



-373-

MAHARSHI DAYANAND UNIVERSITY, ROHTAK

(A State University under Haryana Act No. XXV of 1975)

NAAC Accredited 'A+' Grade

Academic Branch

Email: academic.br@mdurohtak.ac.in



Annexure - A/23

MINUTES OF THE MEETING COMPRISING THE FOLLOWING HELD ON 20.11.2023 AT 4 PM IN THE O/o DEAN ACADEMIC AFFAIRS, M.D.UNIVERSITY, ROHTAK TO CONSIDER THE MATTER WITH REGARD TO MOU BETWEEN HARYANA STATE AIDS CONTROL SOCIETY, PANCHKULA AND MAHARSHI DAYANAND UNIVERSITY, ROHTAK.

Following were present:

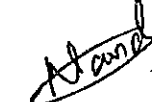
- | | |
|--|------------------|
| 1. Dean, Academic Affairs | -Convenor |
| 2. Dean, (Research & Development) | -Member |
| 3. Director, IQAC | -Member |
| 4. Head, Department of Pharmaceutical Sciences | -Member |
| 5. Dr. Anju Dhiman (Pharmaceutical) | -Special Invitee |


The Committee gone through the draft MoU received from Haryana State AIDS Control Society, Panchkula. After going through, the relevant documents, the Committee understood that said society has granted a project Awareness regarding importance of HIV testing within 1st trimester among pregnant females to Program Coordinator, Youth Red Cross, M.D.University, Rohtak and for completing this project, MoU is essential.

It is therefore recommended that the MoU between Haryana State AIDS Control Society, Panchkula and Maharshi Dayanand University, Rohtak may be signed.

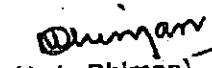
It is further recommended ^{that} before signing, the draft MoU may be vetted by Legal Cell of the University.


(Surendra Kumar)


(Arun Nanda)


(B. Narasimhan)


(Harish Dureja)


(Anju Dhiman)

Non Judicial



**Indian-Non Judicial Stamp
Haryana Government**



Date : 27/03/2024

Certificate No. R0272024C460

GRN No. 114562242



Stamp Duty Paid : ₹ 101
(Rs. Only)

Penalty : ₹ 0

(Rs. Zero Only)

Seller / First Party Detail

Name: Hsacs

H.No/Floor : 00

City/Village : Panchkula

Phone: 90*****99

Sector/Ward : 00

District : Panchkula

LandMark : 00

State : Haryana

Buyer / Second Party Detail

Name : Mdu

H.No/Floor : 00

City/Village : Rohtak

Phone : 90*****99

Sector/Ward : 00

District : Rohtak

LandMark : 00

State : Haryana

Purpose : M O U



**RAMAN
STAMP VENDOR
ROHTAK**

The authenticity of this document can be verified by scanning this QrCode Through smart phone or on the website <https://egrashry.nic.in>

**Memorandum of Understanding No. SACS/___/___/2023-24 for Research study titled
"Assessment of awareness regarding importance of HIV testing within 1st trimester among
pregnant females"**

This Memorandum of Understanding a (hereinafter called the "MoU") is made on the 7th day of the month of November, 2023, between the **HARYANA STATE AIDS PREVENTION SOCIETY, SECTOR-6, PANCHKULA**, hereinafter shall be called as "Client", of the First Part and **MAHARSHI DAYANAND UNIVERSITY, ROHTAK** having its office at Administrative Block, Maharshi Dayanand University, Rohtak - 124001, Haryana of the Second Part.

WHEREAS

(a) The LRI, having represented to the "Client" that she has the required professional skills, personnel and technical resources, has offered to provide in response to the Endst No. HSACS/M&E/2023/22 dated 28.06.2023 to undertake the Research Project on Title "Assessment of awareness regarding importance

Handwritten signatures:
1. *[Signature]*
2. *[Signature]*

- 375 -

of HIV testing within 1st trimester among pregnant females" for operational studies issued by the Client;

- (b) The "Client" has accepted the offer of the LRI to complete the project on the terms and conditions set forth in this MoU.

