**Memorandum of Understanding**

On Labour Market oriented Dual-Cooperative Training (DCT)

In the … Industry

Between

**Name of vocational school y**

and

**Name of enterprise x**

PICTURE OF ENTERPRISE

1. Introduction

**Enterprise x** is a rapidly growing multinational enterprise specializing in essential products and services to economies in transition. It works alongside the community in emerging and post-conflict markets to build or rebuild local infrastructure – power generation, transport, construction and communications. It is a value-added supplier of goods and services. Operations are concentrated in Asia, South-East Asia, and Africa and there are more than 3500 dedicated professionals at all levels and in many disciplines employed worldwide.

**The vocational school y** is a leading vocational institute in Lao PDR with already strong links to various industries and the willingness to further establish partnerships to support high quality vocational education and training which matches the requirements of the Lao labour market.

Both organizations agree to develop a long term cooperation to promote and strengthen labour market oriented human resources development in the automotive, electrical and heavy machinery equipment industries.

The MoU describes the scope of agreement between both organizations.

1. **Objectives**

The objectives of the partnership are:

* 1. Develop and implement Dual Cooperative Training (DCT) arrangements in the automotive, electrical and heavy machinery equipment industries to increase the readiness of students to enter the Lao labour market.
  2. Improve the capacities of vocational teachers by offering internships to them.
  3. Improve the currently existed technical equipment of the vocational school y and/or provide new technical equipment if needed.
  4. Strengthen the partnership between vocational school y and enterprise x by providing information and increasing the knowledge on activities of enterprise x.
  5. Monitor and evaluate regularly the results of the DCT arrangements and provide recommendations for improvement.

1. **Duration of the MoU**

The duration of this MoU is not fixed. If a signatory parties decides to terminate the MoU, the respective party shall formally inform the other party three months before the envisaged end. Notice to this MoU must be given in written form by the respective party and by stating the reasons.

1. **Main Responsibilities of the Partners**

**“Vocational school y”:**

* Jointly select qualified students for DCT
* Identify and select qualified vocational teachers as DCT supervisors
* Organize and implement DCT modules at the vocational school
* Monitor the implementation of training modules at enterprise x by sending DCT supervisors to enterprise x on a regular basis
* Jointly evaluate the results of DCT arrangements on a regular basis and provide recommendations for improvement
* Identify vocational teachers for further training activities (teacher internships)
* Appoint DCT Coordinator for regular exchange with enterprise x

**“Enterprise x”**

* Jointly select qualified students for DCT
* Provide DCT places to students from vocational school y (50-100 DCT places for automotive)
* Organize and implement DCT training modules at enterprise x
* Jointly evaluate the results of DCT arrangements on a regular basis and provide recommendations for improvement
* Ensure technical and pedagogical supervision of students during DCT modules at enterprise x by providing qualified Enterprise trainers
* Instruct students properly and increasingly allow students to take over and perform work-related tasks independently
* Identify suitable Enterprise trainers for further training activities
* Provide DCT students with a financial or material compensation (covering food, accommodation, transport and insurance)
* Strengthen capacities of vocational school y by providing technical equipment (if needed)
* Strengthen capacities of vocational teachers by providing technical training (teacher internships)
* Appoint DCT contact person for regular exchange with vocational school y

1. **Confidentiality (Optional)**

The Parties agree that all information received or otherwise acquired in connection with this MoU is confidential (“Confidential Information”). The receiving party undertakes that it shall: (1) use the Confidential Information solely for the purpose of this MoU; (2) treat and maintain the Confidential Information as confidential; and (3) not disclose or permit the disclosure of any Confidential Information to any third party, except upon prior written consent of the disclosing party. This obligation of confidentiality shall continue and be binding to the parties notwithstanding any termination.

1. **Relationship and Nature of MoU (Optional)**

The parties acknowledge that this MoU is intended to provide for the cooperation between the parties and does not create any legally binding rights or obligations. This MoU is not intended and shall not be construed to create a relationship of agent, employee, partnership, joint venture or association between the parties. To the extent that any other provision of this MoU is inconsistent with this paragraph, this paragraph shall prevail.

1. **Amendements**

This MOU can be amended, modified or supplemented by a written agreement signed by all involved parties.

In witness whereof, this MOU is signed by the authorized representatives.

**NAME OF VOCATIONAL SCHOOL Y** **NAME OF ENTERPRISE X**

**NAME**  **NAME**

*School Director Chief Executive Officer*

Date:Date: