Memorandum of Understanding (MoU)

Between
LRF and Rozan for the
Placement of Project Officer (PO)/ National Volunteer/s (NVs)
Under the Project: Expanding Democratic Policing to Prevent GBV by Linking the Forum with Communities and Institutions

1. Project Background

Rozan in collaboration with Voluntary Services Overseas (VSO) is implementing a project titled ‘Expanding Democratic Policing to Prevent GBV by Linking the Forum with Communities and Institutions’ in Sindh, Islamabad and Punjab. This is an advocacy based project aimed at police reforms through engaging key stakeholders including; civil society organizations (CSOs), Police, legislature and other stakeholders including; women groups, media, academia, minorities, lawyers, trans-genders etc. The project would be strengthening national and Sindh chapters of the Pakistan Forum on Democratic Policing (PFDP) and establishing the PFDP’s Punjab chapter for strengthening the voice of the PFDP for police reforms.

2. About Project Officer (PO)/National Volunteer/s (NVs)

Rozan along with project partner Voluntary Service Overseas (VSO) is supposed to hire a Project Officer (PO)/ National Volunteer and a Media and Coordination Officer/ National Volunteer for the PFDP Sindh chapter and will be based in Karachi to facilitate and implement Sindh based project activities.

The PO is a position that would be reporting to Rozan, Islamabad but would also be working in close collaboration with LRF, provincial secretariat of the PFDP-Sindh Chapter, the forum members and different stakeholders. The PFDP Sindh Chapter elected LRF as secretariat of the PFDP Sindh chapter in May 2018 based on the experience in phase-I, interest shown by LRF, their experience of working with police/police reforms as an active member of the PFDP and the mutual consensus on the ToRs by the PFDP members, it was decided that National Volunteers would be placed at LRF, secretariat of the PFDP Sindh chapter.

3. Obligations of Rozan

- To supervise the NVs
- To pay the salary of NVs
- To provide the NVs with a laptop and printer
• To pay for the project related logistics costs to the NVs
• To evaluate the performance of NVs
• To work with the NVs in order to make him/her follow the office decorum of LRF

4. Obligations of LRF

• To ensure record of NVs’ attendance in office (electronically or manually)
• To provide the NVs with a place within LRF’s office premises to carry out project activities
• To provide the NVs proper seating arrangements like a table and chair
• To provide the NVs with linkages and networks to promote the agenda of police reforms
• To contact and discuss with Rozan in case any issue/conflict arises among NVs and LRF
• To ensure a conducive working environment at the office
• To orient the NVs on policy regarding the office decorum

5. Introduction of Rozan

Rozan is an Islamabad based, non-government organization formed in 1999 working on issues of violence against women, children and youth, gender and emotional health. We have been working with the police for the last 17 years 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. We have directly trained 4,000 approx. and over 70,000 police officers indirectly. Rozan is implementing phase-II of the project “Expanding Democratic Policing to Prevent GBV by Linking the Forum with Communities and Institutions” from the platform of the Pakistan Forum on Democratic Policing (PFDP), a civil society network for promoting the agenda of democratic police reforms in Pakistan. Rozan is secretariat of the PFDP national chapter and also among its founding members.

6. Introduction of LRF

The Legal Rights Forum is a not-for-profit Forum, to strives for a progressive and inclusive society by strengthening the Rule of Law; Improving Access to Justice and Access to Health; Protecting Human Rights for all focusing Women, Children, Person with Disabilities, Minorities and Transgender Rights; Reforms in Criminal Justice System, Jails, Police, Labour Laws and Women Land Issues; Promoting Democracy, Democratic Institutions, Good Governance, Alternate Dispute Resolution, Public Interest Litigation, Environmental Rights, Labor Rights, Child Rights, Youth Empowerment and Education for All.

LRF is began in 2007 and registered under Society Registration Act 1860 in Sindh, Pakistan. LRF has closely working with Law Justice & Commission of Pakistan, Federal Ministry of Law and Human Rights Sindh Region, Sindh High Courts, District Courts, Bar Councils, District Bar Associations, Law University and Law Colleges, Judicial Academies, National and Provincial Human Rights Commissions, National Commission Status for Women, Law Departments, Prosecution Department, Police Department, Parole & Probation Department, Women Development Departments, Social Welfare Departments, Labour Departments, Landless Peasants Program, Education Department and Reform Support Units.
LRF is working towards highlighting anomalies in the prevailing discriminatory legislative framework.

7. **MoU Timeframe**

Initially the MoU would be valid till 30th April 2019.

The MoU can be terminated before the given time with mutual consensus of Rozan and LRF.

8. **Financial Implication**

**Financial Implications:**
- The national secretariat, Rozan, will pay Rs 15,000/ per month to the Sindh secretariat for placing the NVs.
- The national secretariat will also pay Rs 15,000/ per month to the Sindh secretariat for running cost that may cover travel cost of the Sindh secretariat’s focal person and NVs for the forum related meetings, press conferences, protests/rallies, seminars etc.

9. **Coordination**

Under the MoU following would be the focal persons from LRF and Rozan to coordinate between the two organizations.

**LRF:** Manzoor Ahmed, Cell No. 0332-2968016, Tell No. +92-21-35388695, Email: manzoor@lrfpk.org

**Rozan:** Muhammad Ali, Project Lead, Rabta-Police Program, 051-2721900, Email: rabta@rozan.org and info@thepfdp.org

10. **Standards of Conduct**

Rozan and LRF 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.
12. 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 Mr. Malik Tahir Iqbal Executive Director of LRF.

IN WITNESS WHEREOF, the parties hereto have executed this MoU.

Agreed on: ..............................

Malik Tahir Iqbal
Executive Director
Legal Rights Forum
31-C, Mezzanine Floor
Line-1, Old Sunset Boulevard
Phase-II, DHA Karachi
Tell No: +92-21-35388695
Website: info@lrfpk.org
Fax: +92-21-35310309

Babar Bashir
Managing Director
Rozan, Adjacent to Bahria Enclave,
Pind Bhawal Road, Islamabad, Pakistan
md@rozan.org & rabta@rozan.org
Tel: +92(51)289 0505-07
Mobile: 0300-6846828
Fax: +92(51)289 0508