

भारतीय गैर न्यायिक

एक सौ रुपये

रु. 100



सत्यमेव जयते

Rs. 100

ONE
HUNDRED RUPEES

भारत INDIA
INDIA NON JUDICIAL

पश्चिम बंगाल पश्चिम बंगाल WEST BENGAL

AG 650337

MEMORANDUM OF AGREEMENT

This MEMORANDUM OF AGREEMENT is made on this 23rd December day of
Two thousand and Twenty one BY AND BETWEEN President of India, acting
through The Secretary, Department of Biotechnology, Ministry of Science and Technology,
Government of India, New Delhi, hereinafter referred to as the 'DBT' (which expression unless
excluded by or repugnant to the subject shall mean and include its successor-in-office and assigns)
of the ONE PART

Sanjulata Mondal (Pan)

S. Sarker

AND

1. **LADY BRABOURNE COLLEGE**, a college, having its registered office at **P-1/2 Suhrawardy Avenue, Kolkata -700017, West Bengal** herein after referred to as LBC (which expression shall where the context so admits include its successors and permitted assigns) of the OTHER PART; WHEREAS DBT being desirous of capacity building in the area of Biotechnology teaching decided to support a **DBT Star College Programme** submitted by **LADY BRABOURNE COLLEGE**.

This Memorandum of Agreement (MoA) defines the role and responsibilities of the participating agencies, monitoring and other matters related to the **DBT Star College Programme** .

NOW THE PARTIES HERETO AGREE AS FOLLOWS:-

1.0 ROLE OF DEPARTMENT OF BIOTECHNOLOGY, NEW DELHI

To provide funds to the extent of Rs. -----over a period of three years from the date of sanction of the project, (26.02.2018), for conducting **DBT Star College Programme** Scheme. Details of the funds to be provided are given in Annexure II.

Sajukta Mondal (Pan)
Suchita Sinha
Course Coordinator

(With Seal)

Programme Co-ordinators
DBT Star College Scheme
Lady Brabourne College
Kolkata-700017, West Bengal

J. S. arkar
Head of the Institution

(With Seal)

Principal
Lady Brabourne College
Kolkata

2.0. ROLE OF LADY BRABOURNE COLLEGE

- 2.1. To provide existing facilities as mentioned in the project document.
- 2.2. To accomplish and fulfill the terms and conditions listed at Annexure I. / To be responsible for accomplishing objectives identified and activities listed as per terms and conditions listed at Annexure I.
- 2.3. To submit an annual audited statement of expenditure incurred under the programme.
- 2.4. To ensure effective utilization of the grant given by DBT for the purpose for which it was granted and to ensure timely completion of course work/ examination.
- 2.5. **LADY BRABOURNE COLLEGE** will take up all the liabilities of the teaching programme including Manpower (if any), after completion of the sanction period specified in the sanction order.

3.0 DURATION OF PROJECT

- 3.1 Duration of project shall be two or three years (as per the order) from the date the Programme has been sanctioned by DBT.

4.0 RIGHTS OF OWNERSHIP/TECHNOLOGY TRANSFER AND UTILIZATION

4.1 All the assets including the equipment and produce acquired will be the property of DBT and shall not be utilized for purposes other than teaching/capacity building at **LADY BRABOURNE COLLEGE**. The rights of DBT under this MoA shall not be transferred to any other party without prior approval in writing of DBT.

4.2 It shall be the responsibility of **LADY BRABOURNE COLLEGE** to ensure that support of DBT is suitably acknowledged in the publications (papers, reports, etc.) arising out of the programme.

Sanjukta Mondel (Pam)
Suchita Sinha
Course Coordinator

(With Seal)

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5. MONITORING

5.1 The progress of implementation of the programme and proper utilization of grant shall be reviewed by the DBT and by the Advisory Committee set up by **LADY BRABOURNE COLLEGE** .

5.2 The periodic progress of physical achievements and the utilization of funds, statement of expenditure shall be evaluated by the Advisory Committee & DBT-UGC Task Force on HRD.

5.3 The Comptroller and Auditor General of India, at his discretion shall have the right of access to the books and accounts of **LADY BRABOURNE COLLEGE** for the grants received from DBT for this programme.

5.4 The DBT may terminate the grant at any stage if it is convinced that the grant has not been properly utilized or appropriate progress has not been made. In the event, DBT terminates the grant, **LADY BRABOURNE COLLEGE** shall hand over all documents including technical details and equipment purchased related to the programme.

6.0 DURATION OF MEMORANDUM OF AGREEMENT

This MoA will remain in force for the duration of the programme.

7.0 ARBITRATION

In the event of any question, dispute or difference whatsoever arising between the parties to this Agreement out of or relating to the construction, meaning, scope, operation or effect of this Agreement or the validity of the breach thereof shall be referred to an Arbitrator to be appointed by mutual consent of both the parties herein. If the parties cannot agree on the appointment of the Arbitrator within a period of one month from the notification by one party to the other of existence of such dispute, then the Arbitrator shall be nominated by the Secretary, Department of Legal Affairs, Ministry of Law & Justice, Government of India.

