

MEMORANDUM OF UNDERSTANDING BETWEEN NATIONAL BUREAU OF ICAR - FISH GENETIC RESOURCES (NBFGR), AN INSTITUTE UNDER INDIAN COUNCIL OF AGRICULTURAL RESEARCH (ICAR); AQUACULTURE & BIODIVERSITY CENTER OF THE GAUHATI UNIVERSITY, GUWAHATI AND THE DISTRICT ADMINISTRATION, BONGAIGAON, ASSAM IN RESPECT OF THE "PROJECT SAMRIDHI: Inclusive community empowerment through Co-management of Aquaculture Led Interventions," Implemented under SCSP Scheme in Bongaigaon District, Assam.

ICAR - NATIONAL BUREAU OF FISH GENETIC RESOURCES (Lead Institute) and **AQUACULTURE & BIODIVERSITY CENTER OF THE GAUHATI UNIVERSITY, GUWAHATI (Joint Project Implementing Agencies)** AND **THE DISTRICT ADMINISTRATION, BONGAIGAON, ASSAM (Field Partner)** agree to cooperate in carrying out all development and other activities approved under the "**Project SAMRIDHI: Inclusive community empowerment through Co-management of Aquaculture Led Interventions**" implemented in Bongaigaon District, Assam under **SCSP Scheme** of the ICAR - NBFGR plan budget, sanctioned by ICAR, New Delhi and communicated from time to time. The Collaborators have already discussed the possibilities and planning of development work. The program can start from 1 October 2020 till 31 March 2021 and will pass to the SFC five Year Plan 2021 -2026. The broad responsibilities for the lead institute and implementing organizations are given (Annexure II; Work plan)

The program will follow the guidelines of issued by Government of India through competent authority (copy Annexure I) or any other issued from time to time. In order to achieve the objectives (Annexure II Work Plan) set forth in the Project within the stipulated time limit of the specific Project, it is agreed that:

ICAR- National Bureau of Fish Genetic Resources, Lucknow would provide:

The fund for recurring and non-recurring contingencies to the extent provided for the accepted activity, subject to any further approval if necessary of the competent authority.

The Implementing Institutions would:

- a) Implement the program as per the guidelines prescribed by the Government of India / ICAR under SCSP Scheme from time to time.
- b) provide farm/laboratory/training and other facilities required for the project.
- c) use the staff, if any, exclusively for the project work.
- d) use the funds provided under the project exclusively for the project work.
- e) maintain records and accounts adequate to reflect the operations, resources and


- f) expenditure in respect of the project in accordance with sound accounting practices.
- f) render accounts to the Lead Institution (ICAR-NBFGR Lucknow) as per the prescribed format (SOE & UC) within specified time limit.
- g) furnish regularly and in time reports as per the reporting schedule prescribed.
- h) keep the project funds in a separate bank account with separate cash book to be operated as per the existing instructions of the ICAR/Govt. of India.
- i) send audited statements of expenditure as per the prescribed practice.

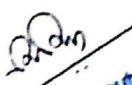
The ICAR-NBFGR and the implementing institutions/ Agencies further agree to the following:


- a) The staff provided under the project would be utilized exclusively for the project work.
- b) ICAR/NBFGR shall not be responsible for absorption of any staff deployed for the project work after completion/termination of the project/scheme.
- c) Any change of Collaborating Center/Agency –Core Group Convener or research programmers or officer-in-charge of the project activities other than research shall be considered in exceptional cases where there is sufficient justification acceptable to the ICAR/ NBFGR Lucknow.
- d) Procurement guidelines of the SCSP Scheme/ ICAR/Govt. of India would be applicable to the project and need be followed.
- e) Implementing agencies will ensure that the infrastructure facilities built up and activities carried out under this Project would be utilized for training and livelihood generation/enhancement of **beneficiaries from scheduled castes**, as per the guidelines of the SCSP scheme, Govt. of India.
- f) Proper records of all the beneficiaries getting benefits under this facility should be collected along with their identity (Aadhar/Voter card/any other Government issued Photo card with residence address) and periodically (quarterly) submitted to the lead Institute for reporting to central govt. agencies through ICAR, as required under this scheme
- g) The staff engaged in project activities shall attend all review meetings and workshops and present their reports/data for discussion.
- h) Implementing agencies will allow monitoring of the progress of individual project activities by ICAR/NBFGR Lucknow or any other nominated agency and provide all assistance including information required.
- i) The audited annual statements of expenditure shall be submitted within one month of close of the financial year to the Lead Center.
- j) Financial Reporting and its management would be as per the existing guidelines/instructions of SCSP Scheme/ ICAR/ Govt. of India.
- k) The experimental material built up shall be available for research in the project center and also for free supply to the other center's working on similar problems in

the country. However, produce in excess of the research requirements may be disposed of by the Institution in the manner it deems fit and the proceeds may be credited to the project account.

A copy of the Schedule of Terms and Condition governing the grant is attached. This Memorandum of Understanding shall become effective from -----and shall continue till the date of termination of the project activities.

(Signature) 
Gauhati University, Guwahati,
Assam
Implementing Agency
গুৱাহাটী বিশ্ববিদ্যালয়, গুৱাহাটী-১৪
Registrar
Dated Gauhati University, Guwahati-14

(Signature) 
Deputy Commissioner
Bongaigaon
District Administration,
Bongaigaon, Assam
Field Partner
Dated 29.09.2020.

