of Delhi.

The D.El.Ed. (Diploma in Elementary Education) two years course was launched from the academic year 2010-2012. NCTE (National Council of Teachers Education) vide Order No. F.NRC/NCTE/F-3/DH-209/2004/6803 dated 24.08.2004 granted unconditional recognition to run D.El.Ed. programme with an approved intake of 50 students under the scheme of "*Sarva Shiksha Abhiyan*" – Directorate of Higher Education of Government of NCT of Delhi under the affiliation of SCERT, Delhi.

**Purpose:**

The purpose of this MoU is to outline terms and conditions for the management of electronic waste (e-waste) generated by the Institute and to facilitate the collection, transportation, handling and recycling of e-waste from Institute of Vocational Studies. The Second Party promises and agrees to furnish all labour, materials, tools, equipment, services, and incidental and customary work necessary to fully and adequately supply the professional e-waste Management, including collection, processing, recycling and disposal services necessary for the cause assigned.

**The Second Party agrees to provide the following e-waste management services to the First Party:**

- a. Collection: Regular collection of e-waste from designated areas within the Institute, including offices, laboratories, and other facilities.
- b. Transportation: Safe and secure transportation of collected e-waste to HME Waste Management's processing facility.
- c. Processing: Proper dismantling, recycling, and disposal of e-waste in compliance with local and national regulations and best environmental practices.
- d. Data security: Ensuring the secure handling and destruction of any data-bearing devices including hard drives and storage media, to protect sensitive information.
- e. Reporting: Provision of detailed reports on the volume of e-waste collected, recycled, and disposed of, including compliance with applicable regulations.
- f. Training and awareness: Offering training sessions and awareness programs to Institute of Vocational Studies staff and students on proper e-waste disposal practices.
- g. Green Internship Opportunities to Students, if required.

**Responsibilities of both parties:**

- **Institute of Vocational Studies agrees to:**
  - a. Designate appropriate locations for e-waste collection and ensure that these locations are accessible to the HME Waste management's personnel.
  - b. Educate and inform Institute of Vocational Studies staff and students about the e-waste management program and encourage proper segregation and disposal of e-waste.



- c. Provide necessary documentation and access to facilities for the HME Waste Management's personnel to carry out their duties.
- **HME Waste Management agrees to:**
    - a. Adhere to all relevant local, state, and national regulations regarding e-waste management.
    - b. Maintain necessary licenses and certifications required for the handling and processing of e-waste.
    - c. Provide timely and efficient services as outlined in this MoU.
    - d. Maintain confidentiality and protect data security as required.

This MoU shall be effective from <sup>4<sup>th</sup></sup> 07 Feb. 2025 and shall remain in effect until <sup>4<sup>th</sup></sup> 06 Feb. 2028, unless terminated earlier by either party with 15 days' written notice. In the event of termination, HME Waste management shall complete any ongoing collection and processing activities as agreed upon up to the termination date. Any amendments to this MoU must be made in writing and signed by authorised representatives of both parties.

**Confidentiality:**

Both parties agree to maintain the confidentiality of any proprietary or sensitive information exchanged during the term of this MoU and not to disclose such information to third parties without prior written consent.

**Dispute resolution:**

Any disputes arising out of or in connection with this MoU shall be resolved through mutual discussion and negotiation.

IN WITNESS WHEREOF BOTH THE PARTIES HAVE SIGNED THIS MEMORANDUM OF UNDERSTANDING (MoU) ON THE DATE INDICATED ABOVE:

**For Institute of Vocational Studies**

Name: Dr. Mandira Gupta

Title: Principal

Signature: [Signature]

Date: 07.02.25



**For HME Waste management**

Name: Dr. Renu Sharma

Title: Head of Program (Research & Advocacy)

Signature: [Signature]

Date: \_\_\_\_\_

07.02.2025

