

Memorandum of Understanding (MoU)
between
Rozan and 'Hujra Village Support Organization' for the
support in women police recruitment drive in Swat

1. Parties:

This memorandum of understanding (hereinafter referred as (MoU) is made and entered into by and between Rozan, Islamabad and Hujra Village Support Organization (hereinafter referred as Hujra).

2. Project Background

Rozan is implementing a project titled "Police Recruitment and Training Program for Female Aspirants" in the province of Punjab and Khyber Pakhtunkhwa (KP). The project focuses on increasing the recruitment of women in the Punjab and KP police at constable and Assistant Sub-Inspector (ASI) level. To support the police for increasing number of women recruits, recruitment related promotional material will be developed and disseminated in respective districts as well as on social media. To get maximum number of potential candidates, women colleges and universities will be focused on where motivational activities will be done to encourage women to join the police. Subsequently, women interested to join the police will be trained on attempting the tests by experts having experience in police trainings. Afterward, the selected groups of women will be trained on physical tests and on giving interviews.

3. Introduction of Rozan

Rozan is an Islamabad based, non-government organization formed in 1998 working on issues of violence against women, children and youth, gender and emotional health. Rozan has been working with the police since 1999 in partnership with the National Police Academy (NPA) and provincial police training wings. Rozan has developed training curricula in collaboration with the NPA for different cadres of police and has directly trained 5,000 approx. and over 70,000 police officers indirectly. Rozan is also one of the founding members and national secretariat of the Pakistan Forum for Democratic Policing (PFDP). Established in 2011, PFDP is a nationwide network of civil society organizations and individuals working to make the democratic police reforms a priority public policy agenda. The PFDP members have been involved in activities to bridge the between community and police across the country.

4. Introduction of Hujra Village Support Organization

Hujra is a not-for-profit organization with no political and ethnic affiliations. The organization is led by eminent development and humanitarian practitioners, dedicated to the social and economic well-being of individuals and communities. Hujra designs and implements various developmental and humanitarian projects. Hujra is distinguished by its professional commitment to ensure sustenance of marginalized and vulnerable segments of society for poverty alleviation and social justice. Hujra is also member of the PFDP-national and KP chapters.

5. Obligations of Rozan

- To provide information of any upcoming women police recruitment drive/s in province of KP and number of trainings to be conducted in consultation with the donor
- To provide HUIRA stipend for each district field officer/social mobilizer engaged during the recruitment drive
- To provide women police recruitment related developed content to the PFDP members for further dissemination at different levels like in academic institutes, media persons, civil society
- To provide HUIRA financial support for drive related coordination and communication as mentioned in financial implications part
- To assign a focal person for coordination with HUIRA and other related matters

6. Obligations of HUIRA Village Support Organization

- To coordinate with local stakeholders like police, academia, media, communities, etc.
- To engage two district field officer/social mobilizers for each training as per the ToRs
- To maintain HR record of engaged district field officers/social mobilizers that include educational documents, experience certificates, agreements, and attendance
- To support Rozan in conducting trainings of women aspirants in local academic institutes
- To facilitate project staff in coordination and communication with local stakeholders
- To disseminate recruitment drive related content
- To support Rozan in identifying potential district field officers/social mobilizers whenever the drive is announced
- To directly supervise and monitor district field officers/social mobilizers
- To organize recruitment drive related outreach events like meetings, press conferences, seminars, etc.
- To assign a focal person for coordination and other related matters

7. MoU Timeframe

The MoU would be valid from 15 / 10 / 2021 till the end of project i.e. 31 / 12 / 2021

The MoU can be terminated by the either party before the given time with a one-month prior written notice.

8. Financial Implication

- Rozan will pay Rs. 10,000/ per training to HUIRA for coordination with academia, police, media, communities, and other stake holders
- The payment will be made after completion of recruitment drive and through cross cheque
- Rozan will provide HUIRA a stipend of Rs. 1,080/per day for to each district field officer/social mobilizer
- Rozan will pay HUIRA an advance for five trainings, in case of any changes in number of trainings, additional amount will be disbursed and any unspent amount will be returned to Rozan

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9. Coordination

Under the MoU, following would be the focal persons from HUIRA and Rozan to coordinate between the two organizations:

HUIRA: Shahzad Ahmad, Administration Officer, HUIRA,
Cell No. 0334-9348131, Tel No: 0946-726799,
Email: shahzad.finance@hujra.org

Rozan: Muhammad Ali, Senior Program Officer,
Rabta-Police Trainings & Reforms Program, Rozan
Cell No. 0334-9080461, Tel No: 051-2721900
Email: spo.rabta@rozan.org

10. Standards of Conduct

Rozan and HUIRA shall conduct themselves at all times with the fullest regards for the purposes and principles of each other, and in a manner befitting the mutual relationship and the MoU.

11. Miscellaneous

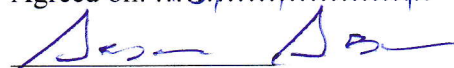
No party will/shall be made liable for any damage, loss, illness, injuries or death, which may occur to, or cause during the course of any activity under the MoU. Both the organizations shall not be deemed to be agents or representatives of each other, nor have authority to bind each other in any way by their actions or deeds.

Amendments to this MoU

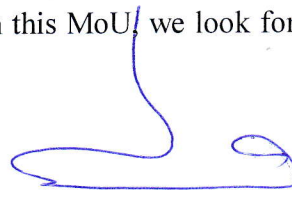
All amendments (for example, extensions of time, obligations of each organization, compensation and change to scope of work) shall be valid when agreed to in writing by the Managing Director of Rozan and Executive Director of HUIRA.

We, the undersigned, have read and agreed with this MoU, we look forward to implementing the agreed activities.

Agreed on: 15/10/2021



Babar Bashir
Managing Director
Rozan, Adjacent to Bahria Enclave,
Pind Bhawal Road, Islamabad
md@rozan.org&rabta@rozan.org
Tel: +92-51-2721900-2
Mobile: +92-300-6846828
Fax: +92-51-2721907



Saleem Ahmed
Executive Director
HUIRA Village Support Organization
Allah-o-Akbar Colony, Saidu Sharif, Swat, KP
saleem.ed@hujra.org
Tel: +92-946-726799
Mobile: +92-333-9472172
Fax: +92-946-729016