(Signature) 
ICAR - NBFGR,
Lucknow
Lead Implementation
Agency
Dated 29.9.2020
Ruldeep K. Lal
Director
ICAR-National Bureau of Fish Genetic Resources
Canal Ring Road, Telibagh, P. O. Dilkhusha
Lucknow-226 002, U. P., India

Schedule of Terms and Conditions Governing the Grants under the "Project SAMRIDHI: Inclusive community empowerment through Co-management of Aquaculture Led Interventions," Implemented under SCSP Scheme in Bongaigaon District, Assam.

1. The Grants under the Project would be utilized exclusively for the approved Project activity. The project fund would be kept in a separate bank account with a separate cashbook and operated as per the instructions of the Government of India/ICAR.
2. The sanction accorded for the funding of the scheme shall stand withdrawn if the scheme is not put in operation as per the timelines in the workplan which will be decided based on discussion between implementing agencies and field partner from time to time.
3. Financial assistance rendered in this project should be acknowledged in any published account of the project work.
4. The Statement of Expenditure and financial reports of the project would be audited by the Principal Director, of Audit, Scientific Departments, Accountant General of the State concerned or the Examiner of Local fund Accounts or Statutory Auditor of the grantee institution.
5. Pre-audit and internal audit of the project accounts would be conducted by the Audit and Accounts Wing, Wherever they exist in the ICAR institutes and State Agricultural Universities. Where full-fledged Audit and Accounts Wing is not available the audit of financial Statements could be done by the approved Chartered



Accountants drawn from a panel of Chartered Accountants empanelled in consultation with the Comptroller and Auditor General of India. Such Auditors would furnish to the Lead Center ICAR-NBFGR Unit before the end of June of each year (i.e within three months of closure of the financial year), a certificate to the effect that the accounts have been audited and the grant has been spent for the purpose for which it was meant. Non-receipt of the audited statement of accounts within the prescribed time limit would entail stoppage of further releases under the project. The receipt of audited statement of accounts would itself act as trigger mechanism for further release of funds.

6. The last installment of grant shall be paid on receipt of final audit certificate and which should also include all the liabilities of the last year incurred before but defrayed after close of the scheme.
7. The stores of nominal value (contingencies) purchased out of the project grants would be deemed to have been utilized appropriately when the scheme has run the full period of sanction and could be further used in the mandated activities of the implementing institution.
8. The equipment /stores of capital nature required for the execution of the Project shall be acquired with the funds specifically provided under the project for this purpose. Such capital items shall remain the property of the Council/Govt. of India and on completion of the project, ICAR may at its discretion authorize such utilization or disposal or direct the utilization of such equipment for such purpose as it deems fit. The grantee institutions shall refund the full amount of the cost of such items of stores if the scheme is abandoned on its own during the period of the sanction or if the scheme has not been started after the purchase of the store/equipment.
9. Except for the stores/equipment specifically approved under the project and provided in the project no other expenditure shall be met on non- recurring contingencies.
10. The stores and equipment purchased out of project funds shall be entered in separate stock registers of the Grantee Institutions, and invariably presented to the auditors (internal and external) for check and endorsement every year. Failure to maintain these stock registers will entail withdrawal of project funding, besides further action being initiated by the NBFGR/ICAR. The Core Group Convener, Officer in-Charge of the project activity and the concerned Store Officers would be personally held responsible for compliance with the above requirements by the stores wing.
11. Expenditure over and above sanctioned amounts against one or more heads of expenditure such as pay and contingencies capital cost etc. shall be met by re appropriation of savings under any other head(s) except the head pay and allowance, provided the total expenditure incurred during financial year does not exceed the overall sanction for that year.
12. Proceeds of any revenue generated during the implementation of the project should be credited to the appropriate account as decided by the project implementation

committee.

13. The project grant shall be refunded by the implementing institution if the scheme is discontinued midway or if the detailed technical programme laid down and approved by ICAR is not adhered to,
14. For implementation/operation of the scheme, the grantee institution shall make available, the requisite area, laboratory accommodation, equipment, apparatus, supporting staff and such other building facilities as may be necessary if they are not specifically provided in the project. The officer responsible for implementation of the scheme shall ensure that the above facilities are available before commencement of the scheme.
15. Any contractual help engaged in the project would be co-terminus with the project. They would have no claim for regular employment in the ICAR or in the institutions where engaged after termination of the project. Specific conditions regarding this would have to be incorporated in the terms and conditions of any contract entered into in respect of the project.
16. The grantee institution shall consult the ICAR before making any change in the arrangement for supervision of the scheme or in the approved technical programme or in the personnel employed in the scheme.
17. The ICAR will have the right to publish the results of the investigations in their own publications/ reports before these are published elsewhere. Permission may, however, be accorded by the ICAR in special cases for publication elsewhere, provided NBFGR/ICAR/DARE is duly acknowledged in such publications. Publication may be joint or independent as may be agreed upon between the workers and the Core Group Convener of the grantee institution.
18. Exchange of research materials (plant, animal microbe soil samples etc.) with agencies, institutions and individuals outside India, either for experimental, or commercial purposes, shall be channeled solely through ICAR.
19. The grantee institutions should provide every assistance to the Core Group Convener and other members of the core team /Co-Cooperating Center Investigators/ Officer in-Charge of project activity to enable them to discharge their functions fully and freely. These shall include permission to the participating scientific or technical staff to attend workshop meetings and to visit various experimental stations in the country.