# **Scope of Services**

# SDC Consultancy, Individual Services and Training

### **Service Description**

Consultancy, individual services and training offered by SDC to a client organization may cover any or all the range of services SDC provides under the pre-operational and management phases.

In the capacity of a consultant, SDC will have no decision-making role of any nature, but will rather recommend changes based on its needs assessment and the interests and concerns of the client.

As for the individual services, a client may choose to select any of the services described above such as a needs assessment, recruitment and/or training without necessarily becoming an establishment that is managed by SDC.

#### **Consultancy and Individual Service Fees**

For consultancy and individual services, fees are dependent on the number of consultancy/service days and the nature of the services required. These fees will be provided to the client once specific tasks are defined and agreed upon between SDC and the client.

### **Legal Arrangements**

A contractual agreement that delineates the specific services, fees and terms of payment to be rendered will be signed between School Development Consultants (SDC) and the client organization. The duration of the agreement is defined therein and is renewable by mutual consent. Such a legal document will be in three original copies duly signed by SDC and the client organization. One original copy will be registered with the relevant authorities in the country of operation (e.g. chamber of commerce, public attorney, etc.).



