



**MEMORANDUM OF UNDERSTANDING
BETWEEN
THE SHAHID JAVED BURKI INSTITUTE OF PUBLIC POLICY AT NETSOL
AND
COMMUNITY DEVELOPMENT FOUNDATION**

This Memorandum of Understanding ("MOU") is entered into between the Shahid Javed Burki Institute of Public Policy at NetSol (BIPP) and the Community Development Foundation (CDF), hereinafter jointly referred to as the "Parties".

WHEREAS, BIPP is an independent non-profit institution aiming at: promoting rights and evidence based inclusive policy making in economic, social, environmental, security and foreign policy related issues in Pakistan; filling the institutional void; professionalizing the key policy areas; producing and inculcating leaders and leadership traits; and serving as a knowledge hub for leadership and policy analysis, development and implementation.

WHEREAS, CDF is a social enterprise, launched with the vision of empowering women and girls utilizing novel trends and techniques, pursuing a sound independent missionary campaign to deliver community development program and following an innovative positive approach to address /work out the viable parameters for economic growth of the women at grassroots levels. Active participation and bilateral commitments with key pillars of the community (civil, private and Government sector) are at the core of CDF operations.

WHEREAS, BIPP and CDF are interested to cooperate in the areas of mutual interest relating to policy dialogues, education, Training, joint research and consultancy.

Article I

Purpose

The purpose of this MOU is to modulate a framework of cooperation between the Parties, in the areas of mutual interest on a non-exclusive basis especially relating to politics, economics and social issues in the context of Pakistan and developing short-term courses in international business, globalization and professional training to foster and collaborate in policy dialogues, education, learning, joint research and consultancy.

Article II

Areas of Cooperation

The Parties agree to cooperate in the following areas of activity

2.1 Women Economic Empowerment:

- Skills Development (psychological and social parameters)
- Business Entrepreneurship Learning & Implementation
- Awareness and linkage with ICTs to generate business
- Access to Micro Finance Facility
- Mutual Assistance in establishment of SDG academy in each district.

2.2 Youth Empowerment:

- To arrange meetings with credible interested organizations/service providers and thereafter to conduct the eligibility assessment to finalize the suitable candidate organizations as Company's district partners.
- Briefing candidate organizations/consultants about Youth Economic Empowerment Program.
- Nominate suitable candidate organizations for further assessment and selection.

2.3 Research and Publication:

- Preparation, launching and dissemination of BIPP and CDF publications, knowledge products and research reports periodically.
- Consulting, from time to time, the experts and resource persons of the Parties for peer reviews about research methodology.
- Supporting and promoting the development of robust policy frameworks based on high quality analysis and evidence based empirical work.
- Supporting the capacity and institutional development interventions of BIPP with public and private sectors;

2.4 Seminars and Conferences:

- Facilitating and organizing seminars, thematic discussions and conferences jointly on issues of mutual interest;
- Providing guest speakers, moderators etc., for the seminars and workshops

2.5 Knowledge Management:

- System design and operational support for BIPP KM system;
- Sharing and exchanging knowledge products, publications and reports produced by the Parties;
- Developing the Digital data control systems accessible to both Parties.
- Sharing data and information - national, regional and international- available with or accessible to the Parties;
- Access to On-line library and information resource centers for SDGs academies in these districts.

2.6 Training and Learning:

- Offering training courses and learning opportunities for staff development in the areas of public policy and related fields;

- Subject to the permission from and approval of SDGs Academy Pakistan, CDF shall give Company complete access to its WEDIP initiative other physical and/or virtual communities for the propagation of and build partnerships for the Company's flagship programs.

2.7 CDF shall give special preference to BIPP recommended micro-entrepreneurs (trained under WEDIP program or otherwise) to attend CDF's WIFI program on the terms and conditions to be discussed and agreed upon by the parties later on.

2.8 BIPP may partner with CDF's services in Punjab for liaison with, and monitoring & evaluation of the performance of the Company's district partners in implementing Company's Women Economic Development Initiative in Punjab. The services may also include social impact assessment of the program in all districts of Punjab in accordance with the impact assessment metrics and process provided by the Company.

2.9. Providing experts and resource persons for the Think Tank related activities especially on issues of regional and global significance as mutually agreed;

Article III

Consultation and Exchange of Information

- 3.1 The Parties shall keep, informed each other on a regular basis to consult on matters of common interest, which in their opinion are likely to lead to mutual collaboration.
- 3.2 Consultation and exchange of information and documents under this Article shall be without prejudice to arrangements, which may be required to safeguard the confidential and restricted character of certain information and documents.
- 3.3 The Parties shall, at such intervals as deemed appropriate, convene meetings to review the progress of activities being carried out under the present MOU and to plan future activities.
- 3.4 The Parties may invite each other to send observers or participants to meetings or conferences convened by them or under their auspices in which, in the opinion of either party, the other may have an interest. Invitations shall be subject to the procedures applicable to such meetings or conferences.

