



# The Assessors Guild

## Memorandum of Understanding (MOU) with Assessor

This MoU is made on (.....) between the First Party, The Assessors Guild (TAG), located at A-621, World Trade Park, JLN Marg, Jaipur-302017 Rajasthan and Second Party, Name of Assessor, (.....) having requisite qualification and work experience in his/her sector, having address at (.....).

Whereas, TAG is the "Accredited Assessing Body" and is authorized to conduct assessment of candidates in specific skills.

To conduct fair and credible assessments, there is a requirement of empanelling qualified and experienced assessors with high levels of integrity, in trades allotted for skills assessment to the TAG, (.....), a degree/diploma holder in his/her sector, with requisite work experience in his/her sector, on being approached by TAG for empanelling as an Assessor, has agreed to offer his/her services for conducting assessments in his/her Sector. For the services rendered, the Assessor will be paid honorarium as agreed.

The Assessor shall ensure the following:

1. To be present for briefing & conduct of assessment as per time schedule.
2. Follow the rules of SSC & TAG.
3. He/She will make himself/herself available for undergoing any examination/certification test to get certified as an assessor.
4. The assessor cannot refuse to conduct the assessment on specific date, time and venue, once agreed by him/her, failing which he or she will be liable to pay the damage to TAG.
5. Ensure dignity & integrity in conduct and execution.
6. Conduct assessments in a fair and just manner.
7. Abide by the SOPs laid down by TAG.
8. Shall maintain confidentiality and integrity of the examination to be conducted.
9. Will hand over all records of assessment related soft & hard copies within 3 days to TAG, e.g. result in excel sheet question papers, answer sheets, video and photographs of assessment & practical sheets etc. He is also required to upload data on SDMS within three days of assessments.
10. The Assessor undertakes that he/she is not empanelled with any other Assessment Agency and also has not been blacklisted by any SSC (Sector Skill Council), NCVT, DGET, RSA for ISDS or any other examining/Assessment/Certification body. Also he/she undertakes that he/she is not involved in the training activities in ISDS.

This MOU shall come into force from the date hereof and shall continue in force for a period of one year.

The assessor undertakes that he/she directly or through any other individual or company/entity shall not get into any business or relationship with the clients of TAG and/or any other Assessment Body (AB) working with on any similar project during the subsistence of this MOU. Also, he undertakes that he will not indulge in any unethical practices like bribe etc. failing which a legal action may be taken against him/her.

Signature

.....

Place:  
Date:

Signature

TAG

Authorized Signatory