Letter of Understanding (LOU)

Between

CSRBOX Foundation

And

Oriental College of Technology Bhopal This Letter of Understanding (LOU) is effective from **12/12/2025**, and is entered into by and between

CSRBOX Foundation (SMEC Trust) having its corporate office at Swati Trinity, Applewood Township, A-404, Shela, Sarkhej-Okaf, Gujarat, 380058

(Hereinafter referred to as "IBM SkillsBuild Country Partner - CSRBOX Foundation")

And

Oriental College of Technology Bhopal having its office at **Oriental Campus, Opp Patel Nagar, Raisen Ro Bhopal (M.P.) 462022.**

RECITALS

I. IBM SkillsBuild, represented in India by its country partner CSRBOX Foundation, is a free-access digital learning platform offering over 85,000 learning activities focused on industry-relevant skill development for students and jobseekers. Upon successful completion of select courses, learners can earn IBM-certified badges and certificates, enabling them to showcase newly acquired, in-demand skills and pursue employment opportunities completely free of cost..

II. Oriental College of Technology Bhopal imparts quality education in Engineering and Management. The Courses are affiliated with Rajiv Gandhi Proudyogiki Vishwavidyalaya, Bhopal and Barkatullah University, Bhopal, Oriental college of technology stands as one of the best Professional colleges in central India. committed to provide quality education, practical training and related services to the students of India and abroad in the areas of Professional Courses ensuring customer delight and satisfaction of interested parties.

OBJECTIVES

The objective of this LoU is to mutually complement both of the above parties' energies, outreach, and efforts to curate opportunities of collaborations, sharing of knowledge resources, and jointly work on building capacities of the users through the two programs- **IBM SkillsBuild and IBM Academia.**

OPERATIONAL ASPECTS

CSRBOX Foundation, as the IBM SkillsBuild Country Partner, will on-board **Oriental College of Technology Bhopal** , as the 'Partner' for the IBM SkillsBuild for both the programs- IBM SkillsBuild and IBM Academia and work closely with the college to leverage their beneficiaries/learner base of students/beneficiaries and other important stakeholders to build industry-relevant skill sets & enhance employability prospects of students/ learners by providing knowledge of emerging technology.

ENGAGEMENT OUTLINE

1. **Platform Access and Onboarding**
   CSRBOX will facilitate learner access to the IBM SkillsBuild platforms for both programs.
   This includes:
   - Provisioning access (including licenses) as needed.
   - Onboarding learners in phases:
     - **Phase I**: 20% learners onboarded and engaged during the pilot.
     - **Phase II**: 80% learner onboarded and engaged by end of the financial year.
2. **Training and Skill Development**
   Hands-on, project-based sessions, innovation camps, and hackathons will be conducted by industry experts and IBM professionals to build relevant and market-aligned skills. Training will be offered to both students and faculty (specific to Academia program).
3. **Masterclasses and Expert Sessions**
   CSRBOX will organize masterclasses on emerging technologies and industry trends to help learners stay abreast of evolving industry demands.
4. **Projects, Assignments, and Progress Evaluation**
   Learners will undertake assignments and real-world projects to apply their learning. Their progress will be monitored to ensure effective outcomes.

5. **Showcase Events and Competitions**

   CSRBOX, in collaboration with the institution, will organize events to enable learners to present their work, fostering peer recognition and confidence.

ROLES AND RESPONSIBILITIES

First Party – *Institutional Partner* - Oriental College of Technology Bhopal Learner Mobilization and SPOC Appointment

Mobilize eligible learners for IBM SkillsBuild program. Appoint a Single Point of Contact (SPOC) to coordinate with CSRBOX for both programs (Academia and Adult Learners).

1. **Infrastructure and Facility Support**

   Ensure availability of necessary facilities such as classrooms, internet, and computer labs for seamless delivery of sessions.
2. **Faculty Coordination (Applicable to Academia)**

   Identify faculty members who will coordinate with CSRBOX for training facilitation and learner support under the IBM SkillsBuild for Academia program.
3. **Learner Engagement and Monitoring**

   Encourage student participation and regularly monitor their progress and platform engagement.

Second Party – *CSRBOX Foundation and IBM SkillsBuild Teams*

1. **Program Delivery and Technical Support**

   Collaborate with the institution to deliver structured learning interventions, providing necessary tools, resources, and support for both programs.
2. **Training Sessions and Capacity Building**

   Conduct physical and virtual training sessions, masterclasses, and faculty development programs (specific to Academia), led by IBM and industry experts.
3. **Platform Onboarding and Engagement Support**

   Assist institutions in onboarding learners to the relevant IBM SkillsBuild platforms and ensure phased engagement.
4. **Employability Linkages and Mentorship**

   Support learners in developing job-ready skills and connect them to employability opportunities or advanced skilling pathways.

DURATION

This LOU shall remain in effect for 3 years, starting from **12/12/2025**, and is subject to review and renewal upon mutual agreement.

TERMS AND CONDITIONS

- **Confidentiality:** Each party shall acknowledge and agree that any and all information derived during the course of this assignment in any form is "Confidential Information". All the information related to the students (like their names, photos taken during the session etc.) everything will be kept confidential.

- **Data Privacy and Protection:** The data will be used only for onboarding learners to the IBM SkillsBuild platform and in subsequent reporting of their engagement to the institution. CSRBOX will maintain the confidentiality of learners' data received as a part of this contract.

- **Consent:** We seek consent to capture photographs of students and faculty members, as well as gather testimonials, for social media promotion. These will be used to showcase the engagement, impact and success stories of our initiative, ensuring all content is shared responsibly and respectfully.

- **Limitation of Liability:** Institution will be responsible for mobilizing the learners and helping CSRBOX to conduct and implement IBM SkillsBuild program to develop essential 21st Century and Job readiness skills in learners.

  The parties enter into this agreement in a spirit of mutual trust and intend that unforeseen matters on issues that arise, as the relationship evolves, will be resolved in a spirit of mutual understanding. If there is conflict at any moment, it shall be resolved in a peaceful and amicable manner.

- **Financials:** This LOU is of non-financial in nature where there is no financial transaction or provisioning involved. CSRBOX shall cover all costs linked to session facilitation and workshop execution. No fees will be levied on institutions by CSRBOX. The terms and provisions in this LOU also apply to any subsequent Addendum to this agreement.

- **Communication and Reporting:** The objective of this IBM SkillsBuild Program is to inculcate 21st Century Skills and engage various stakeholders in the process. CSRBOX shall provide the institution with timely reports in phases, facilitating thorough monitoring and evaluation of the

undertaken initiatives. **If your institution is approached by any other organization for the same program, kindly let us know to avoid fraudulent activities.**

- **Legal Aspects:** This LOU is a statement of intent and does not create any legal obligations between the parties involved. The undersigned party hereby acknowledges that this LOU is a non-binding agreement and is subject to change or withdrawal at any time without penalty.
- **Other terms and conditions:** CSRBOX Foundation cannot utilize and transform the data of the persons enrolled in the course without taking prior permission from the Oriental College of Technology Bhopal .
- The Parties are entering into this LOU in good faith and intentions.

Termination and Extension of LOU

The partnership covered by this LOU shall terminate upon completion of the agreed upon period. In the event of non-compliance or breach by one of the parties of the obligations binding upon it, the other party may terminate the agreement with immediate effect, if there is no resolution available for the breach. This LOU can be extended further as per the mutual agreement between the parties.

IN WITNESS WHEREOF, the parties hereto have executed this LOU on the day **12/12/2025.**

Director
Oriental College of Technology
Patel Nagar, Raisen Road, Bhopal

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