NOW, THEREFORE, IT IS HEREBY AGREED between the parties as follows:

1. The following documents attached hereto shall be deemed to form an integral part of this MoU:

(a) The areas of Consideration;

(b) The following Appendices:

Appendix A: Terms of Reference for Institution/Organization for Research

Appendix B: Project details

Appendix C: Budget Details

Appendix D: Monitoring and reporting

2. The mutual rights and obligations of the "Client" and Maharshi Dayanand University, Rohtak (LRI) shall be as set forth in the MoU in particular:

(a) Maharshi Dayanand University, Rohtak Haryana shall carry out and complete the project in accordance with the provisions of the MoU and

(b) The "Client" shall bear the responsibility to make payments to the Maharshi Dayanand University (LRI) in accordance with the provisions of the MoU.

IN WITNESS WHEREOF, the Parties hereto have caused this MoU to be signed in their respective names as of the day and year first above written.

Signed by

1. For and on behalf of the 'Client':

The Project Director,

Haryana State AIDS Control Society,

O/o Director General Health Sciences, Sector-6, Panchkula, Haryana

2. For and on behalf of the LRI -

Prof. Gulshan Lal Taneja,

Registrar,

Maharshi Dayanand University, Rohtak Haryana

3. For and on behalf of each of the Members of Maharshi Dayanand University, Rohtak

A. Dr. Anju Dhiman

Principal Investigator,

Professor in Pharmaceutical Sciences & Program Coordinator, Youth Red Cross

Maharshi Dayanand University, Rohtak -124001, Haryana

B. Dr. Asha Sharma

Co-investigator,

Associate Professor in Department of Botany & Youth Red Cross Counselor

Maharshi Dayanand University, Rohtak -124001, Haryana

4. For and on behalf of each of the Members of the PRI -

A. Dr. Ritu Aggarwal

Co-investigator

Professor & In-Charge HIV Lab,

Nodal Officer at State Reference Lab for HIV

Department of Microbiology, PGIMS, Rohtak

B. Dr. Manju Lata

Co-investigator

Professor, M. D.

Department of Biochemistry, PGIMS, Rohtak

C. Dr. Monika Dalal

Co-investigator

Professor, D.N.B.

Department of Obstetrics & Gynecology, PGIMS, Rohtak

In presence of

Witnesses (Signature with Full name, designation and contact details)

(i)

(ii)

Manu Dalal

Dr. Asha Sharma

- 379 -

II. NOW THIS MoU WITNESSETH as follows:

1. AREAS OF COOPERATION (AoC):

1.1 Definitions Unless the context otherwise requires, the following terms whenever used in this MOU have the following meanings:

- a) "LRI" means any private or public entity that will carry out the project for the "Client" under the MoU. Full form is 'Lead Research Institute.'
- b) "MoU" means the Memorandum of Understanding signed by the Parties and all the attached documents listed in its Clause 1, that is this Areas of Cooperation (AoC) and the Appendices.
- c) "Day" means calendar day.
- d) "Effective Date" means the date on which this Contract comes into force and effect pursuant to Clause AoC 2.1.
- e) "Government" means the Government of India
- f) "Local Currency" means Indian Rupees.
- g) "Participating Research Institute(s) or PRI" means any of the entities that make up the joint venture/consortium/association with LRI for the project; and it means all these entities.
- h) "Party" means the "Client" or the LRI, as the case may be, and "Parties" means both of them.
- i) "Personnel" means professionals and support staff provided by the LRIs or by any PRIs and assigned to perform the any part of the project; and any person or entity to whom/which the LRI subcontracts any part of the Services.
- j) "Reimbursable expenses" means all project-related costs [such as human resources, travel, monitoring, report printing, secretarial expenses, subject to specified maximum limits in the Contract].
- k) "Project" means the work to be performed by the LRI pursuant to this Contract, as described in Appendix B hereto.
- l) "In writing" means communicated in written form with proof of receipt.
- m) "Programme" means National AIDS Control Programme

