



COMMONWEALTH of LEARNING

*Learning for Development*

**Commonwealth Educational  
Media Centre for Asia**

Ref: 06-01-045 CEMCA/UOU/HE  
October 29, 2019  
Budget Code: 20-ED1-162

To

**Shri Bharat Singh**

Registrar, Uttarakhand Open University  
Behind Transport Nagar, Vishwavidyalaya Marg,  
Haldwani-263139,  
Uttarakhand  
E-mail: [registrar@uou.ac.in](mailto:registrar@uou.ac.in); [vc@uou.ac.in](mailto:vc@uou.ac.in)

Kind attention VC, UOU, Haldwani  
[spasad@uou.ac.in](mailto:spasad@uou.ac.in)

**Re: Mentoring Uttarakhand Open University (UOU) for NAAC Assessment and Accreditation**

Dear Shri Bharat Singh,

As per the strategic plan (2015-2021) of CEMCA and its mandate of Learning for Sustainable Development, CEMCA supports higher education institutions for enhancing capacity and improving institutional quality. In this regard CEMCA seeks to confirm through this Contribution Agreement ('the agreement') the support to be provided to *Uttarakhand Open University (UOU), Haldwani* for Mentoring for NAAC Assessment and Accreditation.

**1.0 Statement of Work**

- 1.1 Uttarakhand Open University (UOU), shall:
- 1.1.1 Liaise with the CEMCA's Resource Person for finalising the NAAC document for UOU;
- 1.1.2 Provide access to the documents relevant for NAAC Accreditation;
- 1.1.3 Provide assistance in development of a Comprehensive Plan for NAAC Assessment and Accreditation of UOU;
- 1.1.4 Depute Dr. Sumit Prasad, Assistant Professor, School of Commerce and Management, Uttarakhand Open University (UOU), Haldwani (Mobile: 9456346010 and eMail: [spasad@uou.ac.in](mailto:spasad@uou.ac.in)) as the contact point to CEMCA and co-ordinate with the Resource Person on the above listed activities at 1.1.1, 1.1.2, and 1.1.3.

7/8, Sarv Priya Vihar, New Delhi-110 016, India  
Phone: +91-11-26537146, 26537148 Fax: 91-11-26537147  
Email: [admin@cemca.org](mailto:admin@cemca.org) Website: <http://www.cemca.org.in>



1.1.5 Prepare and submit a comprehensive report to CEMCA on achievement and status of the readiness for NAAC Accreditation.

**2.0 CEMCA's Responsibilities and Contact Person**

2.1. CEMCA shall be responsible to:

2.1.1. Provide expertise support as listed in the statement of the work;

2.1.2. Identify and provide a Resource Person to identify strengths and weaknesses of UOU and finalise the NAAC Accreditation documents for UOU.

2.2. CEMCA shall assign Dr. Manas Ranjan Panigrahi, Senior Programme Officer, (mpanigrahi@col.org) as the staff member with whom the UOU Haldwani shall liaise on all matters related to this agreement.

**3.0 Deliverables and Timeframe**

3.1. The above agreement shall commence when both parties have signed and will continue in effect until **February 29, 2020** with deliverables as per clause 1.0 above.

**4.0 Gender Equality**

4.1 Gender equality is integral to all of CEMCA's work and requires that both women's and men's views, interests and needs shape its work in learning for development. UOU Haldwani agrees that gender considerations shall conform the activities to be undertaken under this agreement.

**5.0 Copyright and Intellectual Property**

5.1. The copyright of any new material developed under this project shall remain with UOU.

5.2. UOU will ensure that the documents developed under this project are free from third party copyrights and indemnify CEMCA of any future legal issues that may arise for reuse and distribution of the same.

**6.0 Liability and Insurance**

CEMCA shall not assume any liability for any injuries or damage to UOU or its staff and associates incurred during the course of this agreement.

**7.0 Termination**

This contract may be terminated by either party before the expiry date of the contract by giving written notice to the other party. The period of notice shall be five days in the case of agreements for a total period of less than two months and ten days in the case of agreements for a longer period.



**8.0 Confidentiality**

8.1. Any information of a character confidential to the affairs of COL/CEMCA to which the UOU privy as a result of the work performed under this contract shall be treated as confidential, unless required to do so by law.

**9.0 Assignment**

This agreement may not be assigned to another party without the prior written consent of CEMCA.

**10.0 Amendments**

10.1. This agreement may be amended by a letter of amendment specifying all modifications with the written consent of CEMCA and the UOU Haldwani.

To indicate your acceptance of this task and the associated terms and conditions, please initial each page and sign the last one where indicated and return a signed copy to CEMCA by return mail.

Sincerely,

*D.K. Tetra*  
(Dalip Kumar Tetra)  
Advisor, Admn. & Finance

Dated: 15/11/2019

*B.S.*  
(Bharat Singh)  
Registrar, UOU

Dated: 14-11-19

Registrar  
Uttarakhand Open University  
Haldwani (Nainital)