

Ncell



MEMORANDUM OF UNDERSTANDING  
BETWEEN

NCELL PRIVATE LIMITED

AND

KATHMANDU UNIVERSITY SCHOOL OF SCIENCE

This Memorandum of Understanding ("MoU") is made and entered on ..... (the "Effective Date")  
by and between

NCELL PRIVATE LIMITED, a company organized and existing under the Laws of Nepal having its registered office at Lalitpur District, Lalitpur Metropolitan City, Ward No. 4, Ekantakuna, Nepal (hereinafter called "Ncell");

AND

Kathmandu University School of Science (hereinafter the "KU SOS" or "School") is an educational institution dedicated to maintain high standards of academic excellence having its registered address and located at Kavre District, Dhulikhel Municipality, Ward No. 04, Nepal.

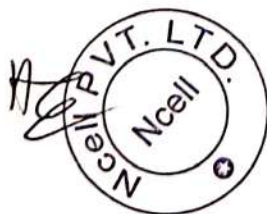
Each the "Party" and together the "Parties".

**Introduction**

This MoU is signed between Ncell and the KU SOS for the purpose of providing the Internship Program ("Internship") for the period as set herein below to the students/pupils of the KU SOS to allow them to gain valuable applied experience and make connections in professional fields they are considering for career paths.

**Objective of Internship Program**

The Internship is a form of experiential learning that integrates knowledge and theory learned in the classroom with practical application and skills development in a professional setting. Internships give employers the opportunity to have new ideas and perspective on organizational issues while building pool of future talents; and give the students the opportunity to gain and educational in nature. Further,



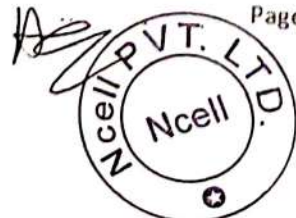
the KU SOS agrees and acknowledge that there is no guarantee or expectation that the internship will result in employment.

### Responsibilities of the Parties

Ncell and the KU SOS interact to ensure that the academic and work experience goals of Internship program are achieved to the mutual benefit and satisfaction of the Parties.

### Responsibilities of Ncell:

1. Provide opportunity to the KU SOS student to carry on their internship program as required by their curriculum.
2. Provide selected intern(s) offer letter and clearly defined job scope.
3. To exercise the final right for the selection of student for Ncell Internship Program
4. Provide a mentor/supervisor for intern student during the internship.
5. Provide safe and healthy working conditions for the student during internship activities.
6. Provide monthly internship stipend of NPR. 13,500/- gross, and allowance for travel and accommodation (if occurred) for internship activities during the internship period.
7. Provide basic orientation sessions to the selected interns whereby they will receive basic trainings & guidance on what should and should not be done prior to beginning the internship to avoid the situation of loss or damage inadvertently of organization property & brand name.
8. Employ the intern for a minimum number of hours and weeks, as required by the curriculum and Nepalese labor law.
9. Provide the intern with accidental insurance and necessary logistics for communication during the duration of internship.
10. Maintain records and reports on Student's performance and provide written evaluations of Student's performance based on internship report and presentation to the KU SOS at the end of internship program.
11. Provide the Internship completion Certificate to the student/intern who has complete the internship to the satisfaction of Ncell and as per the Ncell requirement at the end of the Internship period.
12. Internship program does not commit/ offer employment in Ncell after the completion of internship program.



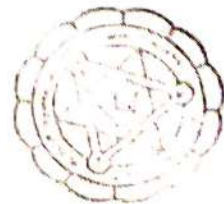
An internship agreement between the selected student and Ncell will be signed after the confirmation of the internship. Responsibilities of Kathmandu University School of Science (KU SOS):