1.1. Notices

- 1.1.1** Any notice, request or consent required or permitted to be given or made pursuant to this MoU shall be in writing. Any such notice, request or consent shall be deemed to have been given or made when delivered in person to an authorized representative of the Party to whom the communication is addressed, or when sent by registered post/Courier/Internet to such Party at the address as specified hereunder

For [Signature] [Signature]

The addresses are

378

- A. Name of the Client:
Project Director, Haryana State AIDS Control Society (HSACS),
O/o Director General Health Sciences, Sector-6, Panchkula, Haryana
Phone No. _____
E-mail id: mediv.sacs@gmail.com

B. Prof. Gulshan Lal Taneja, Registrar,
Maharshi Dayanand University, Rohtak – 124001, Haryana
Phone No. _____
E-mail id: mdu.ac.in

- 1.2 A Party may change its address for notice hereunder by giving the other Party notice in writing of such change to the address specified in the AoC 1.1.1
- 1.3 Location: The Services under the project shall be performed at such locations as are specified in Appendix B hereto and, where the location of a particular task is not so specified, at such locations, as the "Client" may approve.
- 1.4 Authority of LRI: In case the LRI consists of a joint venture/consortium/association of more than one entity, the Members hereafter shall be called as 'Participating Research Institutes or PRIs' hereby authorize the entity specified 'LRI' or the 'lead research Institute' in the AoC 1.1.1 to act on their behalf in exercising all the LRI's rights and obligations towards the "Client" under this MoU, including without limitation the receiving of instructions and payments from the "Client".
- 1.5 Authorized Representatives: Any action required or permitted to be taken, and any document required or permitted to be executed under this MoU by the "Client" or the LRI may be taken or executed by the officials specified in the AOC 1.1.1.

2. COMMENCEMENT, COMPLETION, MODIFICATION AND TERMINATION OF MoU

- 2.1 Effectiveness of MoU: This MoU shall come into force and effect on the date _____ of the "Client's" notice to the LRI instructing the LRI to begin carrying out the Services. This notice shall confirm that the conditions precedent and effectiveness conditions, if any, listed in the AOC have been met.
- 2.2 Termination of MoU for Failure to Become Effective: If this MoU has not become effective within one month time period after the date of the MoU signed by the Parties. Either Party may, by not less than thirty (30) days written notice to the other Party, declare this MoU to be null and void, and in the event of such a declaration by either Party, neither Party shall have any claim against the other Party with respect hereto.

Law Gulshan

Q. ai

29-379

2.3 Commencement of Services under project: The LRI shall begin carrying out the Services not later than fourteen (14) days after the Effective Date specified in the AOC 2.1

2.4 Expiration of Contract: Unless terminated earlier pursuant to Clause AOC 2.7 hereof, this MoU shall expire at the end of such time period after the Effective Date as specified hereunder

2.4.1 The time period shall be 4 months from the date of commencement of services. However for Technical Closure as per the deliverables and financial closure the duration shall be 6 months.

2.4.2 The provision of extension of the project and the period shall be based on the decision taken by the Client in this regards.

2.4.3 Client reserves the right to make any additions/deletions/modifications to the terms of reference during the MoU period as deemed fit in the interest of the programme and may extend/reduce the programme as required.

2.5 Entire Agreement: This Contract contains all covenants, stipulations and provisions agreed by the Parties. No agent or representative of either Party has authority to make, and the Parties shall not be bound by or be liable for, any other statement, representation, promise or agreement not set forth herein.

2.6 Modifications or Variations:

- a) Any modification or variation of the terms and conditions of this MoU, including any modification or variation of the scope of the project, may only be made by written agreement between the Parties. Pursuant to Clause AOC 5.1 here of, however, each Party shall give due consideration to any proposals for modification or variation made by the other Party.
- b) In cases of substantial modifications or variations, the prior written consent of the Client is essential.

2.7 Termination

2.7.1.1 By the "Client": The "Client" may terminate this MoU in case of the occurrence of any of the events specified in paragraphs (a) through (h) of this Clause AOC 2.7.1.1.

(a) If the LRI fails to maintain the quality of research as envisaged under this Areas of co-operations. Regular periodic review of the progress and quality of the research will be undertaken through mechanisms specified by the SACS and issues related to quality of research will be communicated in writing.

