

# MEMORANDUM OF UNDERSTANDING

between

COMMUNITY WORLD SERVICE ASIA



and

DEPARTMENT OF SOCIAL WORK  
UNIVERSITY OF THE PUNJAB, LAHORE



**Memorandum of Understanding**  
between  
**COMMUNITY WORLD SERVICE ASIA**  
and  
**DEPARTMENT OF SOCIAL WORK**  
**UNIVERSITY OF THE PUNJAB, LAHORE**

This MOU dated **June 18, 2021** is signed in partnership with the Department of Social Work, University of the Punjab, Lahore to facilitate collaborative initiatives of planning, learning, development and expansion which include capacity enhancement, training, curriculum revision/development, institutional development, academic information sharing and knowledge exchange.

### **1. INTRODUCTION**

The Government of Pakistan is putting a lot of effort in improving the higher education system in the country. There is growing recognition for the need to change how the next generation of professionals and leaders will be educated and equipped with updated skills and techniques to act in a complex and rapidly changing world.

As a nation, we have to exert tremendous efforts on improving quality and ensuring the relevance of higher education. It is imperative to adopt an integrated approach and find how theory and practice can be interwoven. For this, there is a need to explore opportunities for collaboration and partnerships amongst the academia, the corporate and the not-for-profit sector for mutual learning and expansion. The social sector industry needs skilled and well-informed individuals. On the other hand, academia can provide an independent and robust knowledge base to develop collective wisdom.

Partnerships of the social sector industry and Universities cultivate innovations in different fields which are driven by real-world concerns and provide direct 'problem solving' elements to academic subjects as well. This can be achieved through greater exposure of academia personnel to the humanitarian and development sector. Another key area of engagement could be constant interaction of development practitioners and humanitarian professionals with academia as guest speakers or visiting faculty. It will enable academia to integrate skill-based knowledge and to reflect the current dynamics of the sector into the existing programs.

### **2. MOU TIMEFRAME**

This MOU shall enter force for a period of three (3) years, starting from **June 18, 2021** and shall end on **June 17, 2024**. In agreement of both parties, this MOU may be further renewed.

Any pledge to extend or renew this MOU will be valid only if it is in writing, mutually agreed and duly signed by the respective parties.

### **3. ABOUT COLLABORATING PARTNERS**

#### **COMMUNITY WORLD SERVICE ASIA**

Community World Service Asia is a humanitarian and development organization, registered in Pakistan, headquartered in Karachi. We aim to address the factors that divide people by promoting inclusiveness, shared values, diversity, and interdependence. Respecting the right to choose how to live, we work with marginalized communities to overcome the impacts of inequalities and lead peaceful, dignified and resilient lives.



As a national non-governmental organization, we continue to partner with a growing number of governments, multilateral organizations, international professional networks and a host of national, local and international NGOs. Our organization is comprised of a committed governing board and a diverse team who work through a robust accountability framework while maintaining strong relationships with communities and partners.

Our focus areas include Emergencies; Climate Action and Risk Reduction; Education; Health; Livelihoods; Water, Sanitation & Hygiene; and Quality and Accountability. We engage in the self-implementation of projects, cooperation through partners, and the provision of capacity enhancement training and resources at the national, regional and global levels.

### **UNIVERSITY OF THE PUNJAB, LAHORE**

Established in 1882 at Lahore, the University of the Punjab is the largest and the oldest seat of higher learning in Pakistan. It was the first to be established in the sub-continent in Muslim majority area. Located in the historical and culturally alive city of Lahore, this University has played a leading role in higher education in the country. The University strives to provide a conducive environment for the pursuit of the academic activities. On account of its quality degrees, pleasant environment and low tuition fees the University remains the institution of first choice for admission seeking students.

Allama Iqbal Campus, named after the great South Asian thinker and mystic poet, with Islamic architectural design is in the middle of the bustling city of Lahore. Quaid-i-Azam Campus, after the name of the father of the Nation, is located 12 kilometers to the South of Allama Iqbal Campus. Spread over an area of 1800 acres of lush green landscape, this campus is the centre of academic and administrative activities of the University. A canal dividing the academic blocks from the student lodgings and adds to the beauty of the campus.

