NATURE SCIENCE FOUNDATION
Coimbatore – 640 004, Tamil Nadu, India.

Ref. No.: NSF/F/02 **File No.:**

CONTRACT AGREEMENT

[Revision No: 01, Revision date: 15.10.2025, Issue No: 01]

Name of the Client :
Date of Agreement :

Agreement Between:
Nature Science Foundation, Coimbatore, Tamil Nadu (hereinafter referred to as "NSF") and the Client.

1. Work Description
The work to be performed under this agreement is Air Quality, Carbon, Environment, Energy, Fire Safety, Green, Hygiene, Soil, Water and Waste Management Audits in line with National Building Code (Part 11 – Approach to Sustainability).

2. Time of Performance
The work prescribed under this contract shall be completed within two weeks and shall remain valid for a period of two years from the date of the agreement. In case of unavoidable circumstances, the audit schedule may be revised and NSF shall notify the Client in writing of the revised timeline.

3. Payment wages
Client is informed to settle the full audit payment during the first day of the audit process including travel allowance and accommodation charges of the Audit Team Members, if any and handed over to the Audit Team Leader.

4. Delay in work progress
In case of any delay or change in audit dates due to unavoidable circumstances (e.g., natural disasters, regulatory restrictions), NSF shall notify the Client with the reason for the delay and provide a tentative revised schedule.

5. Confidentiality
As per this contract, clients should maintain these documents at most confidential as follows:

- All audit-related information, reports, findings and certificates shall be kept strictly confidential by the Client.
- Information, audit report and certificates may only be shared with authorized personnel and solely for regulatory or NAAC purposes.
- Auditor contacts and personnel details must not be shared with competitors or external consultants without prior NSF authorization.
- Audit fees, quotations, concessions, complaints, and feedback submitted to NSF must remain confidential.
- This confidentiality obligation shall continue for 5 years from the date of issuance of reports.
- Any breach may result in legal action or penalties as deemed appropriate by NSF.

6. Impartiality and Integrity

- All audit activities shall be conducted impartially and with full integrity.
- NSF's decisions are independent and based solely on objective evidence.
- Clients shall avoid conflicts of interest that could compromise the audit process.

7. Certificate Report and Validity

Certificates and reports issued by NSF are valid for two years from the last date of audit minus one day.

8. Logo Usage restriction

- Clients are strictly prohibited from using the NSF / NABCB / ILAC logos in any form - including on promotional materials, websites, stationery, publications, products, or advertisements — without prior written approval from the respective authorities

- These logos are the property of their respective organizations and are intended solely for official certification and accreditation purposes.
- Use of the logos in a manner that may imply endorsement, partnership, or accreditation beyond the scope of the issued certificate is strictly not permitted.
- Any misuse or unauthorized display of these logos will be considered a violation of agreement and may lead to appropriate corrective or legal action.

Signature of the Client **Signature of the Director / Chairperson**
