

Dear Industry Partner,

I hope this email finds you well.

Let me take the honor of thanking you for considering NUST students and graduates for the internships and job positions in the previous years, especially in the year 2016 / 17.

With the directives of the NUST management, it is suggested to make this collaboration more formal in terms of a documented evidence in the form of an Memorandum of Understanding (MoU). In the light of this, kindly find a soft copy of an MoU attached. **You are requested to fill in the missing information, including the following, sign it, and send the scanned copy, in reply to this email latest by 8th March, 2018 (Thursday):**

1. Company Logo in the top right corner
2. Company's Full Name in the two dashes on the first page of MoU
3. MoU initiating date (please write back date of 2016 / 17)
4. Full name of chief focal person
5. Full name of deputy focal person
6. Period of Validity (MoU)
7. Signatures of Chief Focal Person
8. Signatures of Deputy Focal Person

Looking forward to your prompt response, please.

In case of any queries, please feel free to contact at: 051-9085-6228.

Thanks & Regards,  
Arooba Gillani  
Manager Placements | NUST HQ.  
+92-51-9085-6220



## MEMORANDUM OF UNDERSTANDING (MOU)

BETWEEN

Pakistan Sweet Home AFP

AND

National University of Sciences & Technology (NUST), H-12, Islamabad,  
PAKISTAN

This Memorandum of Understanding (MOU) is made on the June, 2016/7

Between

Pakistan Sweet Home (hereinafter referred to as  
"Partner Organization")

and

NUST Placement Office, Sector H-12, Islamabad, Pakistan (hereinafter referred to as  
"NPO").

The purpose of this MOU is to define a working relationship between Partner Organization and NPO for providing placement opportunities for NUST students and graduates. Placement opportunities include internships and jobs for which the partner organization will conduct industrial sessions / talk series through on and off-campus recruitment activities.

### 1. Mutual Agreements

The partner organization and NPO agreed as follows, based on mutual consultation:

- 1.1. To provide jobs for NUST graduates, as and when relevant vacancies are created in the partner organization.
- 1.2. To provide internship opportunities for the NUST students and graduates. This would include providing support by giving internship slots for the NUST students..



- 1.3. NPO is obliged to facilitate the partner organization in all recruitment related activities for NUST students and graduates, this would include providing venue, IT infrastructure (multimedia, mics, sound system, etc) and relevant students for the on-campus recruitment drives, as well as providing support in finding a suitable candidate by providing graduate profiles of the students.
- 1.4. NPO is obliged to acknowledge the participation/inclusion of partner organization in relevant seminars, workshop, trainings, events, publications, websites, media, and publicity campaigns with prior consultation and agreement with partner organization.
- 1.5. The partner organization and NPO will grant permission for publication of either partner's name and logo for promotional purpose in brochures, magazines, all marketing materials, photographs, pamphlets, news reports, promotion, publication, websites etc, in consultation and prior agreement of the partner organization and NPO.

## **2. Focal Persons from NPO and the partner organization**

In case of any change in name or the designation of the contact persons, the concerned organization will inform immediately: -

### **2.1. NPO**

- 2.1.1. Manager Placements, NUST- (Chief Focal Person)  
2.1.2. Assistant Manager Placements, (Deputy Focal Person)

### **2.2. Partner Organization**

- 2.2.1. Hammad Malik, Partner Organization – Chief Focal Person  
2.2.2. Aamir Rao - Deputy Focal person

## **3. Period of Validity**

This MOU is effective till 31-Dec, 2018 (It can be further extended with mutual consultation of partner organization and NPO).

4. **Modification of Clause and Article**

Upon bilateral negotiation between CEO (or equiv) of partner organization and Pro-Rector (RIC) NUST, the MOU can be modified, revised, postponed or appended.

5. **Confidentiality Data**

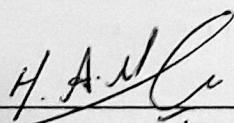
The partner organization and NPO must keep confidential any and all unpublished information made known during the course of the agreement and not disclose / published any reports or paper on the basis of information obtained from partner organization and NPO except with the written approval and authorization of partner organization and NPO.

6. **Dispute**

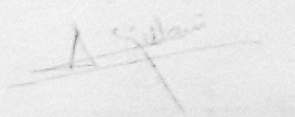
In case of any dispute / conflict for the implementation of this MOU, Pro-Rector (RIC) NUST shall be the arbitrator.

**Signatories:**

This MOU issued in duplicate and signed by the partner organization and NPO.

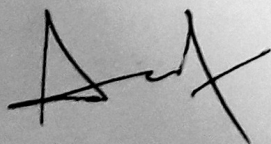


**Mr. Hammad Malik**  
General Manager Internal Affairs  
Pakistan Sweet Home AFP



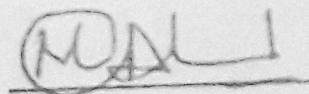
**Ms. Arooba Gillani**  
Manager NUST Placement Office  
National University of Sciences  
and Technology (NUST)

**Witness 1**



**Mr. Umair Rao**  
Manager PR  
Pakistan Sweet Homes AFP

**Witness 2**



**Ms. Maryam Akmal**  
Assist Manager Placements  
NUST Placement Office