The University has also a summer campus at Khanaspur, located at a height of about 7,000 ft. in the Himalayan range near Ayubia. This Campus, in addition to providing research facilities, is also used as a recreational centre for the faculty and the students. The University has also started Sub-Campuses at Gujranwala and Jhelum, with four disciplines i.e. Business Administration, Commerce, Law and Information Technology. Few more disciplines will be added in near future. The University comprises of 5 Campuses, 13 Faculties, 10 Constituent Colleges, over 73 Departments, Centres, Institutes, and 658 affiliated colleges. It has 1006 full time and 300 part time faculty members involved in teaching/research and 45,678 on campus students. (27,907 Morning Students, 16,552 Evening Students and 1,219 Diploma Students).

### **DEPARTMENT OF SOCIAL WORK**

The Social Work discipline has gained great significance in the field of social sciences specifically in today's complex era which truly calls for societies based on principles of social welfare services. The discipline and philosophy of social work believes in the core values of service, social justice, dignity and worth of person, Importance of human relationships, integrity, and competence.

As an oldest seat of learning of social work education in Pakistan, the Department of Social Work University of the Punjab was established in 1954 with the assistance provided by United Nations. Since then, this Department has produced great professional social workers who have served not only in Pakistan but abroad in renowned organization including UNO and has brought fame and pride to nation.

The Department truly emphasizes on the adequacy and relevance of the education and training of social work education in a manner which ultimately help students to execute their mandates and roles in society.

The main objective of Social Work education in the Pakistan is to provide qualified Social Workers, equipped with basic skills, capable to plan, execute and evaluate knowledge and skills in the social development and welfare programmes in both public and private sectors.



#### 4. PARTNERSHIP OVERVIEW

Community World Service Asia believes that young people have a crucial role to play in building a greater and prosperous Pakistan with equal opportunities for all. We recognize that education is an indispensable tool in equipping them to meet the challenges of their career development and professional growth. Considering this, the universities have a unique role to shape the character and develop the abilities of these emerging professionals. To fulfill this important responsibility, Community World Service Asia aims to facilitate universities in Pakistan by designing a range of innovative educational services (Semester-long and Short Courses with practical exposure) to enhance the interest, knowledge, and skills of students. The possible areas of collaboration include the following:

- Quality and Accountability
- Emergencies
- Climate Action and Risk Reduction
- Accreditation/Association of social workers
- Equality, Inclusion and Participation
- Education
- Social Work Research
- Social Work Entrepreneurship

Both parties may include or exclude the areas of cooperation as per their requirements and convenience with mutual consent.

By signing this MOU with Department of Social Work, University of the Punjab, Community World Service Asia will endeavor to provide services in mutual agreement from a range of subject areas as stated below:

1. Organize joint thematic sessions, training(s) and short course(s) for young professionals on emerging themes related to work for development and humanitarian sector.
2. Leadership and technical skill enhancement training workshops to equip students with the knowledge and skills to be active leaders and voice for their peers and communities.
3. Joint consultation meetings between the partner organization and with other stakeholders jointly for course revision, development of new programs and joint trainings.
4. Support to partner departments in joint program development, course design and to incorporate up-to-date knowledge into existing curricula/courses or provide resources to strengthen practical aspects of the courses. Possible subjects include, but are not limited to, international standards of Quality and Accountability for humanitarian response, project management, humanitarian leadership, community development, social risk management, climate actions, accreditation of social workers, social work research, social work entrepreneurship, etc.
5. Workshops for future development and humanitarian professionals to orient them on the technical knowledge and skills related to the job sector. Topics of the training(s) are flexible and will be finalized in consultation with the partner university (it may include topics on the role of the not-for-profit sector; current development issues; social legislation; ethical and moral responsibilities of CSOs etc.)
6. Provision of internship opportunities (subject to availability) for students who wish to gain practical insight and experience of humanitarian and/or development work in Pakistan.
7. Knowledge exchange opportunities for faculty members who are involved in teaching and training related to development, including exposure visits and consultations with development professionals to explore agreed topics based on priorities identified by the faculty (subject to budget and provisions).
8. Sessions for Community World Service staff by academia when required (subject to availability and prior approvals from competent authority)



9. Support Community World Service Asia in designing training and programs by providing technical inputs when and where relevant (subject to availability and prior approvals from competent authority)
10. Joint program development for strengthening the partnership (with prior approvals from competent authority)
11. Any other learning opportunities which enhance the partnership for both parties may be considered.

