

## Memorandum of Understanding (MoU)

Between

### KHYBER PAKHTUNKHWA INFORMATION COMMISSION AND INSTITUTE OF MANAGEMENT SCIENCES

This Memorandum of Understanding is made on this day of April 09, 2021, by and between the Khyber Pakhtunkhwa Information Commission, near Abdara BRT Station, behind Jabar flats, Arbab Colony, University Road, Peshawar (herein after called KPIC or Commission which term shall include its successor and assigns).

And

Institute of Management Sciences, 1-A, Sector E-5, Phase-VII, Hayatabad Peshawar, the implementing partner of the GIZ funded project titled "*Claim Your Rights! Campaign – RTI and RTS (Women) Champions Program*" (herein after called IMSciences which term shall include its successor and assigns)

#### BACKGROUND

The Khyber Pakhtunkhwa (KP) Right to Information Commission was established through the Khyber Pakhtunkhwa Right to Information Act 2013. The Act was passed by the provincial legislature with the objective to ensure the access of citizens to information in government departments and thus create a transparent and corruption free environment conducive for the growth of democracy, i.e. Government of the people, by the people and for the people.

Since its inception, the KPIC has been functioning in line with its objectives and mandate. However, awareness of the public or local population of Khyber Pakhtunkhwa regarding their rights to information, the roles and responsibilities of public bodies/institutions regarding provision of such information and the supporting role of the Commission to facilitate the public in this regard has remained limited. The situation is further aggravated when seen from the dimension of women or female citizens of the province who seldom access public bodies directly for redressal of their concerns, issues or complaints and remain unaware of the role of the KPIC in this regard. Consequently, there is a need for emancipating the citizens of Khyber Pakhtunkhwa, including women, regarding RTI through awareness and advocacy. This in turn can help engage the people of the province, especially women, more proactively with regards to exercising their rights to information and public services and hold the public bodies or institutions accountable for their services towards the public.

#### OBJECTIVES OF THE PROJECT

- To raise awareness on citizens' right to information and right to public services
- To raise awareness about the role and mandate of the KPRTS and KPIC and the possibility for citizens to file complaints

- Educate citizens on relevant processes and procedures and the preconditions under which it is appropriate to file a complaint (i.e. support them in making better use of their rights and reduce expectations to a realistic level)
- To link awareness measures with behavior change/action to effectively improve citizens' access to public services and information

Therefore, in line with the above-mentioned objectives, KPIC and IMSciences are agreeing to cooperate in terms of the following key areas;

- The project activities will be implemented in Four Priority Districts in line with the technical approach and methodology. These districts are;
  1. Nowshera
  2. Abbottabad
  3. Kohat
  4. Swat
- One Focal Person from the Commission will serve as the key point of contact. The following will be the Focal Person for the project;
  1. Commissioner-II, KPIC
- A Project Implementation Committee will be formulated in order to provide strategic oversight to the project through a consultative process and in accordance with the timelines. Relevant TORs of the Committee will be developed by IMSciences separately and shared with the Commission. These TORs will be finalized after consensus amongst all stakeholders. The Team Leader IMSciences will be the Chair of the Committee and it will meet periodically (at least once in two months) and on a need basis. The following will be the members of the Project Implementation Committee;
  1. Team Leader IMSciences / Chair
  2. Commissioner-II, KPIC
  3. Secretary to the Commission, KPRTS Commission
  4. Advisor Right to Information & Public Dialogue, GIZ LoGo-II
  5. Advisor Right to Public Services, GIZ LoGo-II
  6. Project Coordinator, IMSciences
  7. Technical Expert IMSciences / Secretary
- KPIC will share available documents at the onset and during the course of the project as well as baseline data with IMSciences so that a thorough understanding of the purpose, scope of work, the system and the processes in place at the Commission can be developed. The baseline data will also provide the basis for assessing impact of the project.
- A total of up to 20 Advocacy Champions and 2 Project Associates will be engaged by IMSciences for implementing project activities (particularly 60 seminars in the four priority districts). One Project Intern/Associate will be based at the Commission. KPIC and IMSciences will work together for hiring the Champions and Associates and



placement of one Associate at the Commission during the course of the project in accordance with the timelines. Relevant TORs/JDs for the Champions and interns/Project Associate will be developed by IMSciences after mutual consultation with the Commission for their endorsement.

- IMSciences will develop the training materials and conduct the training of Advocacy Champions regarding the seminar sessions. Prior to finalizing the training materials, KPIC will review their contents and provide input, if any, for improvement.
- IMSciences will develop and execute the 'RTI/RTS Public Engagement Plan through 60 Awareness and Advocacy Seminars' in the four Priority Districts. KPIC will support in this regard by involving any district-level functionaries, forums or individuals that are within the ambit of the Commission and may be helpful in organizing the seminar sessions and achieving their objectives.
- KPIC will provide access to IMSciences in terms of its digital platforms (particularly social media, if any) in order to enable IMSciences to develop and implement the 'Digital Communication Outreach Plan'.
- IMSciences will develop the message content and message design for the print media and broadcast media in line with the 'Print Media Strategy' and 'Broadcast Media Strategy'. KPIC will provide feedback, if any, on this content and design for further improvement.
- IMSciences will ensure that all branding elements (name, logo, slogan etc.) of the Commission are used in a consistent manner on all awareness and advocacy message content (seminars, digital, print, broadcast) in order to strengthen message credibility and build brand equity of the Commission amongst the target audience and other stakeholders.

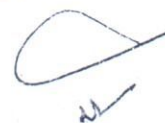
Whereas to fulfil the above mentioned objectives of the project and ensure cooperation on the key areas, IMSciences will require the support and facilitation from KPIC as the key stakeholder, the outcomes of this project will be of paramount importance and value to the Commission.

And whereas IMSciences shall keep all the facilitation and information shared by KPIC strictly confidential and will use it only for the purposes and activities of the project, and for preparing various reports including Final Report only.

**Now therefore** KPIC agrees to extend full support to IMSciences Peshawar in facilitation and information sharing for the purpose of '*Claim Your Rights! Campaign – RTI and RTS (Women) Champions Program*'

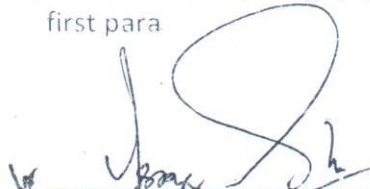
**Other Terms and Conditions:**


1. This MOU may be amended with the mutual agreement of both parties in writing
2. This MOU will be in effect from April 09, 2021 to November 30, 2022.




3. The MOU may be extended beyond the above mentioned date with the mutual written agreement of both the parties.

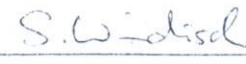
In witness whereof, the parties have executed this MOU as of the day and year written in the first para

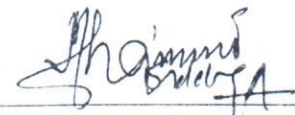
  
Dr. Muhammad Mohsin Khan  
Director  
IMSciences, Peshawar

  
Mr. Sajid Khan Jadoon  
Chief Commissioner,  
Khyber Pakhtunkhwa  
Information Commission,  
Peshawar

Witnesses

  
Dr. Muhammad Nouman  
Associate Professor/  
Technical Expert  
IMSciences, Peshawar

  
for Mr. Mohammad Atif,  
Team Leader, Citizen  
Engagement in Public Service  
Delivery (LoGo-II), GIZ

  
Mr. Muhammad Siddique  
Secretary, KPIC

Date: April 09, 2021