

Memorandum of Understanding (MoU)

Between



**MANAV RACHNA UNIVERSITY**

(FORMERLY MANAV RACHNA COLLEGE OF ENGINEERING  
NAAC ACCREDITED 'A' GRADE INSTITUTION)

Declared as State Private University under section 2F of the UGC act, 1956

MANAV RACHNA UNIVERSITY

And



**asian**  
Institute of Medical Sciences

Asian Institute of Medical Sciences, Faridabad

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Dr. Ramesh Chandra,  
MBBS, MD (Micro), PGDHHM,  
Chairman - Safety, Quality,  
Laboratory & Blood Bank Services  
Asian Institute of Medical Sciences  
Badkal Flyover Road, Sector - 21A,  
Faridabad - 121001  
HMC : 005899

*(Handwritten signature)*  
Registrar

Manav Rachna University

43 Anand Vihar, Faridabad, Haryana

**MEMORANDUM OF UNDERSTANDING**

**BETWEEN**

**MANAV RACHNA UNIVERSITY**

**AND**

**Asian Institute of Medical Sciences, Faridabad**

THIS MEMORANDUM OF UNDERSTANDING ("MOU") is made by and between the Manav Rachna University, Aravalli Hills, Manav Rachna Campus Road, Faridabad, Haryana (hereinafter MRU) and Asian Institute of Medical Sciences, Faridabad (Address). Both MRU and Asian Institute of Medical Sciences, Faridabad shall also be collectively referred to as the "Parties" or the "Institutions."

**RECITALS**

**WHEREAS**, MRU and Asian Institute of Medical Sciences, Faridabad both have health science-related programs and affiliated health care systems that are involved in Clinical & preventative healthcare and the healthcare management education of students; and

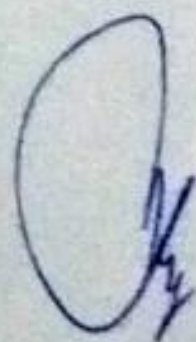
**WHEREAS**, MRU and Asian Institute of Medical Sciences, Faridabad desire to establish certain exchange programs beneficial to the respective educational and clinical Institutions and to promote the development of joint studies, and training activities, and other educational exchanges of mutual interest.

**NOW THEREFORE**, in contemplation of the mutually beneficial relationships to be established, and in consideration of the mutual promises and covenants contained herein, the sufficiency of which is hereby agreed to and accepted, the Parties agree as follows:

**TERMS**

**1. Purpose of the MOU: Definition**

- 1.1 The primary objective of this MOU is to create a means for cooperative efforts between MRU and Asian Institute of Medical Sciences, Faridabad to affect the academic and clinical interchange of faculty, and students, and clinical, academic and research information between the two Institutions.
- 1.2 The Parties agree that this MOU will provide the foundation and framework for later particular projects, developed by clinical, academic and administrative units from the two Institutions.
- 1.3 "Home Institution" refers to the Institution sending its student(s), to the other Institution for the purposes of study, learning, student clinical electives, teaching and/or research.
- 1.4 "Receiving Institution" refers to the Institution hosting the visiting student(s), faculty member(s) from the other Institution for the purposes of study, learning, student clinical electives, teaching, and/or research.



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## 2. Validation Period of this MOU.

This Memorandum of Understanding shall remain in place until:

- 2.1 Superseded by such a separate formal written agreement(s);
- 2.2 Terminated by either Party upon written notice of not less than ninety (90) days; or
- 2.3 At the latest, three (3) years from the execution of same, unless the Parties mutually agree in writing to extend same.

## 3. Coordination Committee

3.1. To facilitate this MOU, a MRU- Asian Institute of Medical Sciences, Faridabad Collaboration Coordination Committee will be formed. The Committee will be composed of members from both Institutions with one Chair and one Liaison from each Institution. It will be the Committee's responsibility to carry out collaboration-related duties and to report to the Deans of MRU and Regional Director & Medical Superintendent of Asian Institute of Medical Sciences, Faridabad.

Members from MRU:

- Chair
- Liaison

Members from Asian Institute of Medical Sciences, Faridabad

- Chair
- Liaison

## 4. Areas of Collaboration

The Dean/ Chief Executives/ Medical Director of both Institutions, the areas of potential collaboration between the Parties in the fields of education, teaching, research and innovation shall include, but not be limited to:

### 4.1 Medical Management Education

4.1.1 The Home Institutions may ask the Receiving Institution to send delegations staff and/or faculty members to visit the other Institution to learn about the other's educational system and curriculum design and periodically guide them to for the updation of Healthcare Management Program. The Receiving Institution is expected to provide assistance in arrangements. A detailed schedule and plan of the visit must be worked out with the Coordination Committee prior to the visit.

### 4.2 Student Training Process

4.2.1 Students of the program<sup>(H.C.M)</sup> will be placed on Internship rotation in different departments like Human Resource, IT, Finance, Pharmacy Management, Non-Pharmacy, Bio-Medical, Quality Control, Front Office, Operations, Fire & Safety etc. in order to give a practical exposure and real life learning of Hospital Environment.