Sanjukta Mondal (Pan)
Suchita Sinha
Course Coordinator

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The provisions of the Arbitration and Conciliation Act, 1996 will be applicable and the award made there under shall be final and binding upon the parties hereto, subject to legal remedies available under the law. Such differences shall be deemed to be a submission to arbitration under the Indian Arbitration and Conciliation Act, 1996, or of any modifications or reenactments thereof.

8.0 GOVERNING LAW

This Contract shall be governed by the Law of India for the time being in force. IN WITNESS WHEREOF the parties hereto have signed, sealed and delivered this Agreement on the day, month and year first above written in presence of:

Witnesses:

1.

2.

Signed by -----

(Designation)

For and on behalf of

The President of India

Witnesses:

1. *Indrani Choudhuri Dutt*

2. *Somasree Roychowdhury*

Signed by *SS arkar* -----

(Designation)

For and on behalf of

(LADY BRABOURNE COLLEGE)

Principal
Lady Brabourne College
Kolkata

Objectives of Star College Scheme:

- To strengthen the academic and physical infrastructure for achieving excellence in teaching and training.

The DBT Star College Scheme will enable us to build on the existing laboratory infrastructure by installing new instruments, procuring multiple copies of instruments and expensive chemicals. This will open the doors for the Undergraduate students to an optimized research environment, where they will be able to participate in practical training on experiments beyond their syllabus and undertake project work, which could not be performed earlier due to non-availability of equipments or expensive chemicals.

- To enhance the quality of the learning and teaching process to stimulate original thinking through 'hands-on' exposure to experimental work and participation in summer schools.

The DBT Star College Scheme will further provide an excellent opportunity for students just entering into the degree course to learn how to incorporate learning strategies into content coursework. Through the different summer projects, workshops, seminars, etc. to be conducted as part of the program, the students will be acquainted with some of the latest techniques and development in science and stimulate original thinking, stimulate them to be more creative and innovative, give them opportunities for constant improvement, instigate the feeling of teamwork and help them adopt modern strategies and tools for ensuring the success of their projects. The faculty improvement programs and the new infrastructure by procurement of new instruments will help upgrade the existing facilities and achieve excellence in teaching and training.

- To promote networking and strengthen ties with neighboring institutions and other laboratories.

This program will also provide access and exposure to students and teachers to research laboratories and industries in other parts of the state and country

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Annexure - I

- **To conduct specialized training programmes for faculty improvement for optimizing technical capabilities.**

The faculty improvement programs and the new infrastructure by procurement of new instruments will help upgrade the existing facilities and achieve excellence in teaching and training.

- **To increase capabilities of core instrumentation resources by procuring new equipment and upgrading of existing facilities.**

The grants received from DBT support will be very effective as Strengthening Component in upgrading our labs and procuring multiple units of instruments required for the present UG CBCS curriculum. More number of students will be getting access to instruments during the normal practical classes due to presence of multiple copies of the same.

- **To provide access and exposure to students to research laboratories and industries in the country.**

The DBT STAR College program will academically enlighten and motivate our students towards pursuing higher education. The seminars, training programs and visit to other Institutes will help create moments for the students to interact with the eminent personalities in Bio Sciences and related subjects. It will open up new doors for our students to pursue research or participate in student exchange programs/internships in renowned research institutions.

Sanjivita Mondal (Pa)
Suchita Sinha

**Course Coordinator
(With Seal)**

S. S. Sarkar

**Head of the Institution
(With Seal)**

Principal
Lady Brabourne College
Kolkata

Annexure - I

- **To help in devising standard curricula and Standard Operating Procedures (SOP's) / kits for practicals.**

The scope of exploring topics beyond the syllabus will give our students the freedom to think and enjoy the flavour and fun of their own subjects and other related subjects. Participating in workshops and hands-on-training programs will help translate learning perfectly into practice and accelerate the learning process as students learn better when they experience what they are learning. The training programs on new techniques beyond the syllabus will help in generating Standard Operating Procedures (SOP's) / kits for practicals or projects and for future response.

- **To provide better library facility to students and teachers.**

The reference books on techniques to be purchased under the DBT STAR College Scheme will help to enrich the seminar libraries of the Departments under the said scheme.

Sanjukta Mondal (Pan)

Suchita Saha

**Course Coordinator
(With Seal)**

**Programme Co-ordinators
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J. S. Sarkar

**Head of the Institution
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**Principal
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Kolkata**

Terms & Conditions for the DBT Support For strengthening of Life Science and biotechnology education and training at undergraduate level to colleges under star college scheme of DBT.

