

Memorandum of Understanding

This Memorandum of Understanding ("MoU") made at Agartala on 21st day of March 2018 by and between:

(i) **DIRECTOR OF ELEMENTARY EDUCATION, EDUCATION (SCHOOL) DEPARTMENT, GOVERNMENT OF TRIPURA**

AND

(ii) **DIRECTOR OF SOCIAL AUDIT UNIT, TRIPURA, FINANCE DEPARTMENT, GOVERNMENT OF TRIPURA**

WHEREAS

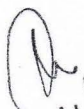
The Director of Elementary Education, Education (School) Department, and Government of Tripura has agreed to engage Social Audit Unit, Tripura under Finance Department, Government of Tripura, for the Social Audit of Mid Day Meal Scheme in 115 school units (10% of Total School Units) at Dhalai District and in 93 school units (10% of Total School Units) at West Tripura District.


AND WHEREAS

The Director, Social Audit Unit, Tripura under Finance Department, Government of Tripura, has agreed to conduct Social Audit of Mid Day Meal Scheme in 115 school units (10% of Total School Units) at Dhalai District and in 93 school units (10% of Total School Units) at West Tripura District as per Terms of Reference and contents of the MoU.

I. BACKGROUND

1. Social Audit Unit, Tripura (hereinafter referred to as "SAU-Tripura") was established as per the prescribed rules of the Ministry of Rural Development Department, Government of India and which is notified with the approval of the Council of Ministers, Government of Tripura, vide No.F.3(1)-RD/2015/Part-III/730, dated 23rd March, 2016 for conducting Social Audits in the State. The Unit has been empowered to conduct social audit under MGNREGA, and all other RD Programmes and other Schemes by the other Departments as would be notified by the Government in the State of Tripura with subsequent orders and with executive instructions from the Government.


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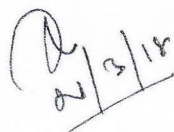
2. Director of Elementary Education, Education (School) Department, (hereinafter referred to as "DEE"); Government of Tripura is the Nodal Department for the implementation of the Mid Day Meal Scheme in Tripura.
3. In the meeting of State Level Steering –Cum-Monitoring Committee of MDM Programme held on 26/08/2016, the responsibility of conducting social audit of MDM Scheme has been vested with Social Audit Unit (SAU), Tripura through Directorate of Audit under Finance Department, Government of Tripura as per letter communicated by the Director of Elementary Education vide No. F. 8(10-233)-DEE/MDM/2015 dated 04/07/2017.
4. In this MoU, Director, SAU-Tripura and Director of Elementary Education "DEE" are referred to collectively as parties ("Parties") and individually as the Party ("Party")

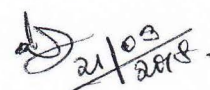
II. PURPOSE

The purpose of this Memorandum of Understanding (MoU) between SAU-Tripura and DEE is to undertake Social Audit of Mid Day Meal Scheme (hereinafter referred to as "SA of MDM scheme") by SAU-Tripura in 115 school units (10% of Total School Units) at Dhalai District and in 93 school units (10% of Total School Units) at West Tripura District.

III. OBJECTIVES

1. The Parties acknowledge that through the SA process, the following issues related to MDM scheme shall be assessed- Social issues, status of School Management Committee, community involvement in the implementation of the scheme, nutrition status, budget allocation and utilization, benefits delivered to the beneficiaries and systemic issues related to programme implementation, impact of MDMS amongst the school children and the community (hereinafter referred collectively to as "Components")
2. The Parties recognize that Community, particularly parents who are part of School Management Committee Members (hereinafter referred to as "parent SMC members") should play a significant role during the SA process in assessing the Components related to the SA of MDM Scheme.


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IV. ROLES & RESPONSIBILITIES

The Parties agree that all activities governed by this MoU are to be set out in mutually agreed timeline prepared by SA Team.

SAU-Tripura:

- a. Shall facilitate the conduct of social audit through recruited and identified District, Block and Village Resource Persons i.e. DRPs, BRPs and VRPs.
- b. The DRPs, BRPs & VRPs will be trained in consultation with the Officials from the office of the Accountant General, Tripura, Education (School) Department and SIPARD to understand the implementation of the scheme, roles and responsibilities of the various agencies involved in implementation and will be oriented to understand orders, memos and Executive instructions related to the implementation of the scheme issued by both the Central and State Government from time to time.
- c. Shall access all the relevant official records in the school/ inspectorate/ District Education Officer level and will do the verification as mentioned in the guidelines.
- d. Shall conduct physical verifications of the MDM kitchen cum store, Dining hall, preparations and serving of the meals, source of water for drinking/ cooking/washing the utensils, food grains, pulses, vegetables etc. used for preparations of the MDM.
- e. Shall conduct focused group discussions with parents, children during door to door visit in the community who attend the school being audited.
- f. Shall conduct school level meetings with the teachers, parents, cook-cum-helpers and the implementing agency (like PDS agent, supplier of food grains, PHC, ANM, doctors, etc). The views of the students & parents should also be sought and recorded regarding various aspects of MDMS.
- g. Shall create awareness amongst the beneficiaries about the rights and entitlements of the scheme.
- h. Shall conduct Social Audit Gram Sabha at Gram Panchayat/Village Committee level and reading out and finalizing decisions after the due approval of the social audit gram Sabha as a culmination of the social audit process. The

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team will keep the audit findings confidential until the report is read out in the Social Audit Gram Sabha.