4.2.2. Students will undergo Summer Internship as follows:

- 2nd Semester Students – 6 weeks (May – June)
- 4<sup>th</sup> Semester Students – 4 months (March end – July)
- 6<sup>th</sup> Semester Students:- 4 Months – Last week March onwards (Job/Internship opportunities)

Time to time the students will be provided the access to know seminars and webinars conducted by the Receiving Institution.

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4.2.3 Students must meet all applicable regulatory and admission standards of the Receiving Institution.

4.2.3 The Home Institution is responsible for collecting and reviewing student requests and applications for study and formally recommending qualified students to the Receiving Institution for the study desired. Members of the "COORDINATION COMMITTEE" from each respective Institution will oversee the experience for each student.

4.2.4 The Receiving Institution will make the final determination as to the acceptance of the student in each case, according to its policies and standards, and will notify the Home Institution in writing of the acceptance or rejection. The Home Institution will notify the student of the decision.

4.2.5 Each student accepted by the Receiving Institution will be expected to participate in the Receiving Institution at the same level of competency as any other student participating in the Program.

4.2.6 The Receiving Institution will have the right to remove any student from the Program due any indiscipline or misbehavior. In this instance, the Receiving Institution will provide written notification to the Home Institution. The Home Institution will comply with the request for removal immediately.

4.2.7 General orientation to a Program will be provided by the Receiving Institution, and orientation to a particular student elective rotation at a clinical site will be the responsibility of the clinical site.

4.2.8 For a student of one Institution wishing to participate in a student elective departmental rotation or to undertake a short-term non-degree Internship/training/dissertation under a specific faculty member(s) at the other Institution, the following must be completed:

4.2.10 Travel, living expenses, and other associated costs related to the student's attendance at the Receiving Institution will be the responsibility of the student. Tuition or fees will not be charged by the Receiving Institution.

#### **4.3 Research/ Training/Internship Collaborations**

4.3.1 Both Institutions will encourage students to undertake research projects during their internship trainings in hospital/health management in areas of mutual interest.

4.3.2 In such joint projects between the two Institutions, care will be taken to assure that there will be parity in the numbers and institutional ranks of the personnel involved. Any resulting publications shall include an acknowledgement of the contributions of each Institution in accordance with customary scientific practices.

#### **4.4 Exchange and Visit of Hospital Staff Members & Faculty Members**


4.4.1 The process for establishing an exchange of Hospital Staff Members & Faculty Members will be as follows:

4.4.1.1. The staff members from the Receiving organisation will be conducting certain *industry specific subjects*, the approval of which will be taken from both Home and Receiving Institutions. The inviting Institution is expected to pay for all of the related costs and expenses of same.

4.4.1.2. The staff / faculty member of one Institution invited by the other Institution to *give lectures, present at conferences, perform services, or contribute in other ways to the benefit of the inviting Institution*; the inviting Institution is expected to pay for all of the related costs and expenses of same. The faculty members of the receiving institution



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may be asked to teach 1 or 2 subjects in a given semester at the remuneration rate of INR 5000/ hour for a maximum of 16 lectures per subject within the time frame of 1 semester.

**5. Applicable Rules; Emergencies.**

The Parties agree that the clinical and academic requirements of both Institutions will be respected and that all current policies, rules, regulations, and/or guidelines covering matters applicable to a Program will be shared with, and carefully followed by, the staff members of the hospital, faculty members and students participating in the Program. In the event of a student exposure to infectious or environmental hazards or other occupational injuries as a result of the clinical or research assignment, the student will seek immediate medical attention consistent with the site's occupational exposure procedures. Such emergency care will be provided at the usual and customary charges.

**6. Relationship of the Parties.**

This MOU shall **not** be construed to create a relationship of a joint venture, partnership, brokers, employees, servants or agents between the Parties. The Parties to this MOU are acting as independent contractors representing their own respective independent Institution. With respect to any employee compensation for services provided in connection with this MOU, each Institution will be responsible for paying their own employees (including faculty), and properly withholding their own employees' taxes and other costs and fees as may be required.

This Memorandum of Understanding is a **non-contractual, non-binding** statement of the Parties' desire to engage in the exchange programs and activities outlined herein. This Memorandum of Understanding is **not binding or enforceable** on either Party by the other, and creates **no legal responsibilities or obligations**. In no event shall either Party be liable to the other for any direct, indirect, consequential, special (including multiple or punitive), or incidental damages of any kind arising from, and/or related to this MOU.

**7. Use of Institutions' Name: Advertising and Publicity.**


Neither Institution will use the other Institution's name, or any name that is likely to suggest that it is related to the other Institution, in any advertising, promotion or sales literature without first obtaining the express written consent of the other Institution.

**8. Confidentiality**

The parties anticipate that within the context of this MOU it may be necessary or helpful to transfer information/data of otherwise sensitive or company-confidential nature pertaining to students progress and update during the training period. All such information exchanged between the Parties shall be considered Confidential Information and shall not be used by the Parties except in the furtherance of the aims of this MOU, and further, neither Party, without the other Party's express written consent, shall disclose to any third party any such Confidential Information.




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**Correspondence:**


Dr. Kameshwar Singh would be the coordinator (MRU) for all academic purposes and Dr. Hilal Ahmed, Regional Director and Medical Superintendent would be the coordinator for all purposes on the behalf of Asian Hospital.

  
7.12.21

For Asian Institute of Medical Sciences, Faridabad

For MRU

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