1. The programme will receive financial support initially for a period of 3 years. Further continuation of support will be based on evaluation of the programme. After a period of 3 years, the colleges would be eligible for consideration of Star College status based on evaluation by the expert committee. Decision of expert committee will be final. DBT will measure progress by following parameters.
 - Substantial increase in proportion of 'hands on' experimental work by students.
 - Increased access of undergraduate students to laboratory and bioinformatics infrastructure.
 - Improvement in access to life sciences related journals.
 - Summer schools.
 - Percentage of students pursuing life science as a career.
 - Measure effectiveness on the basis of feedback from students, faculty.
2. The Department does not encourage starting of biotechnology teaching programme at undergraduate level. The programme should lay emphasis on strengthening biotechnology component in existing life sciences courses and practical training, industry exposure to students, upgradation of faculty skills by organizing training for faculty.
3. The grant for equipment provided by DBT will be used for purchase of minor equipment (cost not exceeding ~ 1.00 lakh) routinely used for classroom teaching for students. In case of equipment costing more than ~ 1.00 lakh and within a ceiling of ~ 3.00 lakhs, grantee institutions shall seek prior approval from DBT.
4. The college shall take all steps to ensure:
 - Timely acquisition of equipment.
 - Proper provision of dedicated laboratory, teaching space and hostel facility for outstation candidates.
 - Timely and sufficient procurement of glassware and chemicals for practical work.
 - Spare faculty improvement programme.
 - Arrange summer training / industrial visits for students.
 - Independent feedback by students.

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5. The Coordinator for the Star College Scheme shall be responsible for the coordination between the Colleges and DBT; thus the change of coordinator shall not be entertained during the entire duration of the support unless there is some personal issue due to which the coordinator is not available, for duration of more than six months at a stretch.
6. The teaching resources generated by the colleges should be shared among them through a system duly constituted by the mutual consensus under the Star College Scheme.
7. The use of kits for UG practicals should be avoided and restricted to only those cases where it is absolutely essential.
8. A mechanism should be devised by the colleges where it is ensured that at least 60% of recurring grant should be spent for consumables for UG labs and rest may be utilized for the lab visits, guest lectures, workshops etc & no equipment should be purchased through recurring grant.
9. Studentship should not be paid from DBT Star College Scheme grant and only reimbursement should be allowed for this expenditure incurred in carrying out projects.
10. Equipment purchased under scheme should be translated into experiments & utilized for UG students projects/ practicals.
11. Projects given to students should have scientific components.
12. Faculty members should deliberate proceedings after attending workshop and share information.
13. An Advisory Committee with the following composition will be constituted by the college.

a) Principal	-	Chairman
b) DBT Representatives (2)	-	1. Adviser, DBT and 2. Programme Officer, Star College Scheme
c) External Experts (2)	-	Members
d) Faculty Members (from all participating departments)	-	Members
e) Coordinator	-	Member-Secretary

Sanjibte Mondel (Pa)

Suchita Sinha

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Govt. of West Bengal

14. The college is expected to organize at least one Advisory Committee Meeting where the progress shall be evaluated onsite. The Advisory committee meetings should be held regularly, at least twice in the tenure of the project, one to be held in the early phase of its implementation so as to guide the college about the scheme and another towards the middle for mid-term course correction, if required. DBT may nominate the Task Force members for this purpose, if felt necessary. Colleges should ensure that external advisory members should be representing the domain expert area while trying to avoid the potential conflict of interests that might arise due to such nominations.
15. The college coordinators must ensure their presence for review meetings and any absence by the Institutions or coordinators shall be taken very seriously. Coordinators should include a page on budget utilization and another one describing the quantum of the committed objectives achieved while presenting their progress.
16. The College will be required to submit annual utilization certificate and expenditure statement duly signed by coordinator, financial authority and head of the institution along with their rubber stamps at the end of each financial year.
17. Annual recurring outlays as shown in the sanction order are indicative and by no means the college can take claim on it. Release will however be subject to utilization of previous grants. All recurring grants for the financial year shall be utilized in the same financial year. A carry forward of unspent grants will be done with prior approval of Department of Biotechnology.
18. The college will be required to submit annual technical progress report as per the proforma prescribed by DBT as well as details of equipment procured such as item, date of purchase, cost at the time of purchase and present the progress before the expert committee once every year. The Department may appoint site visit committee, as and when required for on the spot evaluation of the programme.
19. Star Colleges should be aware about the policy of involving the maximum number of students under the activities being done under this scheme and that in order to have maximum number of student beneficiaries, the colleges should stress upon procurement of low cost multiple copies of basic equipments required for conducting experiments in the undergraduate classes.

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20. Colleges shall ensure that before uploading any content on website, they should get the documents or compilations etc pre-reviewed by two acknowledged experts in the area and their endorsements with their details should be attached with the contents.
21. All the Star Colleges are expected to strictly follow National Guidelines for Bio-safety, Ethics for humans, animals etc. Institutions shall be solely responsible for violation of this and are liable to be prosecuted at their cost, risk and consequences.

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