



MEMORANDUM OF UNDERSTANDING (MOU)

On various academic and research activities related to Criminology Program,
Social and Cultural Studies

BETWEEN

The Research & Development Branch (RDB)
Central Police Office, Punjab, Lahore

AND

Institute of Social & Cultural Studies (ISCS)
University of the Punjab, Lahore.

1. Background

The **Research & Development Branch (RDB)** was set up in the Police Headquarters of the Inspector General of Police, Punjab vide President's Directive No. 315 of 1982. The Research & Development Branch is the think tank of CPO Punjab. It carries out research & analysis work for improvement of policing techniques, police reform proposals and introducing best policing practices. It also co-ordinates with National Police Bureau & National Police Management Board, Universities and Research Institutes etc. and alike organization for development of overall policing system on Police issues in the province.

The Department of Sociology, University of the Punjab was set up in 1954 with the help of Dr. John B. Edlefsen of Washington State University, Pullman, who came to the Punjab University under the Inter College Exchange Program. The department was up-graded to Institute of Social and Cultural Studies in December 5, 2006. The Institute is comprised of (i) Department of Sociology, (ii) Department of Gender Studies, (iii) Department of Population Sciences, (iv) Department of Criminology & Security Studies, (v) Department of Development Studies, and (vi) Department of Public Health. Offering a range of high-quality educational programs at undergraduate, graduate, and postgraduate levels, the ISCS is a student-centered and research-oriented institution. At Department of Criminology and Security Studies, ISCS offers MSc in Criminology and Security Studies and four-year BS in Criminology programs.

2. Purpose and Scope

The purpose of this collaboration will be to calibrate, improve, and design the services offered by Punjab Police based on evidence generated through evolution of its current and future services. The research programs and missions of the Punjab Police and ISCS on various academic and research activities of mutual interest are complimentary.

The RDB of Punjab Police and ISCS specifically agreed to collaborate on the following areas:

- a) Sharing of qualified human resource for instructional support in BS and MSc Criminology program;
- b) Facilitating research projects and providing internship opportunities to BS and MSc Criminology and Security Studies students;
- c) Arranging study trip of students to different offices related to Police Department;
- d) Identifying the problematic areas through research so that BS and MSc students can conduct research in the field of criminology;
- e) Providing technical help in research activities to RDB in case they need; and,
- f) Facilitating for joint research initiatives.

3. Duration

This MOU shall be in force for One (01) Year from the date of signature. The Term may be extended for a period as mutually agreed by the Parties in writing. There will be no financial liability on the part of both institutions.

4. Modification

This MOU will be effective when signed by both the parties. This MOU may be amended at any time by the mutual written consent of the parties. The parties may review this MOU every six (06) months to determine whether it should be revised, renewed, or cancelled.

5. Termination

This MOU may be terminated by either party at any time by intimating the other party in writing thirty (30) days in advance.

6. Dispute resolution

Any dispute under or arising in connection with this MOU shall be amicably resolved by both the parties through Alternative Dispute Resolution mechanism.

7. Confidentiality:

- a) ISCS shall ensure privacy concerns about data shared by Punjab Police to avoid any harm to Punjab Police or their constituents in any manner whatsoever.
- b) Punjab Police data shall not be used for any purpose other than this collaboration, and will not be handed over to any third party without formal written approval from Punjab Police.
- c) ISCS shall have the right to academic publication of results derived from the Collaboration with Punjab Police after bringing them to the knowledge of Punjab Police.
- d) All types of reports/briefs shared between Punjab Police and ISCS for internal Communication through this collaboration shall be strictly confidential. These will not be shared to any person, firm, or corporation without written authorization from the Punjab Police.
- e) Both the parties will sign and adhere to an accompanying non-disclosure agreement (NDA) which outlines the details related to data access and use under this MOU.

This MOU records understanding of both the parties. Both the parties completely understand the terms of this MOU. This MOU is made at Lahore on 20th day of November, 2020.


Signed by for and on the behalf of the

University of the Punjab


Prof. Dr. Niaz Ahmad Akhtar (S.I.)
Vice-Chancellor

Witnesses

Institute of Social & Cultural Studies


Prof. Dr. Rubana Zakar
Director

Signed by for and on the behalf of the
Research & Development Branch
Central Police Office, Punjab


Inam Ghani, PSP, QPM (Bar)
Provincial Police Officer/IGP, Punjab

Witnesses

Research & Development Branch
Central Police Office, Punjab


Dr. Suleman Sultan Rana
Deputy Inspector General of Police



NON-DISCLOSURE AGREEMENT (NDA)
in connection with the Memorandum of Understanding
between
The Research & Development Branch (RDB)
Central Police Office, Punjab, Lahore
and
Institute of Social & Cultural Studies (ISCS)
University of the Punjab, Lahore.