(b) If the "Client", in its sole discretion and for any reason whatsoever, decides to terminate this MoU.

2.7.1.2 In such an occurrence the "Client" shall give a not less than thirty (30) days' written notice of termination to the LRIs,

2.7.2 By the LRI: The LRI may terminate this MoU, by not less than thirty (30) days' written notice to the "Client",

3. OBLIGATIONS OF THE LRI

3.1 General

3.1.1 Standard of Performance: The LRI shall conduct the project and carry out their obligations hereunder with all due diligence, efficiency and economy, in accordance with generally accepted professional and ethical standards and practices, and shall observe sound management practices, and employ appropriate

Handwritten signatures:
Ravi Kumar
Gai

- 380 -

3.1.6 Confidentiality: Except with the prior written consent of the "Client", the LRI and the Personnel shall not at any time communicate to any person or entity any confidential information acquired in the course of the project, nor shall the LRI and its Personnel make public the recommendations formulated in the course of, or as a result of, the project without informing and taking proper permission in writing of Client: The data/ information/ material to which the LRI is provided access to under the contract, shall be used only for the purpose of the assignment under this MoU. It shall not be used for any purpose beyond the scope of the MoU. The data/ information/ material shall not be shared with any one, nor published without prior permission from the Client. The outcomes from the project under the MoU, interim or final, in the form of technical analytic outputs, conclusions, scientific articles, papers, presentations, abstracts, or in any other form shall not be published /presented without prior permission from the Client, even after the termination of the MoU. All the data files, analysis papers, reports and any other technical output generated as a part of this project shall be submitted to the Client at the end of the MoU.

3.3 LRI's Actions Requiring Client's Prior Approval: The LRI shall obtain the Client's prior approval in writing before taking any of the following actions:

b) Any change or addition to the Appendix B and or Appendix C under project

7

have ~~running~~

Li ai

- 381 -

3.5 Documents Prepared by the LRI to be the Property of the "Client": All data, reports, other documents and software prepared by the LRI for the "Client" under this MoU shall become and remain the property of the "Client", and the LRI shall, not later than upon termination or expiration of this MoU, deliver all such documents to the "Client", together. The LRI may retain a copy of such documents, but shall not use anywhere, nor publish anything based on such documents or analysis, without taking permission, in writing, from the Client and the Client reserves right to grant or deny any such request.

3.6 Equipment, Vehicles and Materials Furnished by the "Client": Equipment, vehicles and materials made available to the LRI by the "Client", or purchased by the LRI wholly or partly with funds provided by the "Client", shall be the property of the "Client" and shall be marked accordingly. Upon termination or expiration of this Contract, the LRI shall make available to the "Client" an inventory of such equipment, vehicles and materials and shall dispose of such equipment and materials in accordance with the "Client"'s instructions.

3.7 Equipment and Materials Provided by the LRIs: Equipment or materials Provided by the Client and used either for the Project or personal use shall remain the property of the Client, as applicable.

4. OBLIGATIONS OF THE "CLIENT"

4.1 Assistance and Exemptions : The "Client" shall use its best efforts to ensure that the Government shall:

(a) Provide the LRI, PRIs and Personnel with authorization letters, data and such other documents as shall be necessary to enable the LRI, PRIs or Personnel to conduct the activities specified Appendix B of this MoU.

(b) Issue to officials, agents and representatives of the Government all such instructions as may be necessary or appropriate to conduct the activities specified Appendix B of this MoU.

4.2 Services, Facilities of the "Client": (a) The "Client" shall make available to the LRI and its Personnel, the services, facilities and property described in Appendix B at the times and in the manner specified in said Appendix B.

5. PAYMENTS TO THE LRI

5.1 Total Cost of the Project

a) The total cost of the project payable is set forth in Appendix C as per the LRI's proposal to the Client and as negotiated thereafter.

b) Except as may be otherwise agreed under Clause AOC 2.6 payments under this Contract shall not exceed the amount specified in Appendix C.

