

**THE SCHOOL UNDERTAKING AGREEMENT OF  
ALL INDIA PRIVATE SCHOOLS ASSOCIATION (AIPSA), NEW DELHI**

This School undertaking agreement is made on dated ..... between  
..... - and All India Private Schools Association  
(AIPSA), New Delhi – 110005 represented by  
.....  
.....  
..... All India Private Schools Association,  
Karol Bagh, New Delhi – 100 005.

Party I

Party II

AIPSA represented by

President

Secretary

1. This agreement is mutually agreed and signed on dated ... .. between Party I ..... and Party 2 AIPSA for the school undertaking Procedures as per AIPSA smart school project to make the school, economically viable for sustainable development.
2. The school is required to follow unified syllabi and centralized exam pattern of the AIPSA academic board as per the NCERT/CBSE /State Board syllabus.
3. The school is required to ensure that only trained and qualified staff members may be appointed / continued in the services of the School with approval and consent after verification of certificates by the AIPSA Board.
4. AIPSA will guide and undertake the procedures for admissions, transportation, teachers training and appointments, awareness classes for parents and students and all scholastic and co-scholastic activities.
5. The period of this agreement will be for the next Ten Academic years from the date of signing the agreement. After three years the agreement can be cancelled by the mutual consent of both parties or by giving three months advance notice before March of every academic year. This decision shall be entered in the minutes of party I and will be handed over to party II.
6. Party I shall not interfere in the AIPSA policy matters, appointments and termination of staff and day to day activities of the school, without the prior consent of party II.
7. The account management, including salary, fee collection, transportation expenses and all other expenses, **Staff EPF & ESIC**, electricity and water charges, vehicle expenses will be under the control of party II, whether it makes profit or loss during these three years.

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Party II

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8. Party II undertakes to pay all liabilities and expenses regarding salary and staff appointment during the period of their running years of the School and its administration. A list of all the assets handed over to the Party II shall be maintained as Annexure to the agreement.
9. The party I will have the right to check and inspect school premises, class rooms and all the records including account details of the school with the prior written consent of the party II
10. Party I and II will have a meeting by written notice, given by both parties to discuss the progress of the school whenever it is needed and the meeting minute book shall be maintained by the second party/School Principal.
11. The accounts of the school shall be managed by the Principal and Accountant jointly by opening a joint account in any one of the banks nearby. The expenses including salary shall be managed as per the self financing rule based on the teacher student ratio.
12. After first three years' time, fourth year onwards there will be 20% sharing from the net profit amount. From fifth year onwards 30% sharing and 50% sharing from 6<sup>th</sup> year onwards.  
  
All the running expenses (mentioned in point. 7) will be met by party II.
13. Party I should hand over all the necessary documents and data to party II for the smooth management of school during the period of agreement. The vehicles should be in good condition and all the vehicle related documents should be up to date during the handing over time.
14. The period of agreement will be three years and party II will not be responsible for all the previous liabilities of the school if any.
15. The management of the school by the second party will be purely on the basis of government norms during the period of agreement.
16. The second party will bear the whole responsibility to run the school profitably and Will be responsible for all the academic activities of the school. The Party 1 will provide all the necessary support should be provided by the party I.
17. The party I should provide all the infrastructure facilities like buildings, furniture, playground and management support for the smooth functioning of the school.
18. Party II will be responsible for any damages caused during their running years to the

assets and infrastructure facilities of the school.

Party I

Party II

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President

Secretary