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### MEMORANDUM OF UNDERSTANDING (MOU)

#### **Background:**

To transform the unemployed youth into organized, disciplined and productive workforce and facilitate the unemployed youths for self-employment and wage employment at home and abroad by providing skill development training and micro-credit support the Government created Ministry of Youth & Sports in 1978 and Department of Youth Development (DYD) in 1981. Since its inception, the Department has been extending multifarious training, guidance and support to the youths. To harness their potentialities properly and transform them into human resource has been the mission of DYD. Since the inception (1981) of the Department of Youth Development and till September 2013 a total number of 40,84,155 youths (male & female) has been imparted skill development training on different trades for involvement in employment and self-employment and out of them 20,02,436 trained youths were engaged themselves in self-employment projects. For establishment and extension of self-employment projects since the inception of the micro credit programme and till September 2013 an amount of Tk. 119838.42 lakh was disbursed to 8,02,065 trained youths as loan from principal amount and revolving fund. The average rate of loan realization is 92%. Income of self-employed youth ranges from Tk.3000/- to Tk. 50,000/-. But in some cases successful self-employed youth earn more than on lakh taka per month. Moreover, a good number of trained youths obtained jobs in different organizations at home and abroad.

Skill development training in different technical and vocational trades is one of the pragmatic programs of DYD. In this regards, Department of Youth Development conducts two types of training programs. 1) Institutional training programs and 2) Non-institutional/ mobile training programs. Institutional training programs are residential and non-residential. Non-institutional / mobile training programs are implemented at upazila level according to local felt needs. Duration of Institutional training courses are 1 month to 6 months and non-institutional training courses are 7 days to 21 days.

To put outstanding contribution in youth development and involving youths in nation building activities DYD has been extending its cooperation for building partnership with different government and non-government organizations by signing MoU. In continuation of this approach, DYD agreed to sign MoU with SDF for the betterment of youth community in the country.

The main objective of Social Development Foundation (SDF) is to facilitate sustainable social development by reducing poverty through increasing access of the poor to information and resources through building institutions and development of livelihoods. SDF provides supports in forming and strengthening informal institutions at the village and community levels, and strengthening the existing community organizations for addressing the needs of the poor.

গণপ্রজাতন্ত্রী বাংলাদেশ সরকার

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The main program of SDF is the Social Investment Program Project (SIPP), a government-led initiative supported by the World Bank. SDF has conceptualized the program to address the critical poverty as outlined in the Poverty Reduction Strategy Paper (PRSP) of the Government of Bangladesh.

The project was launched as pilot in April, 2003 in Gaibandha and Jamalpur, the two most impoverished districts of Bangladesh. SIPP is implemented with a Community Driven Development (CDD) approach that gives communities the control over planning, decision making and investment resources.

Under the program, villagers form development committees identify community priorities and chalk out small projects that benefit the hardcore poor (HCP) and poor. **The project has so far been able to transform the lives of nearly 2 million people of Gaibandha and Jamalpur.** It has been proved that if the poor villagers are given financial support and access to information and opportunities they can effectively organize themselves to identify community priorities and address local problems by working in partnership with other supportive institutions.

One of the major objectives of SDF projects is to ensure sustainable livelihood development. As part of the livelihood development, the income of the target people needs to be enhanced enabling them to be a part of the mainstream development. There are about 55 thousand unemployed youths organized (one youth from each poor and HCP families) in the project districts which will increase when more unemployed will be added from other project areas/districts. The ultimate objective of SDF for the unemployed youths is to provide suitable job opportunities in the country or abroad through relevant skill development training and livelihood support.

**Between**

**The Department of Youth Development (DYD)** of the Ministry of Youth & Sports, Government of the People's Republic of Bangladesh with its Offices at 108, Motijheel Commercial Area, Dhaka- 1000 ( 1<sup>st</sup> Party) which expression shall include its successors and representatives.

**And**

**The Social Development Foundation (SDF)** having its Office at 'Z', House- 6/6, Block-F, Lalmatia, Mohammadpur, Dhaka-1200 (2<sup>nd</sup> Party) hereinafter referred to as 'SDF' which expression shall include its successors and assignees.

This Memorandum of Understanding (MOU) is made on the February 2014 and shall be valid up to January 2019 and may be extended further upon the agreement of both the parties.