5.2 Currency of Payment: All payments shall be made in Indian Rupees.

5.3 Terms of Payment The payments in respect of the Services shall be made as follows:

Lawson

Elvir

- (a) The LRI shall submit the invoice for payment when the payment is due as per the agreed terms. The payment shall be released as per the services related milestones achieved and as per the specified percentage as specified hereunder :

Payments shall be made promptly by the Client, but in no case later than Ninety 90 days after submission of claim by the LRI. The MoU payment will be made based on milestones indicated for each activity as specified hereunder:

First payment:

Milestone : On signing of the MoU by both the parties

Payment 40% of the MoU value as advance on signing of the MoU.

Thereafter:

Milestone : Submission and approval of interim report

Payment 40% of the MoU value as approval of interim report.

Final payment

Milestone : Submission and approval of final report

Payment 20% of the MoU value as approval of final report.

- (b) Final Payment: The final payment as specified in shall be made only after the final report and a final statement, identified as such, shall have been submitted by the LRI and approved as satisfactory by the "Client".
- (c) If the deliverables submitted by the LRI are not acceptable to the Client, reasons for such non-acceptance should be recorded in writing; the Client shall not release the payment due to the LRI. In such case, the payment will be released to the LRI only after it re-submits the deliverable and which is accepted by the Client.
- (d) All payments under this MoU shall be made to the accounts of the LRI.
- (e) In case of early termination of the MoU, the payment shall be made to the LRI as mentioned here with: Assessment should be made about work done from the previous milestone, for which the payment is made or to be made till the date of the termination. The LRI shall provide the details of persons reasonably worked during this period with supporting documents. Based on such details, the remuneration shall be calculated based on the man month rate as specified.
- (f) A reasonable assessment of the reimbursable and miscellaneous expenses shall be made based on details furnished by the LRI in this regard with supporting documents and based on the assessment of the work done and the respective rates as provided.


Law naurjan

Qian

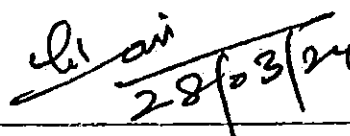
WITNESS WHEREOF, the Parties hereto have caused this Contract to be signed in their respective names as of the day and year first above written.

Signed by

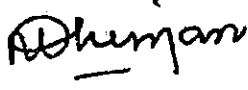

1. For and on behalf of the 'Client':

The Project Director, Haryana State AIDS Control Society (HSACS), O/o Director General Health Services, Sector-6, Panchkula - 134109, Haryana	Signature 
--	---

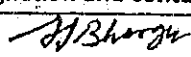

2. For and on behalf of the LRI -



Prof. Gulshan Lal Taneja, Registrar, Maharshi Dayanand University, Rohtak - 124001, Haryana	Signature 
--	---

3. For and on behalf of each of the Members of the LRI.

A. Dr. Anju Dhiman Principal Investigator, Professor, Department of Pharmaceutical Sciences, Maharshi Dayanand University, Rohtak - 124001 Haryana	
B. Dr. Asha Sharma Co-Investigator, Associate Professor, Department of Botany, Maharshi Dayanand University, Rohtak - 124001 Haryana	

In presence of Witnesses (Signature with Full name, designation and contact details)

i)	 SS Bhargava, Asst. Regr (Acad) MDU 9466475732
ii)	 (Dr. Anur Singh Dhall) OSD (RU) 9813023738

TERMS OF REFERENCE FOR INSTITUTION/ORGANISATION FOR RESEARCH

Background:

The acquired immunological deficiency syndrome (AIDS), caused by the human immunodeficiency virus (HIV), is deadly and has had a devastating impact on public health globally. In U.S. alone, where the first case of AIDS was recognized in 1981, the most recent statistics reported that in 2019 about 700,000 people died of AIDS and 1.1 million people are presently living with HIV. For the past four decades, ground-breaking scientific advances have led to great progresses via epidemiologic studies, clinical trials, and implementation projects in HIV/AIDS research such as developing highly efficacious therapeutic regimens, a inventing effective prevention tools etc. Along with these progresses, novel statistical methods and theory have played pivotal roles and has been applied to almost every aspect of the HIV/AIDS research.