1. Promote Ncell Internship Program as Ncell Youth Development Program within the KU SOS and encourage maximum students to apply online to the program as per the communicated timeline.
2. Provide platform to Ncell at KU SOS to conduct awareness about the internship program to students.
3. Provide applying student with recommendation letter from KU SOS with whom this MoU entered into.
4. Provide applying students with recommendation letters or academic records to apply for the internship program.
5. Facilitate and coordinate the interview process for the selection of intern as a service to both the student and Ncell.
6. The KU SOS shall be responsible for all of the acts of its students along with any loss or damage resulting from those acts of its students while on the internship program.
7. Provide Internship report at the end of completion of the internship program to Ncell.
8. To communicate with its students to maintain the confidentiality of the work always provided to the students during the internship program and under all circumstances.
9. Provide published information and documents for use by the organizational members of Ncell in their professional activities.
10. Further, the KU SOS and its student selected for the internship must adhere to Ncell's Code of Conduct for the duration of the internship which includes:
  - i. The student/intern must be punctual and adhere to the policies of Ncell which may be set out verbally, in a staff handbook or provided through the course of internship;
  - ii. Requests for sick leave must be reported directly to the student's supervisor at Ncell at the commencement of the business on the day that the leave is to be taken. Only messages by the student/intern given over the phone or email will be accepted. Sick leave of 2 days or more must be accompanied by a medical certificate;
  - iii. Any request for holidays or other leave must be made in writing to Ncell and are subject to the approval of Ncell.
  - iv. The student/intern is not permitted to negotiate payment or any other benefit with Ncell.



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- v. The student/intern must adhere to Ncell's rules and company culture during the business hours. The student/intern of the KU SOS must behave in an orderly and professional manner at all times whilst participating in their internship. Any serious misconduct or breach of the Code of Conduct of Ncell will result in the cancellation of the internship of the student and immediate dismissal from the internship program. No stipend will be paid to the student in that event and the KU SOS will be duly notified.

#### Internship Period

Internship program will be of 10 - 12 weeks for master's degree and 6 - 8 weeks for bachelor's degree in each seasons- Summer and Winter or as per the Internship Program guideline of the School. The commencement date of each internship season shall be locked in coordination with KU SOS till this MOU is valid.

#### Contact Persons

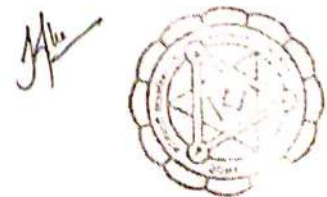
The contact person for Ncell is Mr. Ranjit Kumar Karna, Expert, Innovation, <<Ncell Pvt Ltd, +9779802100204 and ranjit.karna@ncell.axiata.com>>, and the contact person for KU is Dr. Samir Shrestha, Internship Program Coordinator, <<Department of Mathematics, School of Science, +9779841209655, samirstha@ku.edu.np>>.

#### Term and Termination

1. The MoU shall come into force from the June 2020 and shall be valid for a period of 3 (three) years thereafter (the "Term"). The MoU may be renewed for further term with the consent of both Parties.
2. The understanding between Ncell and the KU SOS may be terminated with mutual consent at any time by giving 30 (thirty) days advance notice in writing by either Party to that effect.
3. Ncell shall have the sole right to revoke the internship program, immediately and without any prior notice, if the KU SOS fails to ensure the internship credibility, thereby causing a breach of the MoU.
- 4.

The MoU between Ncell and KU SOS shall be terminated immediately if one or both Parties do not fully comply with the conditions stated in the MoU or laid down in the relevant policies, guidelines, rules and regulations of Ncell and the KU SOS.

#### 5. Miscellaneous



1. Any amendments to this MoU shall be effective upon the signature of both Parties. The amendments would be considered as a part of the MoU.
2. This MoU shall be governed by and interpreted in accordance with the Laws of Nepal.
3. The Parties shall resolve any disputes, controversy or claim arising from this MoU through good faith discussions.
4. Neither Party shall use the name or emblem of the other Party, or any abbreviation, in connection with its business or otherwise without the express prior written approval of the other Party in each case. The Parties acknowledge that they are familiar with each other's ideals and objectives and recognize that the other's name and emblem may not be associated with any partisan, political or sectarian cause or otherwise used in a manner inconsistent with the status, reputation and neutrality of each of the Parties

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IN WITNESS HEREOF, the Parties have executed this MoU as of the Effective Date by their duly authorized representatives.

**For and on behalf of NCELL**

Signature

*[Handwritten Signature]*

Date

\_\_\_\_\_

Name

: Andy Chong

Title

: Chief Executive Officer



**For and on behalf of the KU SOS**

Signature

: *[Handwritten Signature]*

Date

: Dec 27, 2019

Name

: Prof Dr. Kanhaiya Jha

Title

: Dean



**Witness**

Signature

*[Handwritten Signature]*

Date

\_\_\_\_\_

Name

: Yuvraj Shrivastava

Title

: Chief Human Resource Officer

**Witness**

Signature

*[Handwritten Signature]*

Date

: Dec 27, 2019

Name

: Dr. Samir Shrestha

Title

: Internship Program Coordinator