গণপ্রজাতন্ত্রী বাংলাদেশ সরকার

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### 1. Purpose of MoU:

- i) The Director General of Department of the Youth Development (DYD) and the Managing Director of Social Development Foundation (SDF) entered into an MoU in order to collaborate/ deliver short and long training courses on skill and technical knowledge development of the un- and under- employed youths and Jibikayan Group (self- help group) members of SDF initiated projects. DYD and SDF will provide training (need/ demand based) with mutual coordination and sharing of resources to unemployed youths of SDF- organized groups in Social Investment Program Project (SIPP) areas in Gaibandha, Jamalpur, Rangpur, Kurigram, Nilphamari, Dinajpur districts, and also in all Notun Jibon Program areas including Bagherhat, Pirojpur, Barguna, Patuakhali, Sirajganj, Naogaon, Sylhet, Sunamgonj districts. The objective of this collaboration is to equip them with skill and create for appropriate employment.
- ii) Providing skill development training opportunities to unemployed youths of SDF initiated projects
- iii) Providing special training courses on specific vocations/ trades to unemployed youths of SDF initiated projects.

### 2. Whereas

- a. The Department of Youth Development of the Ministry of Youth & Sports Govt. of the People's Republic of Bangladesh has training centers in different parts of the country and addresses the unemployment problem of the youths by providing training and creating job opportunities at home and abroad and since inception has been playing a vital and effective role in addressing the unemployment problem of Bangladesh;
- b. The Social Development Foundation (SDF) was set up as an autonomous organization through a notification of the Government of Bangladesh (GoB) in 2000 and registered under the Companies Act, 1994 on 28<sup>th</sup> June 2001 as a not-for-profit body and the vision of SDF being to empower communities in Bangladesh by helping them overcome poverty and is mandated to *evolve and implement innovative approaches to address poverty in partnership with communities, NGOs, government and private sectors to emerge as a nodal agency for social development in Bangladesh.*

### 3. Now therefore, the parties here to agree on as follows:

That both parties shall collaborate to organize/ conduct training program as per following terms:

01. Number of Courses: As per the existing training program of DYD.
02. Course duration: As per existing schedule of DYD.
03. Admission requirement: As per the existing admission rules of DYD.

04. Registration: The eligible candidates shall have to be registered before the commencement of the course.

5. Award of certificates: On successful completion of the training, the trainees will be awarded Certificates signed by the DYD authorities.

#### **4. Contact Person of SDF & DYD:**

For fulfilling the objective, on behalf of DYD the Director (Planning) and on behalf of SDF Specialist, Youth and Employment will be the responsible as well as contact person regarding on these training activities.

#### **5. Contribution of SDF:**

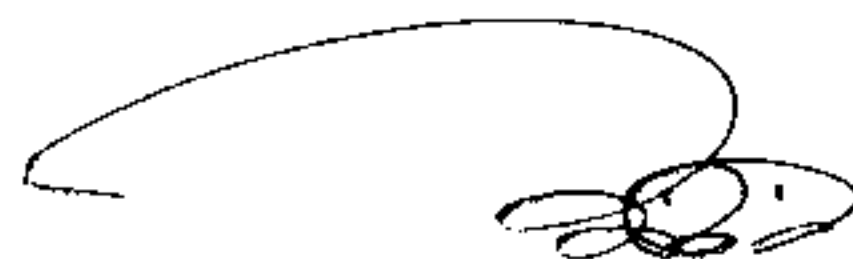
SDF Shall –

1. Select trainees from the project areas of SDF and make them available to DYD as per the training plan preparation will be initiated accordingly.
2. Ensure the trainees' participation and training cost, if required from Gram Samity, with the approval of the Gram Parishad in case of training of the SDF.
3. Make recommendations, if any, and liaison with DYD for successful completion of the training courses.
4. Provide necessary support to DYD for selecting the trainees.
5. Seek for utilization of DYD training venues/ facilities ( based on availability) for its different training program as per provision of the contract or MoU.
6. SDF will help to provide skill development loan or self-employment loan (as per the regulation of SDF) in case of imparting training to the youths by the DYD.

#### **6. Contribution of Department of Youth Development ( DYD):**

The DYD shall-

01. Provide skill development training to unemployed youths of SDF through its own training institutes with the support received by the youths as skilled development loan from SDF.
02. Provide available skill development training facilities with its different training centers within the country, especially in the project areas of SDF.
03. Take necessary steps through its own network to select the required number of participants from the poor and unemployed youth groups of SDF and to make necessary arrangement for registration.
04. Provide other logistic support under their jurisdiction as per contract.
05. DYD shall allow SDF to utilize its venues (Subject to availability) and facilities at the DYD rates.



## **7. Relationship of Parties:**

This MoU is a joint collaboration between the parties hereto. Any party to this MoU will perform its work as required under this MoU as an independent body and not as an agent of the other. Neither party is authorized to act as an Agent or representative of the other or to permit the other party to enter into any contract or incur any obligations or liabilities for other party, outside of the MoU.

