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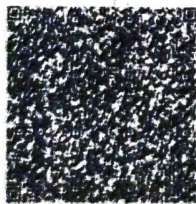


सत्यमेव जयते

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Memorandum of Understanding (MoU)

between

**Centre for Distance and Online Education, Tezpur University, Tezpur
and**

**Centre for Panchayati Raj and Rural Management, State Institute of
Panchayat and Rural Development, Assam**

Handwritten signature and date: 21/12/20

Registrar
Tezpur University
Napaam, Tezpur

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RS 0003782916

Statutory Alert:

1. The authenticity of this Stamp certificate should be verified at 'www.shclstamp.com' or using e-Stamp Mobile App of Stock Holding. Any discrepancy in the details on this Certificate and as available on the website / Mobile App renders it invalid.
2. The onus of checking the legitimacy is on the users of the certificate.
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This Memorandum of Understanding (MoU) is executed on this 4th day of January 2021 between the Centre for Distance and Online Education, Tezpur University, Napaam, Tezpur, Assam-782048, India, as the First Part;

And

Centre for Panchayati Raj and Rural Management, State Institute of Panchayat and Rural Development, Assam-781022, India, as the Second Part;

Tezpur University, one of the premier higher educational institutions of India, was established on January 21, 1994, as per the Tezpur University Act, 1993. The University, which is fully residential and unitary in nature, is currently offering 73 academic programmes through 22 departments and centres under the Schools of Engineering, Humanities & Social Sciences, Management, and Sciences.

The Centre for Distance and Online Education, hereinafter called CDOE, was established in the year 2011 with the aim of disseminating knowledge and imparting quality education through open and distance learning mode as per the provisions of the objects of the University given in the First Schedule in para 1 (d). The Centre with due approval of the UGC, offers some MA and Post Graduate Diploma programmes under the Schools of Engineering, Humanities & Social Sciences, Management, and Sciences. The Centre may increase the number of programmes to offer from time to time.

And

The State Institute of Rural Development was established in 1981 by the Panchayat and Rural Development Department, Government of Assam, as a wing under the Directorate of Panchayat and Rural Development, Government of Assam, for carrying out training and capacity building activities. The Institute was declared as an Autonomous and Apex Institute under Government of Assam in 1998 registered under Societies Registration Act XXI of 1860. The Institute conducts training for the elected representatives of Panchayati Raj Institutions like Gaon Panchayats, Anchalik Panchayats and Zila Parisads; functionaries of Panchayati Raj and Rural development departments.

Whereas the Centre for Panchayati Raj and Rural Management, State Institute of Panchayat and Rural Development, desires the expertise of the Centre for Distance and Online Education, Tezpur University, in order to jointly carry out the following activities which are identified as below but not limited to,

1. **Academic Programmes:** To start a six-month Diploma in Panchayati Raj and Rural Development;
2. **Organising seminars, workshops, conferences, trainings, etc.;**

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3. Conducting research studies and survey;
4. Conducting third party evaluation and consultancy services.

The responsibilities in regard with the execution of this MoU for both the parties shall be as detailed below:

Part A: Tezpur University:

- I. **Recognition of the Diploma programme:** The recognition of the proposed Diploma programme shall be accorded by Tezpur University on fulfilment of all requirements for the Diploma;
- II. **Approval of the Self Learning Materials:** Approval of the Self Learning Materials to be prepared by the faculty members of State Institute of Panchayat and Rural Development (SIPRD) shall be given as per the standard procedure of the Centre for Distance and Online Education (CDOE), Tezpur University.
- III. **Admission:** The students/learners will be admitted to the programme as per the existing procedure followed for the other programmes under Centre for Distance and Online Education, Tezpur University.
- IV. **Quality Monitoring:** Tezpur University will regularly monitor the progress of the programme. Experts will be deputed by the University during classroom interactions and examinations as felt required.
- V. **Expertise from Tezpur University:** Expertise from Tezpur University will be provided to ensure that quality course materials are prepared and evaluation process is completed on time.
- VI. **Specialized Lectures:** Lectures by domain experts from Tezpur University or elsewhere will be organised as and when required on relevant topics to ensure that all topics as per the syllabus are covered.
- VII. **Examination and Evaluation** Examination and evaluation will be conducted by the Centre for Distance and Online Education (CDOE) as per Tezpur University's norms with the help of the faculty members and staff of State Institute of Panchayat and Rural Development (SIPRD) at the campus of Centre for Panchayati Raj and Rural Management, at Kahikuchi, Guwahati.
- VIII. **Results:** The results of examinations will be declared by Tezpur University and will be made available on its website.
- IX. **Certification:** On completion of the given courses of the programme, the successful candidates will be awarded with certificates by Tezpur University.
- X. **Convocation:** The successful candidates will be able to attend the convocation ceremony of Tezpur University.

