



Students' Placement Office, IIT Kanpur



Career Festival, IIT Kanpur Policy 2022-23 - For Companies

1. **Eligibility:** Companies must be legally registered and in good standing to participate in the Career Fair. The Career Festival is open to all industries and sectors.
2. **Participation Fee:** There are no participation fees for the companies
3. **Events Space:** Each participating company will be assigned space for each event for the duration of the Career Fair. Companies are responsible for providing their own flyers, banners and poster for the events.
4. **Marketing Materials:** Companies may distribute marketing materials at their events but must obtain prior approval from the Students' Placement Office.
5. **Workshops and Presentations:** Companies may conduct workshops, presentations, or other interactive sessions during the Career Festival. The Students' Placement Office must approve the content and format of these sessions in advance. The Students' Placement Office reserves the right to restrict the distribution of materials that are deemed inappropriate or offensive.
6. **Recruitment Guidelines:** Companies must follow ethical recruitment practices and comply with all applicable laws and regulations. Discrimination based on race, gender, religion, nationality, sexual orientation, or any other protected characteristic is strictly prohibited.
7. **Scheduling Interviews:** Companies may schedule on-site interviews with potential candidates during the Career Festival. Companies are required to share the list of students with the Students' Placement Office before the interview. The Students' Placement Office will provide a designated interview area for this purpose.
8. **Results announcements:** Upon conclusion of the events, the company must submit a final list of students who have received prizes, full-time offers, or internship offers, in a sealed envelope, to the Placement Office. Additionally, an email must be sent to spo@iitk.ac.in. If a company hires any students, they will be subject to all Placement Policy regulations.
9. **Data Privacy:** Companies must comply with data privacy laws and regulations, including the General Data Protection Regulation (GDPR) and the Indian Information Technology (Reasonable Security Practices and Procedures and Sensitive Personal Data or Information) Rules, 2011.
10. **Liability:** The Students' Placement Office and IIT Kanpur are not responsible for any losses or damages incurred by participating companies. Companies must take out their own insurance to cover their liability.
11. **Code of Conduct:** Companies must adhere to a code of conduct during the Career Fair and refrain from any behavior that is disruptive, harassing, or offensive to other participants.

By participating in the Career Fair, companies agree to comply with the terms and conditions outlined in this policy. Failure to comply may result in the company being banned from future Career Festival at IIT Kanpur.