## **8. Monitoring and Reporting:**

01. SDF through its authorized representatives will visit training centers and interact with local authorities to oversee training program and resolve local issues.
02. Department of Youth Development will also monitor through their own mechanisms.
03. Both DYD and SDF shall sit together at National level on b-monthly basis to review progress and or find out new opportunities.

## **9. Dispute Settlement:**

Any dispute related to this MoU will be settled through mutual discussion and understanding between the DG, DYD and the MD, SDF and their decision will be final.

## **10. Confidentiality:**

In the course of the implementation of the activities, SDF and DYD will treat all types of information of the activities as confidential and under no circumstances pass to a third party without expressed permission from SDF & DYD. Confidentiality will be maintained by both parties.

## **11. Termination of MOU and Notice:**

Both the parties will have the right to terminate this MoU after failing to resolve any issue between DG, DYD and MD, SDF in writing and will be sent to the relevant party at its address set out above or as notified by the party in accordance with this clause. Finally, SDF & DYD will abide by all the terms and conditions of this MoU.

## **12. Copies:**

This MoU consists of two original copies of 12 pages, one is for i) the 1<sup>st</sup> party- Department of Youth Development and the other for ii) the 2<sup>nd</sup> party- Social Development Foundation (SDF).

## **13. General Terms and Condition:**

- The training program will start after signing of the MoU.



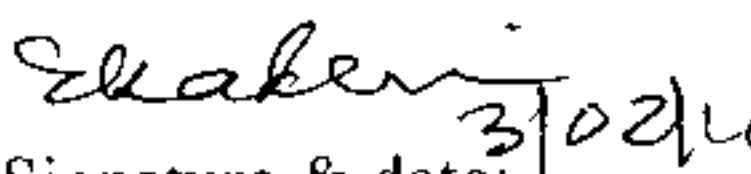
- The skill development and self-employment initiative for the unemployed youth being trained in this way will be implemented jointly.
- Both the parties will take responsibility to make the full training a success and each of the two parties will perform their respective obligations as contained in the contract as per by laws.
- That the DYD is responsible for overall management of the training event such as venue, food, accommodation, etc.
- Issue certificates to those who shall satisfactorily complete the training courses (for all DYD organized training courses).
- DYD shall allow access to the SDF or its representatives to training classes and attendance sheet of the trainees for the purposes of evaluation and seek opinion of the trainees whether they are satisfied with the training etc.

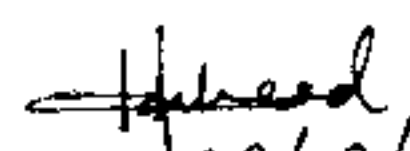
In witness whereof the parties here to have signed this MoU in Dhaka, Bangladesh on the day of 3<sup>rd</sup> month February and year 2014, subject to bringing necessary amendments as and when necessary, based on mutual understanding.

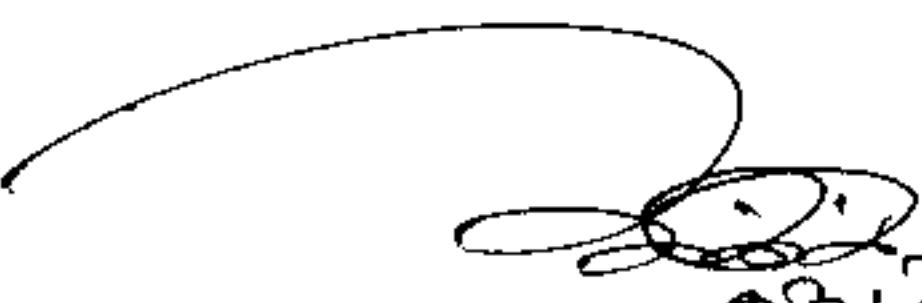
  
Managing Director  
Social Development Foundation (SDF)

Date: 3<sup>rd</sup> February 2014

Witnesses:


  
1. Signature & date: 3/02/14  
Name & Address:  
S. M. Kalir  
SDF.

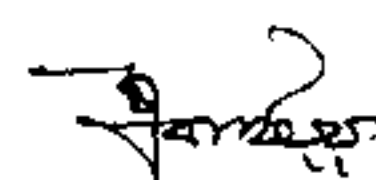
  
2. Signature & date: 03/02/14  
Name & Address:  
Fawzia Tauheed  
SDF

  
Director General  
Department of Youth Development  
Ministry of Youth & Sports.

Date:

Witnesses:

  
1. Signature & date:  
Name & Address:  
ABDUR RAZZAQ  
Director (Training)  
DYD.

  
2. Signature & date: 06.02.28  
Name & Address:  
SYED ABDUL QUAYUM  
Deputy Director (Planning)  
DYD