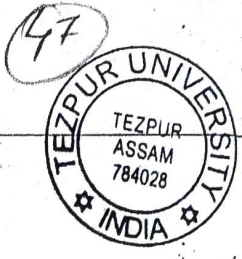


PRFO  
For Review of AP  
Original is with Dean, S.M.S.  
19/11/19

Office of the Registrar  
Receipt No. 5515  
Date 19/11/19  
Received by



## MEMORANDUM OF UNDERSTANDING

Between the Mission Directorate, Swachh Bharat Mission (Gramin) Assam & Tezpur University

This memorandum of understanding (this "MoU") is made on 12.11.2019, between the Mission Directorate, Swachh Bharat Mission (Gramin), Assam located at Hengrabari, Kamrup, Assam – 781036, India. Tezpur University, Napaam, which is established by an Act of Parliament of India for the proliferation of education, having its establishment at Napaam, Sonitpur, Assam, INDIA.

### **Purpose and Scope:**

Both the Mission Directorate, Swachh Bharat Mission (Gramin), Assam and the University will appoint a person to serve as the official contact and coordinate the activities of each organization to carry out this MOU. The organizations agree to the following tasks for this MOU:

Hiring/Engagement of District Level Financial Management Specialist in each District

**Organization:** Tezpur University

**Districts to be covered (11) :** Sonitpur, Biswanath, Dhemaji, Lakhimpur, Dibrugarh, Tinsukia, Sivsagar, Charaideo, Jorhat, Majuli and Golaghat

**No. of Candidates to be selected:** 11, one for each district

**Scope of Work to be carried out by Tezpur University:**

1. Designing of Application Form and Detailed advertisement as per the guidelines received from Office of the Mission Director, SBM-G, Assam
2. Issuing Advertisement at Tezpur University website.
3. Receipt of Applications online (through Google doc etc.)
4. Shortlisting of Applicants as per stated eligibility criteria
5. Inviting applicants for written test
6. Conducting written test at Tezpur University (designing of question papers, managing the venue including invigilation, administering the test etc.)
7. Written test will be based on MCQ type consisting of 100 questions with duration of 2 hours.
8. Evaluation of the answer scripts of written test

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9. Shortlisting of candidates for Interview and communicating to candidates.
10. Verification of hard copies of testimonials of candidates shortlisted for interview.
11. Conducting the interviews (inviting subject experts including their hospitality, managing the venue, administering the process etc.)
12. Preparation of Final Merit List/Wait List as per the guidelines provided by Mission Director, SBM-G, Assam.
13. Providing detailed score sheet of candidates of their performance in written test and personal interview.
14. In case of very large number of applications, the number of shortlisted candidates for the written test will be restricted to 132 (1:12) and that for Interview will be 33 (1: 3 ratio). Scoring pattern will be developed for shortlisting the candidates for written test. There may be 2 sets of question booklets for better administration of the written test.
15. Written test will be held on a Saturday followed by Personal Interview in the immediate next Sunday.
16. Output will be in the form of detailed list of the candidate merit wise based on the composite score of written test and personal interview. Merit List for 11 candidates as well as wait list for other 22 candidates will be prepared.

**Administrative Costs:**

An amount of Rs. 2,00,000/- (Rupees two lakhs only) may be paid to Tezpur University favouring "The Registrar, Tezpur University"

**Official Contact – Tezpur University**

1. Prof. Papori Baruah, Dean, School of Management Sciences, Tezpur University  
[papori@tezu.ernet.in](mailto:papori@tezu.ernet.in) mobile: 9435380862, landline: 03712273021


**Official Contact – The Mission Directorate, Swachh Bharat Mission (Gramin) Assam**

1. Er. Kishaloy Bhattacharjee, Nodal Officer, State Training Management Unit,  
[kishaloy\\_b@yahoo.com](mailto:kishaloy_b@yahoo.com) / [sbmg.assam@gmail.com](mailto:sbmg.assam@gmail.com) (Phone- 99547 – 13276)

**Authorization** On behalf of the organization I represent to sign this MOU

  
(Mission Directorate, SBM-G, Assam)



  
(Registrar, Tezpur University, Assam)  
**Registrar**  
**Tezpur University**  
**Napaam, Tezpur**