Nowadays, as HIV/AIDS have become more manageable, ending HIV/AIDS as a global pandemic is no longer inconceivable. Key factors leading to such an optimism are the broad use of highly effective combination antiretroviral therapy (cART) for treatment and pre-exposure prophylaxis (PrEP), in addition to screening of blood product, condom use, and voluntary medical male circumcision. Nevertheless, to realize the optimism still faces a daunting reality and there is much yet to be done, e.g., developing efficacious vaccine and strengthening implementation programs, awareness programs etc. However, a methodological challenge exists as in case of pregnant women in India, who are not diagnosed tend to be "hidden" and hence are not directly observable. The dissemination of accurate knowledge among them would immensely spread awareness and help in reducing the risk of HIV/AIDS

Objectives of the study:

Objectives:

- a. Assessment of the awareness regarding importance of HIV testing in 1st trimester women through a questionnaire & its statistical analysis thereof
- b. Awareness program related activity for preventive measures against HIV/AIDS
- c. Post awareness program/ study to know the attitude of women in first trimester towards HIV and AIDS and to minimize the risk and improve knowledge about the disease

Methodology:

Women in their 1st trimester of pregnancy will be interviewed regarding HIV and some awareness questions about AIDS.

Awareness on protection measures to be taken:

To eliminate the chances of sexual transmission of HIV and reduce the risk of transmission, major modes of transmission of HIV infection will be discussed such as blood transfusion, organ transplantation, use of contaminated needles and syringes, unsafe sexual practices, vertical transmission from mother to baby, and through breast feeding.

-385-

Post awareness program/ study:

Post awareness study would be carried out to know the attitude of women in first trimester towards HIV and AIDS and to minimize the risk and improve knowledge about the disease.

The data will be analyzed using statistical software and the quantitative data would be expressed in terms of numbers and percentages.

Significance / outcome of the proposed project:

As there is a dire need to increase awareness of HIV and MTCT (mother to child transfer) among target population due to the absence of an effective vaccine and cure, more emphasis is required to be given on health education through awareness campaigns and promotion of voluntary counseling and testing for prevention of MTCT of HIV infection.

Women would be educated during their antenatal period in order to increase overall knowledge, attitude and practice regarding MTCT and its prevention.

Daumans *Li ai*

han

Justification Table (Complete budget break up and justification objective wise)

Designation/ Activity	Sub activities	Cost break up	Study Budget/ Total Cost (in Rs.)
Study Lead (1)	Time to be provided by PI for giving the technical guidance to achieve the project outcomes.	Not Applicable	----
Co-Principal Investigators (Co-PIs)	Organization and supervision of project activities	Not Applicable	----
Research Officer (1)	To support the development of research tools including data collection, report compilation etc.	To be deputed as per HSACS norms	15,000
Field investigator	Data collection and survey	Mr. M.C. Dhiman	12,000
Data Entry Operator (1)	Data entry & report writing	Mr. Jitender	10,000
Orientation cum training	Awareness program will be held at M.D. University and PGIMS Rohtak	-----	10,000
Data collection (local travel/ stay incl. between districts)	(For field survey, outreach activity and awareness program at Rohtak District)	----	40,000
No out of State expenditure permissible			
Miscellaneous (printing, stationary)	As per actual to support the training, data collection and report writing	----	3,000
Printing of final report	As per actual based on number of reports to be prepared & publication cost	----	5,000
Dissemination	Based on the plan of dissemination in discussion with HSACS point person	----	5,000
Total (in Rs.)			1,00,000
		10% Overheads	Rs. 10000
		Total cost	Rs. 1,10,000

Grand Total INR 1,10,000, (In words - Rupees One lakh Ten Thousand only)

Note: The book keeping of project would be maintained by Principal investigator as per M.D. University norms.

Handwritten signature

Handwritten signature

Handwritten signature

-387-

APPENDIX D

MONITORING AND REPORTING

Reporting will be an integral component of the project. It will enable programme managers to monitor the expected outputs and outcomes associated with the project.

