



తెలంగాణ తేలంగానా TELANGANA

D.K AH 387239

S. No. 4526 Date 18/12/21 Rs 100/-

Sold to Dr. A. Venkata Narasimha Reddy

S/D/o. W/o. A. Ranga Reddy

For Whom: Registrar Dr. BRAOU

**D. KAMALA DEVI**  
LICENCED STAMP VENDOR

Licence. No. 15-07-005/2018, Renewal No. 15-07-002/2021

H. No. 3-10-26/31, RTC Colony, Ramanthapur, Uppal (M),  
Medchal-Malkajgiri Dist. Ph: 9393013853.

### **ADDITIONAL MEMORANDUM OF UNDERSTANDING**

#### **AGREEMENT FOR OFFERING VARIOUS COURSE PROGRAMMES FOR SERVING PERSONNEL OF ARMY ORDNANCE CORPS AND THEIR DEPENDENTS BY DR. B.R. AMBEDKAR OPEN UNIVERSITY**

This additional Memorandum of Understanding is made & executed on 20<sup>th</sup> day of December, 2021 at Hyderabad, Telangana State.

#### **BETWEEN**


**Dr. B.R. AMBEDKAR OPEN UNIVERSITY**, having its Office at  
Prof. G. Ram Reddy Marg, Road No. 46, Jubilee Hills, Hyderabad –  
500 033 represented by its Registrar.

(hereinafter referred to as "BRAOU" which expression shall mean is successors, administrators, executors and assignees) on one part.

#### **AND**

**ARMY ORDNANCE CORPS CENTRE, Secunderabad** represented by  
Commandant, Army Ordnance Corps Centre, Secunderabad.

(hereinafter referred to as "AOC Centre, Secunderabad" which expression shall mean is successors, administrators, executors and assignees) on the other part.

  
REGISTRAR  
DR. B. R. AMBEDKAR OPEN UNIVERSITY  
JUBILEE HILLS, HYDERABAD-500 033.



Whereas BRAOU established under APOU Act, 1982 as amended in 1992 has the mandate of catering to the needs of the Country with the objectives of democratizing higher education by taking it to the doorsteps of the learners irrespective of their age, region or formal qualifications.


Whereas AOC Centre is a training institute of eminence of Indian Armed Forces design to provide military and technical training to their Junior Commissioned Officers /Other Ranks who are responsible to provide logistic support to the Army with an overall aim of providing protection and peace to the people of India.

AOC Centre, Secunderabad is affiliated to / associated with Dr. BR Ambedkar Open University, for offering under mentioned Diploma Certificates in Management and Administrative programmes, with an aim to improve and upgrade educational qualification of the trainees / serving personnel, to make them eligible and competent for a "**Second Career Option**", post retirement vide MoU dated 01-06-2019:-

- (a) Diploma in Office Administration for trainees of RCSD Course.
- (b) Diploma in Computer Application for trainees of RCSD Course.
- (c) Diploma in Stores Management for trainees of SHGD Course.
- (d) Diploma in Stores Management for trainees of SHT Course.
- (e) Diploma in Office Management for trainees of NCO Clerk Course.
- (f) Diploma in Personal Management for trainees of RDOJ Course.

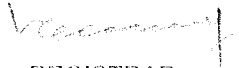
AOC Centre has taken upon themselves an additional objectives to establish Learner Support Services of Dr. BRAOU at AOC Centre and include the under mentioned additional Course Programmes with an aim to improve and upgrade educational qualification of serving personnel of AOC and their dependents to make them competent for a "Second Career Option" post retirement and also increase their employability with the corporate and other entities to fulfil the dream and aspiration of the family members:-

Sl. No	Description of proposed programmes	Basic Criteria
(a)	Advance Diploma in Office Administration	Diploma in the same stream from Dr. BRAOU, Hyderabad or minimum 5 years experience in Clerical duties.
(b)	Advance Diploma in Computer Application	Diploma in the same stream from Dr. BRAOU, Hyderabad or minimum 5 years experience in Clerical duties.
(c)	Advance Diploma in Stores Management	Diploma in the same stream from Dr. BRAOU, Hyderabad or minimum 5 years experience in Store Hand Technical / Store Hand General duties.
(d)	Advance Diploma in Office Management	Diploma in the same stream from Dr. BRAOU, Hyderabad or minimum 10 years experience in Clerical duties.