This Non-Disclosure Agreement (NDA) is made and entered into on 20th day of November, 2020 by and between:

The Punjab Police, Research & Development Branch (RDB) and the Institute of Social and Cultural Studies (ISCS), University of the Punjab.

The Punjab Police and the ISCS are collectively referred to herein as the "Parties"
Accessing data and/ or information

The Parties recognize that in the course of their research partnership as stated in the Memorandum of Understanding dated 20.11.2020, it will be necessary for each Party to disclose to the other Party certain Confidential Information (as defined below). Each Party desires to set forth the terms that apply to such confidential information. By signing this agreement, the Parties undertake the responsibilities to maintain confidentiality and agree/ undertake as to the following:

- a. ISCS will have access to the datasets; information and material needed to answer the questions proposed by the research collaboration with the Punjab Police and will not share the same with any third party/ person, institution or body without formal written approval from the Punjab Police.
- b. Any information about individuals collected by ISCS during the course of the partnership will be kept confidential and will only be shared with the Punjab Police after being de-identified.
- c. It is understood that information about individuals accessed in the course of the work be confidential and the Parties will not divulge, publish, or otherwise make known to any third party persons, institutions, or to the public any information obtained in the course of data processing that could identify individuals.
- d. It is hereby agreed that a Party will notify the other immediately if there may be an actual breach of confidentiality or a situation, which could potentially result in a breach.
- e. ISCS shall have the right to academic publication of results derived from the research collaboration with Punjab Police and the related data and/ or information after written consent of Punjab Police.

Data Use Terms

1. **Confidential Data/Material:** Confidential data/material (the "Data") means the confidential and proprietary information to be disclosed by one Party to the other in connection with the Memorandum of Understanding signed between the parties dated 20.11.2020 and the reports prepared based thereon. Notwithstanding the foregoing, "Data" does not include information which (a) was lawfully in the possession of the receiving party before receipt from the disclosing Party; (b) is or becomes publicly



available through no fault of the receiving Party or its personnel; (c) is received by the receiving Party or its personnel, without restriction as to further disclosure, from a third Party having an apparent bonafide right to disclose the information to the receiving Party.

2. **Confidentiality:**

- a. The Parties (i) will use reasonable care to protect the security of Data, (ii) limit access to Data to relevant personnel who need to know such Data to fulfill the Memorandum of Understanding and who have been advised of the nature of the Data; and (iii) will not at any time during or after the term of this Agreement disclose Data to any other person without first obtaining prior written consent from the disclosing Party (except as otherwise required by law in which case the receiving Party shall unless otherwise prohibited by the law, notify the disclosing Party prior to such disclosure).
- b. Data shall be provided to the receiving Party by means of electronic files, access to which shall be encrypted or otherwise transmitted securely by the disclosing Party.
- c. To ensure a high level of data security and confidentiality protection for all Data, the receiving Party will ensure all Data (whether personally identifiable or de-identified) for all research-related projects to be conducted in connection with the Agreement is classified and maintained according to its established data security protocols, including encryption mechanisms when required. Data that is not already de-identified shall be de-identified by the receiving Party prior to use by individual researchers whenever possible.

3. **Term:** The confidentiality and non-use terms contained herein shall remain in effect for so long as each receiving Party is in possession of the Data. The Punjab Police agree that following completion of the Memorandum of Understanding, and any extensions thereto, ISCS may retain de-identified copies of Data supplied under this Agreement for research integrity verification purposes, including the replication of research results. Any identifiable data will be destroyed by the receiving Party at the completion of the Memorandum of Understanding.

4. **Amendments:** This agreement will be effective when signed by both the Parties. This agreement may be amended at any time by the mutual written consent of the Parties. The Parties may review this Agreement after every six (06) months to determine whether it should be revised, renewed, or cancelled.

5. **Successor and Assigns:** This Agreement will be binding upon the Parties' executors, administrators and other legal representatives and will be for the benefit of the Parties, its successors, and its assigns.

Possible disputes arising from the interpretation or implementation of this agreement shall be settled amicably through consultation between the competent authority of the parties.

Signed by for and on the behalf of the

University of the Punjab


Prof. Dr. Niaz Ahmad Akhtar (S.I.)
Vice-Chancellor

Signed by for and on the behalf of the
Research & Development Branch
Central Police Office, Punjab


Inam Ghani, PSP / QPM (Bar)
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