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Registrar
Tezpur University
Napaam, Tezpur

Part B: Centre for Panchayati Raj and Rural Management, State Institute of Panchayat and Rural Development:

- I. Preparation of Self Learning Materials (SLMs) and booklets.
- II. **Nomination of officials as students for the programme:** Out of the total seats, 25% (e.g. 25 out of 100) will be nominated by the Director, SIPRD, from the officials of the Department of Panchayat and Rural Development, Govt. of Assam. The candidates so nominated will have to follow the admission procedures of Tezpur University to get themselves enrolled.
- III. Organizing 15 days, or more as required, of contact sessions for the programme at Centre for Panchayat Raj and Rural Development, State Institute of Panchayat and Rural Development (SIPRD), Kahikuchi, Guwahati.
- IV. Coordinating the field assignments of the students with different Panchayati Raj Institutions as per convenience of the students.
- V. Organizing presentation sessions for the students for Assignments and Dissertations.
- VI. Extending all required supports to Centre for Distance and Online Education, (CDOE), Tezpur University, in conducting examinations of the programme including the Mid-Term, End-Term, Viva Voce examinations, etc.
- VII. Checking and evaluating the answer scripts after examinations in consultation with the Centre for Distance and Online Education, (CDOE), Tezpur University.

Financial Terms and Conditions:

Part A: General Financial Terms and Conditions:

- I. The admission process for the programme will be as per the norms and formalities of the Centre for Distance and Online Education, (CDOE), Tezpur University.
- II. All fees shall be deposited with the bank account of CDOE, Tezpur University, as per University rules.
- III. The fees for students will be fixed by the Centre for Distance and Online Education, (CDOE), Tezpur University, considering the actual costs to be incurred for the programme.
- IV. The actual expenses on activities such as Contact Sessions, examinations, evaluation, etc. held at the State Institute of Panchayat and Rural Development (SIPRD) shall be reimbursed to the Institute from the students' fees collected for the programme.
- V. The faculty members and staff of State Institute of Panchayat and Rural Development (SIPRD) will be paid directly by the Centre for Distance and Online Education, (CDOE), Tezpur University, for the assignments given to them as per CDOE's norms.
- VI. Honoraria to experts involved or engaged by the Centre for Distance and Online Education, (CDOE), Tezpur University, for the programme shall be paid by CDOE from the fees collected for the programme.

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Registrar
Tezpur University
Napaam, Tezpur

- VII. The State Institute of Panchayat and Rural Development will provide hostel facilities to the students during Contact Sessions and Examinations only on receipt of payments for lodging and food as per the Institute's rules. These payments are to be made in addition to the fees for the programme.

Part B: Fee Structure for Diploma in Panchayati Raj and Rural Development

I. Total Intake: 100 Students

II. Duration of the Programme: 6 months

Sl No	Head	Amount (in Rs.)
1	Admission	1000/-
2	SLM printing	1500/-
3	ID Card	200/-
4	Transcript	300/-
5	Provisional Certificate	300/-
6	Library	500/-
7	Counselling	2000/-
8	Project/Practical	500/-
9	Infrastructure Usage Charges	500/-
10	Programme delivery Overhead	2500/-
11	Development Fund	1200/-
12	Examination and Evaluation	1500/-
Total		Rs. 12000/-

Both Centre for Distance and Online Education, Tezpur University, and Centre for Panchayati Raj and Rural Management, State Institute of Panchayat and Rural Development, agree that any information which is exchanged pursuant to this Memorandum of Understanding will be kept strictly confidential and used solely for the purposes covered by this Memorandum of Understanding.

Subject to the clauses below, both the institutions may amend this Memorandum of Understanding by mutual consent in writing. Any amendment agreed by the institutions shall come into effect from the date determined by the signing authorities on potential areas. Thereafter, the institutions, that is, Centre for Distance and Online Education, Tezpur University, and Centre for Panchayati Raj and Rural Management, State Institute of Panchayat and Rural

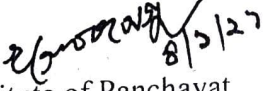
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Tezpur University
Napaam, Tezpur

Development, shall agree on mutual consent on the confirmation of this Memorandum of Understanding.

- I. For any other circumstance, or other detailed collaboration between the two parties, a separate MoA shall be drawn up as and when required.
- II. The Centre for Distance and Online Education, Tezpur University, and Centre for Panchayati Raj and Rural Management, State Institute of Panchayat and Rural Development, agree that this Memorandum of Understanding shall enter into force on the basis of goodwill and shall be deemed to constitute partnership between the signing institutes.
- III. This Memorandum of Understanding (MoU) will be effective upon signature by the Head of both the Institutions for a period of three years. The MoU will be reviewed for possible renewal for a further three-year period after the initial period of three years. Either party may, by three (03) months notice in writing, terminate the MoU in advance of its normal expiration.

Signed in duplicate, in English language at Tezpur University on this 4th day of January 2021.

For  8/1/21
State Institute of Panchayat
and Rural Development, Guwahati


Director, SIPRD

Witness 1:

Name:

Designation:

Affiliation:


 24/01/2021
Pabitra Kalita
Jt. Director
SIPRD, ASSAM

Witness 2:

Name:

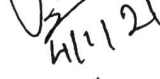
Designation:

Affiliation:

 4/01/2021
(ANUPAM DUTTA)
i/c. SIPRD KAHIKUCHI
CAMPUS

For

Tezpur University, Tezpur


 4/1/21
Registrar
Tezpur University
Napaam, Tezpur
Registrar, Tezpur University

Witness 1:

Name:

Designation:

Affiliation:



Dr. Rajeev K. Doley
Director, CEDOE
Tezpur University

Witness 2

Name:

Designation:

Affiliation:

 04/01/21
Prof. Prasanta Kumar Das
Dean, School of HSS
Tezpur University