



Right to Information Commission Khyber Pakhtunkhwa



Memorandum of Understanding between Khyber Pukhtunkhwa Right to Information Commission and Centre for Governance and Public accountability (CGPA)

The Khyber Pakhtunkhwa Right to Information commission (Hereinafter referred to as the first party) and the Centre for Governance and Public Accountability (Hereinafter referred to as the second party) have reached a mutual understanding to Improve Citizens' Rights to Information in Khyber Pukhtunkhwa.

To give this mutual understanding a formal shape, the parties hereby agree to sign the following Memorandum of Understanding (MOU):-

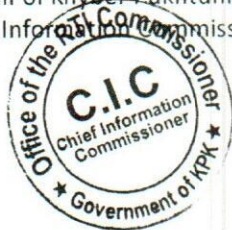
1. Strengthening RTI Help desk in KP RTI Commission through
 - 1.1. The second party will provide two trained Help Desk Facilitators for RTI Help Desk in KP RTI Commission and will be responsible for their monthly salary as prescribed in their contract.
 - 1.2. Advertise RTI Help Desk through print, electronic, cellular, theaters, awareness sessions, and trainings by the second party throughout the Khyber Pukhtunkhwa province. The communication specialist based at CGPA office will be responsible for managing this component of the project.
 - 1.3. Provision of continuous facilitation to citizens through toll free number and dedicated email address.
 - 1.4. Facilitation of citizens to file online information requests through KP RTI services portal http://kp.gov.pk/kp_rti
 - 1.5. Compiling and sharing monthly progress report/call logs of RTI help Desk
2. The second party will bear the expenses of Toll Free Helpline billing charges for the project period (Feb 15.2016 – Jan 31.2017).
3. 150 PIOs from Peshawar Secretariat and Peshawar District departments will be trained by the second party on the role and responsibilities of PIOs while responding to information request, proactive disclosure of information and relationship of PIOs vs-a-vis information commission.
4. The 1st party will provide list of 150 PIOs from provincial secretariat and Peshawar District departments for the said training.
5. Training follow up and support in implementation of participants' post training action plan by both the parties
6. The second party will install automatic complaint tracking system in the KP RTI Commission help desk to track complaints through bar code and online complaint management system
7. In consultation with 1st party, the second party will train 100 local government elected representatives on KP RTI law in Peshawar.



8. The staff appointed by the 2nd party in consultation with the first party will be responsible to observe the HR, financial and other rules regulations of the 2nd party and will also be responsible to attend the progress review meetings of the 2nd party.
9. The staff appointed by the 2nd party will be responsible to observe the administrative instructions of the first party during their stay at RTIC.
10. The staff appointed by the 2nd party will be purely on contract basis and neither party will be bound to regularize their services.
11. The second party shall have the right to discontinue the services of the hired staff through one month prior notice, if there is any financial constraints.
12. In consultation with the 1st party, the 2nd party shall have the right to dispense with the services of the staff without any notice if it is not satisfied with the performance of the hired staff.

Sahibzada Mohammad Khalid

(Sahibzada Mohammad Khalid)
Chief Information Commissioner
On behalf of Khyber Pukhtunkhwa
Right to Information Commission



Witness-1

Name: Asdudd

Designation: Program Manager
CPA.
FEB. 25/2016

Mohammad Anwar

(Mohammad Anwar)
Executive Director
on behalf of
Centre for Governance and Public Accountability



FEB. 25/2016

Witness-2

Haasan Ali

Name: HAASAN Ali

Designation: Assist. Communication
RTI Commission KP