

MEMORANDUM OF UNDERSTANDING

Between

Office of the District Administration, Patiala

And



Punjabi University, Patiala, (Punjab) - 147002

Memorandum of Understanding

This Memorandum of understanding (MoU) is entered into on 30-06-2022 at Patiala, Punjab (India)

This Memorandum of understanding (MoU) sets for the terms and understanding between:

BY and BETWEEN

1. The District Administration(here-in-after referred to as District Administration office)
2. The Civil Surgeon, Patiala
3. Punjabi University, Patiala (here-in-after referred to as Punjabi University, Patiala), governed by its own rules and regulations, is one of the premier institutions of higher learning since 1962, represented by its Registrar, having its office at Punjabi University, Patiala, Punjab-147002, India

Background of Parties

- District Administration, Patiala
- Punjabi University, Patiala is one of the premier Institution of Higher Learning since 1962. Now the University caters to the educational needs of nine districts of Punjab. Over the time since its inception, the University has evolved into a multi-faculty educational institution for the promotion of higher education and research in Sciences, Engineering & Technology, Humanities, Arts, Languages, Technology and many more.

Both the institution have agreed today to enter into and Collaborative understanding on the terms and conditions enumerated in this MoU.

1. Scope of the MoU

The primary scope of the MoU inter alia includes the following:

- (i) District Administration, Patiala shall facilitate the faculty, researchers and students of the Department of Psychology, Punjabi University, Patiala to collect data for research and analysis purposes and conduct counselling sessions indifferent government owned institutions (as mentioned in Appendix-1) in the areas of drug de-addiction, geriatric population (old age homes) and disability counselling with a common objective of well being of inmates in the above said institutions.
- (ii) Department of Psychology, Punjabi University, Patiala shall carry out their academic and research based activities in the institutions as specified in Appendix-1 as a voluntary initiative under ambit of Institutional Social Responsibility (ISR). The list of institutions may be modified by mutual consent of District Administration, Patiala and Punjabi University, Patiala.
- (iii) The mentioned institutions may be used as a field of study for faculty, researchers and students of Department of Psychology, Punjabi University, Patiala.
- (iv) District Administration, Patiala shall offer internship to postgraduate and diploma students of the Department of

Psychology, Punjabi University, Patiala and provide internship certificates to the students.

- (v) District Administration, Patiala shall pay the travelling and dearness allowance to the visiting students of Department of Psychology, Punjabi University, Patiala.

2. Roles and Responsibilities

The scope of this MoU shall be carried out in a collaborative mode between District Administration, Patiala and Department of Psychology, Punjabi University, Patiala. The Roles and Responsibilities of District Administration, Patiala and Department of Psychology, Punjabi University, Patiala in performing the defined objective shall be as follows:

District Administration, Patiala

- a. District Administration, Patiala shall provide the list of potential institutes (which can be changed owing to the demands of MoU) for counselling related work to the Department of Psychology, Punjabi University, Patiala.
- b. District Administration, Patiala shall facilitate field visits through the in-charge/official of the concerned institution.
- c. District Administration, Patiala will nominate a member as a point of contact for all correspondence in carrying out the defined objective.
- d. District Administration, Patiala shall facilitate the faculty, researchers and students of the Department of Psychology, Punjabi University, Patiala to give access to the listed institutions, relevant documents for the purposes of activities to be carried out by these intellectuals.
- e. District Administration, Patiala may suitably adopt the research output and feedback received from the Department of Psychology, Punjabi University, Patiala for the well being of the inmates of the visited institutions and improvement in functioning of the listed institutions.
- f. At the end of the year, the MoU outcomes will be presented and submitted to the district administration.

Department of Psychology, Punjabi University, Patiala

- a. The Department of Psychology, Punjabi University, Patiala shall carry out research and counselling related work in the institutions as specified in Appendix 1 as a voluntary initiative.
- b. The Department of Psychology, Punjabi University, Patiala through its authorized faculty, researchers and students (which may change from time to time) will carry out counselling at least twice a week (which can also be increased as per the need of the client/institution) and research related work and give suitable suggestions for improving the efficiency and functioning of the said institutions in the following aspects:
 - (i) Improvement in the mental health conditions of the inmates.
 - (ii) Improvement in the psychological well being of the inmates.
 - (iii) Doable solutions for authorities to bring betterment in the functioning of the institutions.
 - (iv) Referrals for inmates suffering from mental illness.
- c. The Department of Psychology, Punjabi University, Patiala may also associate with District Administration, Patiala during planning activities related to bring changes in the conditions and facilities of the said institutions.
- d. The Department of Psychology, Punjabi University, Patiala will nominate a Coordinator as a point of contact for all correspondence in carrying out the defined objective as well as inform from time to time.
- e. Students will be conducting an ex-ante (Pre intervention) and ex-post (Post intervention) analysis of their intervention in the respective field, and the report be shared with the district administration.

3. Confidentiality

The parties understand that in the course of their association, they shall have access to confidential information provided by the other party. Accordingly, the parties agree that such information shall be maintained in the strictest confidence and trust, except such information which, by its nature, is not

confidential or which is in the public domain or which the party comes to know about other, without violation of any law or legal obligation, provided that such party may be entitled to disclose such information, if legally required to be disclosed to a Competent Authority. Failure to maintain confidentiality shall entitle the affected party to terminate the MoU

4. Effective date and period of MoU

The MoU shall come into effect for all its intents and purposes from the immediate effect and shall **remain valid up to one year**, unless terminated by mutual consent by either party by giving 60 day notice in writing to the other party.

<p>for Vice-Chancellor, PUP</p> <p><i>Majotken</i></p> <p>Registrar, Punjabi University Patiala</p> <p>30-06-2022</p>	<p>For District Administration, Patiala</p> <p><i>[Signature]</i></p> <p>Deputy Commissioner Patiala</p>
<p>Witness 1</p> <p><i>[Signature]</i></p> <p>Department of Psychology Punjabi University, Patiala</p>	<p>Witness 1</p> <p><i>[Signature]</i></p> <p>Distt. Social Security Officer PATIALA</p>
<p>Witness 2</p>	<p>Witness 2</p>