Progress Report / Statistics

- i) Quarterly progress report as per NACO format
- ii) Draft progress report and data analysis
- iii) Final report submission

Progress report shall be evaluated by State/ district AIDS Control Society and concerned programme divisions at SACS and NACO SI-R&E Division

manjara

Li ai

kan

-388-

APPENDIX E

**NATIONAL AIDS CONTROL ORGANISATION & SACS/ DISTRICT AIDS CONTROL
SOCIETY**

(Strategic Information - Research and Evaluation)

Performa for Progress Report

SECTION A: ADMINISTRATIVE DETAILS

Code No of Project	
Title of the Project (<i>as per the contract</i>)	
Source of Funding	
Date of Commencement of the Project (<i>as per the contract</i>)	
Duration of the Project (<i>as per the contract</i>)	
Period of Report (<i>mention the date/month/year</i>)	
Name and Address of Lead Research Institute (LRI)	
Name, Designation and contact details of the Principal Investigator of the project	

SECTION B: PROJECT DETAILS

—389—

1. Introduction
2. Objectives
3. Application of the work in the context of priorities of current phase of NACP
4. Detailed report about the research work done during the above-mentioned period. This should include selection of the subjects, sample size, detailed methodology, statistical methods used, tools, qualitative assurance, quantitative results of research presented in Table(s)/Figure(s), discussion and conclusions drawn (separate sheets should be attached), timeline:
5. Serious Adverse Events reported and documented, if any
6. Expenditure of the Released Budget with detailed break-up and full justification:
 - i. Staff
 - ii. Contingencies
 - Recurring
 - Non-recurring (equipment, etc.)
 - Travel
 - iii. Overhead charges
7. Plan of work for the nextmonth/year (separate sheet may be attached):
8. Research papers published/accepted for publication/communicated for publication (Details of authors, title, journal, volume, page number and reprints of published papers/preprints of accepted papers/and manuscripts papers must be sent):

[Signature]

Handwritten signature

Format for Data Request

Name and Address of the Individual/Institute/Agency Requesting – NACP Data/ Access to NACP data for programme/IT related work: _____

Purpose:

- I. Planning new programme
- II. Program management / evaluation
- III. National Data Analysis Plan
- IV. Research
- V. Surveillance
- VI. Information Technology (IT) – New application development, existing application data base and source codes maintenance, sharing of IT resources, etc at NACO.
- VII. Others (Please specify) -----

Whether protocol of the study/proposal is enclosed: Yes / No

Details of data request (Explain how the requested data would be used):

Define the data requirement

- I. Component on which information required:
- II. Geographical area:
- III. Time period:
- IV. Level of data –Aggregate/ individual level:
- V. Indicators/ Variables required (complete list with details):
- VI. Any disaggregation required:

Date:

Signature:

Name & Designation:

Institution:

Sanjiv Kumar
28/03/24

-39/-
Format for Undertaking

I/We _____ (Name), working as _____
 _____ (Designation), in _____
 _____ (Complete Name and Address of Institution/
 Organisation), am/are involved in the study titled " _____"
 _____ from _____
 _____ to _____ (time period).

I hereby declare that the data that I am provided access to, under the above- mentioned study/ analysis will be used only for the purpose of the work mentioned hereinabove and only in the manner that National AIDS Control Organisation (NACO) authorizes and permits. I expressly acknowledge and agree that without prejudice to all the available legal remedies, I am also liable to administrative action in case the data is used for any purpose beyond the scope of this study. I will not share the data with any one, or publish the research data without prior written consent/permission from NACO and shall maintain the confidentiality of all Confidential Information. I shall submit a copy of all the data files, analysis papers and reports generated as a part of this analysis work to NACO at the end of the study/analysis. Any publication out of this analysis will have prior NACO review. Any publication, document, and/or paper arising out of this analysis will be jointly owned.

Date: _____	Signature: _____ Name & Designation: _____ Institution: _____
Contact Details: _____	
Mobile Number: _____	Telephone Number: _____
Email: _____	
(Signature of the Head of Institution/Organisation)	
Name of the Head of Institution/Organisation: _____	
Official Seal: _____	
Date: _____	
Place: _____	

Handwritten signature
 28/03/24

Handwritten signature