Article IV

Implementation of the MOU

The implementation of this MOU will be facilitated as follows:

- 4.1 The Parties agree that all decision making will be purely on merit and based on best business practices and acumen.
- 4.2 Each party shall designate one or more focal persons for the purpose of effective functioning, communication and deliberation with each other for achieving the purposes of this MOU. Such focal persons shall communicate frequently to provide feedback timely. In this connections, BIPP designates Dr. Ejaz Sandhu as the focal point (Phone : 0300 8436958 and Email: dr.sandhu@sjbipp.org) while Ms. Mariam Khan (Phone: 0300 4436039 and Email: wedipunjab@gmail.com) will be the focal point from CDF.
- 4.3 The Parties will make available their respective platforms and expertise in the pursuit of the conduct of their activities as specifically agreed.
- 4.4 Neither Party shall be an agent, representative or joint partner of the other Party. Neither Party shall enter into any contract or commitment on behalf of the other Party and shall be solely responsible for

making all payments to and on behalf of its own account, as provided under this MOU and under cost-sharing agreements concluded hereunder.

Article V Financial Agreement

In light of business generated, financial agreement will be made for each initiative separately on the basis of viable projected business plans.

Article VI Use of Name and Emblem

6.1 Neither Party shall use the name, emblem or trademarks of the other party, or any of its subsidiaries, and/or affiliates, or any abbreviation thereof, without the express prior written approval of the other Party in each case.

6.2 The Parties agree to recognize and acknowledge this partnership, as appropriate. To this end, the Parties shall consult with each other concerning the manner and form of such recognition and acknowledgement.

Article VII Term, Termination, Amendment

7.1 The proposed cooperation under this MOU is non-exclusive and shall have duration of an initial period of three years commencing on the effective date of entry into operation. It can, however, be terminated earlier by either party upon three months' notice in writing to the other party. The Parties may agree to extend this MOU in writing for subsequent periods of two years.

7.2 In the event of termination of the MOU, any cooperation arrangement concluded pursuant to this MOU, may also be terminated in accordance with the termination provision contained in such agreements. In such case, the Parties shall take the necessary steps to ensure that the activities carried out under the MOU, are brought to a prompt and orderly conclusion.

7.3 This MOU may be amended only by mutual written agreement of the Parties.

Article VIII Notices and Addresses

Any notice or request required or permitted to be given or made under this MOU shall be in writing. Such notice or request shall be deemed to have been duly given or made when it shall have been delivered by hand, certified mail, overnight courier, telex, or cable to the party to which it is required to be given or made at the address specified below or such other address as shall be hereafter notified.

Article IX Settlement of Disputes

- 9.1 The Parties shall use their best efforts to settle amicably any dispute, controversy or claim arising out of this MOU.
- 9.2 Any dispute, controversy or claim between the Parties arising out of this MOU which is not settled amicably in accordance with the foregoing paragraph shall be referred to arbitration.
- 9.3 Failure by either Party to enforce a provision of this MOU shall not constitute a waiver of that or any other provision of this MOU. The invalidity or unenforceability of any provision of this MOU shall not affect the validity or enforceability of any other provision of the MOU.

Article X Entry into Force

This MOU may be signed in counterparts, each of which shall be deemed an original and both of which duly executed shall constitute one entire document and shall enter into force and effect on the date ("Effective Date") in which it is duly signed by both parties.

For BIPP: Mr. Shahid Najam.
Vice Chairman, the Shahid Javed Burki Institute of Public Policy at NetSol
138 Abubakar Block New Garden Town, Lahore, Pakistan

For CDF: Ms. Mariam Khan
Chief Executive, Community Development Foundation
141 Block B Street 4 Eden Value Homes, Thokar Niyaz Baig Lahore, Pakistan

IN WITNESS WHEREOF, the duly authorized representatives of the Parties affix their signatures below.

FOR BIPP

Mr. Shahid Najam

Name

Vice Chairman

Title

17 Oct 2020
Date

The Shahid Javed Institute of Public Policy
at NetSol



FOR CDF

Ms. Mariam Khan *Mariam Khan*

Name *Mariam Khan*

Executive Director *CDF*

Title

17-10-2020
Date

Community Development Foundation, Lahore