  
REGISTRAR  
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(e)	Advance Diploma in Personal Management	Diploma in the same stream from Dr. BRAOU, Hyd or 10 years experience in General duties and Men Management.
(f)	Degree in Office Administration	Adv Diploma in the same stream from Dr. BRAOU, Hyderabad or minimum 10 years experience in Clerical duties.
(g)	Degree in Computer Application	Adv Diploma in the same stream from Dr. BRAOU, Hyderabad or 10 years experience in Clerical duties.
(h)	Degree in Stores Management	Adv Diploma in the same stream from Dr. BRAOU, Hyderabad or minimum 10 years experience in Store Hand Technical / Store Hand General duties.
(j)	Degree in Office Management	Adv Diploma in the same stream from Dr. BRAOU, Hyderabad or minimum 10 years experience in Clerical duties.
(k)	Degree in Personal Management	Adv Diploma in the same stream from Dr. BRAOU, Hyd or 10 years experience in General duties and Men Management.
(l)	Graduation (BA, B.Com & B.Sc)	10+2 Pass from recognized School / Junior College
(m)	Bachelor's Degree in Library & Information Science (BLISc)	Graduate from a recognized University
(n)	Master's Degree in Library & Information Science (MLISc)	BLISc Degree
(o)	Post Graduation (MA, M.Sc & M.Com)	Graduate from a recognized University
(p)	PGDM (Post Graduate Diploma in Management).	Bachelor's Degree in any discipline.
(q)	MBA	Graduate from a recognized University
(r)	B.Ed	Graduate from recognized University and eligibility condition apply as per the guidelines of Council of Higher Education subject to the approval.
(s)	Experience Certificate in Teaching / Instructional duties	(i) Qualified in Instructor Suitability Test. (ii) Minimum 02 Years experience of Instructor duties in AOC Centre.

  
 REGISTRAR  
 Dr. B. R. AMBEDKAR OPEN UNIVERSITY  
 JUBILEE HILLS, HYDERABAD-500 033.




Keeping this in view, it is proposed to establish Learner Support Services Centre Dr.BRAOU at AOC Centre and include the above mentioned additional Course Programmes for serving personnel of AOC and their dependents.

### Responsibilities of BRAOU

1. Dr. BRAOU would provide proficient staff as required to run Learner Support Services Centre of Dr. BRAOU at AOC Centre, Secunderabad.
2. Dr. BRAOU would provide all academic inputs and administrative support for smooth functioning of the Learner Support Services Centre of Dr. BRAOU.
3. Dr. BRAOU would actively engage in continuous monitoring of the programme right from the entry level to the award of Diploma / Advance Diploma / Degree and Postgraduate Degrees.
4. The entire evaluation process would be the exclusive duty of the University culminating in the award of the Certificates / Diplomas/ Degrees after collection of the requisite fee.
5. Dr.BRAOU exempt the payment of tuition fee to the personnel of AOC, but however they have to pay the cost of the course material supplied to them and also payment of examination fee as prescribed by Dr.BRAOU.

### Responsibilities of AOC Centre

1. AOC Centre would conduct the Course Programmes at Learner Support Services Centre of Dr. BRAOU located in their premises using their own resources.
2. AOC Centre would continuously maintain Management Information System (MIS) to facilitate exchange of information / inputs for improving the training process.
3. AOC Centre would enrich the trainees who have already left the Centre after completing the training at the AOC Centre, Secunderabad with additional inputs and bring them at par with the current batch of trainees to enable them to enroll along with the current batch for admission and examinations.
4. The AOC personnel dependants have to pay the tuition fee and examinations fee as prescribed by Dr.BRAOU.

  
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Dr. B. R. AMBEDKAR OPEN UNIVERSITY  
JUBILEE HILLS, HYDERABAD-500 033.



The MoU will be valid for a period of 05 years with effect from 20<sup>th</sup> December, 2021 and shall be renewed from time to time at 05 years interval. However, it could be terminated earlier by either party giving notice of one academic session.

Both the parties hereto agree that any dispute arising out of this MoU shall be settled mutually through discussions and if the discussions are failed, the Courts at Hyderabad have jurisdiction for adjudication of the matter.

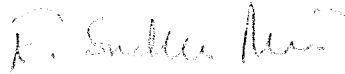
**The description of course programmes to be offered by Learner Support Services Centre of Dr. BRAOU located at AOC Centre is incorporated in this MoU.**

  
**REGISTRAR**  
BRAOU, Hyderabad

  
**COMMANDANT**  
AOC Centre, Secunderabad

**REGISTRAR**  
Dr. B. R. AMBEDKAR OPEN UNIVERSITY  
JUBILEE HILLS, HYDERABAD-500 033.

**Witnesses:**

1.   
Director, AOC Centre,  
Dr. B. R. Ambedkar Open University,  
Hyderabad-500 033.

2. 