- i. Code of Conduct: The resource person will act/function with professionalism, transparency and integrity.

DEE:

- a. Shall not interfere with the conduct of the social audit.
- b. Shall instruct the school authorities to attend the entry meeting will be held in each GP/VC before the social audit process commences.
- c. Shall instruct all the DEOs/ISs/schools to cooperate and provide requisite information and records/registers to the social audit teams during the conduct of the social audit in a time bound fashion.
- d. Shall instruct all schools to cooperate with the social audit team during verification of the MDMS being served.
- e. Shall ensure that DEE administrative machinery at all the levels cooperates in the required manner while conducting a social audit processes (detailed roles & responsibilities are mentioned in the guidelines)
- f. Shall facilitate the convening of the gram sabha for conduct of the social audit.
- g. Shall instruct all the DEOs/ISs or his/her representative to necessarily participate in every social audit gram sabha exercise at the GP/VC level.
- h. Shall be responsible to ensure that follow up action is taken on the findings of the social audit with a given time frame.
- i. Shall ensure that the action taken report based on the findings of the social audit report are prepared within 30 days from the date of issue of the Social Audit Report.

V. TERMS OF PAYMENT

- (i) The DEE will bear the cost of inevitable expenditure i.e. Rs.14,70,000/- only for conduct of Social Audit of MDMS.

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- (ii) The DEE will transfer Rs.8,00,000/- (Rupees eight lakhs only) only to SAU-Tripura within 15 (fifteen) days from the date of signing of the MOU as first installment and the balance amount of Rs.6,70,000/- (Rupees six lakhs seventy thousand only) only will be transferred within 30th June, 2018 to carry out the audit work.
- (iii) The funds will be allocated for social audit shall only be used for the specific expenditure related to facilitating the conduct of social audit by the Gram Sabha in the following major expenditure heads as indicated below:
- (a) Remuneration of the Village Resource Persons (VRPs)
 - (b) Daily Allowance for VRPs
 - (c) TA & DA of District Resource Persons (DRPs) & Block Resource Persons (BPPs)
 - (d) Conducting Training programme of DRPs, BRPs & VRPs.
- (iv) The funds shall be transferred to the bank account of the SAU. The interest accrued from the funds provided shall be utilized for the same purpose for which the original funds was provided.
- (v) On utilization of the funds, SAU-Tripura shall provide a utilization certificate to DEE in GFR-19A.

VI. IMPLEMENTATION OF THE MoU

1. The parties confirm that they will implement the provisions of this MoU and abide by it. On signing of this MoU, the parties shall take steps to realize the objectives of this agreement.
2. This MoU will be valid until 30th June 2018 and may be extended further based on mutual agreement between both the parties as well as satisfaction of the authority.
3. The MoU may be terminated by either side after giving an advance notice of 3 months.
4. The parties confirm that, the social audit reports will be shared with the Ministry of Human Resource Development (MHRD), Government of India (GoI).

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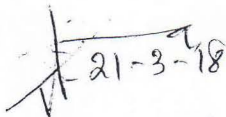
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5. The Parties agree that this MoU shall not be amended in any way other than by mutual consent of the parties in written.

IN WITNESS WHEREOF, the Parties hereto have set and subscribed their respective signatures at Agartala on the day and year first herein above written.

Signed and delivered by on behalf of the Governor of Tripura.

WITNESSES

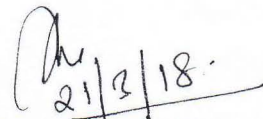

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Signature: Syamali Debbarma

Name: 

Position: Dy Director
Elementary Education

(SYAMALI DEBBARMA)
Deputy Director, MDM
W/O DDO, MDM Section
Directorate of School Education
Govt. of Tripura.


21/3/18

(Kuntal Das, TCS)

Additional Secretary and Director,
Elementary Education,
Government of Tripura

(Ms. Kuntal Das, TCS)
Director, Elementary Education
Government of Tripura.

Signature: 
21/03/18

Name: MANOJ GUPTA

Position: AAO


21/03/2018

(Satyajit Sarkar, TCS, SSG)

Director
Social Audit Unit, Tripura
Government of Tripura

(Satyajit Sarkar)
TCS, SSG.
Director,
Social Audit Unit, Tripura.