This strategic alliance will benefit the aims and objectives of both institutions.

#### **5. COMMUNITY WORLD SERVICE ASIA RESPONSIBILITIES**

The Organization would be undertaking the following responsibilities:

1. Help develop, for credit (with prior approval of credit transfer policy), thematic and programmatic outlines of all sessions, workshops and training in consultation with the partner department. This will include a simple need assessment through consultations with the faculty members.
2. Conduct all session, workshop and training including preparation (including identification of resource persons in consultation with the University), facilitation, provision of necessary materials and logistic arrangements. These events may be campus-based, off-campus, or residential according to the needs of the activity (with prior approvals from competent authority specifically about financial arrangements).
3. Facilitate students/youth to engage in extra-curricular activities in support of their skill and knowledge development in lines with the organization's planned initiatives.
4. Coordinate and communicate closely with the focal persons of the University to reflect their needs on the activities as much as possible.

#### **6. DEPARTMENT OF SOCIAL WORK, UNIVERSITY OF THE PUNJAB RESPONSIBILITIES**

Community World Service Asia will expect the following support from the university:

1. Over-all administrative and institutional support of the activities mentioned above.
2. Designation of one or two focal person(s) from the faculty with whom the organization and participating students can liaise to ensure the optimal realization of the partnership activities and effective cooperation with respect to the needs of the university and CWSA.
3. Provision of support in venue availability and utilization of official university halls for capacity enhancement activities, as far as is possible and in cooperation with the participating students (subject to availability and prior approvals from competent authority)
4. Fostering an encouraging and facilitative environment for students to be actively involved and engaged with capacity building initiatives. The successful participants (students/faculty members) may be awarded certificates. This will help in building the interest of both the students and relevant faculty member(s) in these training/sessions.

#### **7. TERMINATION POLICY**

Unless terminated in advance, this MOU shall terminate automatically on the completion date without prior notice from any party. It can also be terminated by either party upon a two-month written notification to the other institution/organization.

The MoU can furthermore be terminated on just grounds with immediate effect and without advance notice in event of breach of terms laid out in this MOU, or any other behavior, which may discredit either institution/organization.



## 8. GENERAL TERMS & CONDITIONS:

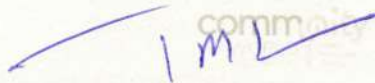
1. Community World Service Asia and PU will not be liable for any claim, debt, damages or demand arising out of the scope of this agreement.
2. For any additional project(s) or mutually agreed joint activities, specific Terms of Reference (ToR) will be developed. The TOR will clearly mention plan for the transfer of information, knowledge sharing, property rights, budget allocation, activity plan and time frame for completion of any mutually agreed project(s)/program(s).
3. Community World Service Asia will facilitate the students from the partner institution for short term internship(s) and field placement(s) respectively, subject to a mutually agreed plan, timeframe and available resources.
4. For conditions not covered under this MOU or for the problems that arise, both parties agree to refrain from unilateral action and to consult and negotiate for a mutually agreeable decision.
5. Both the institutions will promote equality of individuals involved or affected by the program(s), and will not discriminate on the basis of race, sex, color, ethnicity, religion or nationality.
6. In case of controversy arising out or relating to the present agreement, the parties agree to undertake all efforts to find an adequate settlement before instituting any legal procedures.

## 10. AMMENDMENTS:

Any amendment to the present MoU shall be drawn up in writing with the mutual consent.

## Signed in Agreement

### COMMUNITY WORLD SERVICE ASIA



**Brig. Tariq Aslam (Retd.)**  
Head of External Affairs

Date 18-6-, 2021

### UNIVERSITY OF THE PUNJAB



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

Date 18-6-, 2021

### Quality and Accountability (CWSA)



**Mr. Khurram Saeed**  
Program Coordinator

### Department of Social Work



**Prof. Dr. Syeda Mahnaz Hassan**  
Chairperson