

Affidavit



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District : Faridabad

State : Haryana

Phone : 95*****82



Purpose : Agreement to be submitted at Agreement

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MEMORANDUM OF UNDERSTANDING

Between

**Translational Health Science and Technology Institute and Department of Biotechnology,
Ministry of Science & Technology, Government of India for 2019-2020**

This Memorandum of Understanding (MoU) is being signed by and between;
The First Party, Department of Biotechnology, Ministry of Science & Technology, Government of India (hereafter referred to as DBT)

AND

The Second Party, Translational Health Science and Technology Institute (THSTI) (hereafter referred to as the Institution)

with the objective to measure the performance of the Institution on key selected parameters against the targets set so as to improve the performance on the critical parameters of the organization.

This MoU has been structured into five parts:

Part I: Mission, Vision and Objectives

Part II: Exercise of Enhance Autonomy and Delegation of Financial Powers Part III: Performance Evaluation Parameters and Targets

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Part IV: Facilitation / Assistance from Ministry of S&T

Part V: Action Plan for Implementation and Monitoring of the MoU

PART I. MISSION, VISION AND OBJECTIVES

1. Mission Translating of science generated knowledge and platform technologies into products for public health system and for defined patient groups. To pursue grand challenges in public health related to affordable technologies through group excellence.
2. Vision initial focus on infectious diseases, to extend to cover chronic diseases.
3. Objectives
 1. To support and create a network of scientific collaboration and research resource centres, to provide seed funds for novel translational work facilitated by a separate evaluation process. The research resource centres shall be given core support.
 2. To develop de novo or by acquisition of early leads generated by others, new or improved vaccines, adjuvants, bio-therapeutic products, bio-diagnostics and biomarkers, nutraceuticals, delivery systems for drugs and vaccines and cell based technologies.
 3. To identify technologies that are relevant to primary, secondary and tertiary healthcare irrespective of the source of development, optimize them and facilitate their diffusion. Support would be provided for scale-up validation and commercialization of the relevant technologies developed by other institutions and Small Medium Enterprises (SMEs) and _ internationally developed technologies provided the technology is licensed to an Indian company with whom the institute can partner.
 4. To make 20% of the institute's lab space accessible to the researchers of small and medium companies on a user charge basis and to other extramural scientists but for translational purpose. These facilities maybe in terms of developing novel and validated assays for product evaluation, clinical trial design and coordination, regulatory and Intellectual Property Rights (IPR) support, product design and refinement services access to platform technologies i.e. genomics, proteomics, imaging, nuclear magnetic resonance, chemical and molecular libraries, biosafety level III and others.
 5. To co-ordinate inter-institutional translational research such as cohort and molecular ecology studies for understanding the molecular mechanisms of disease. The knowledge generated by the studies will complement the technology development process and development of interventions.
 6. To develop a centralized core equipment facility to be available on user charge basis to other institutes and SMEs.
 7. To achieve the above, to recruit a unique faculty with basic scientists, technologists, physicians, researchers, engineers, statisticians, bio-informaticians to work under one roof.
 8. To set up a unit for developing policies related to Health Science Technologies, identify needs, facilitate conceptualization and design of new technologies and products. This unit will create ready to use ideas and grand challenges for Council of Scientific and Industrial Research (CSIR) labs, Indian Council of Medical Research

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(ICMR), Department of Science and Technology (DST), SMEs and for programmes of Department of Biotechnology (DBT) and its autonomous Institutions. The unit will be funded from the budget of the translational centre but be manned only by contract appointees.

9. Education and Training: To initiate Masters/Fellowships / Diploma courses in Translational Health Science, interdisciplinary PhD and Post- Doctoral programmes in association with other participating institutions for physician scientists, short term training for SME and other professionals in product development, in regulation and IPR management and to support the activity in other medical schools in India.
10. To provide platforms for active interaction among scientists, health specialists, technologists and entrepreneurs both nationally and internationally.

PART II. EXERCISE OF ENHANCED AUTONOMY AND DELEGATION OF FINANCIAL POWERS

1. All powers delegate to autonomous institutes will be exercised as per various rules and orders issued/notified from time to time
2. Signing of any understanding / MoU by the Institution with any other party including similar organizations abroad would be informed to the DBT and if such an understanding / MoU entails any financial liability, over and above the grants provided by the DBT through sanction of yearly budget under various heads, on Government of India, then approval of DBT will be taken before such signing.
3. The user charges/ sources of internal revenue generation will be reviewed by the Governing Body of the Institution at least once a year. This exercise should be completed before October, 2019, the time by which the process for Union Annual Budget for 2020-21 is started by the Ministry/Govt. of India. The rates of user charges/fee shall be as per rates adopted by the Governing Body from time to time.
4. The Government support for implementation of revised pay scales will be given, but the Institute will give full justification for it. The revised pay scales will be implemented only after specific orders of DBT/ Government of India in this regard.
5. The Institution shall follow the General Financial Rules 2017 issued by Department of Expenditure, Ministry of Finance, and Government of India in all its financial transactions, including procurement of goods and services.
6. The Institution shall adopt the Public Financial Management System (PFMS) for receipt of all funds from DBT/Government of India and make all payments through the PFMS to the last mile as far as possible.
7. The Institution shall send to the DBT any information required by it to satisfy any requirement related to Parliamentary Matter, RTI, Public Grievances or inputs to policy decision to be taken by the DBT within the time specified by the Ministry.

PART III. PERFORMANCE EVALUATION PARAMETERS AND TARGETS 2018-19

1. In fulfillment of its obligations under the MoU, the Institution undertakes to achieve certain levels of performance for the year 2019-20. The performance will be evaluated using the criteria listed at Annexure I. The weights to be attached to each criterion and the criterion values corresponding to different performance ratings are

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also given therein. The overall score will be calculated through the formula given in the Annexure in each parameter.

PART IV. FACILITATION / ASSISTANCE FROM THE GOVERNMENT

1. The Institution has made the commitment of Performance Evaluation Targets based on certain assumptions in respect of timely release of grants from the Consolidated Fund of India and raising of other resources which has a direct bearing on the performance of the Institution committed in this MoU. The commitment of DBT and other possible sources of revenue generation are listed in the Annexure.

PART V. ACTION PLAN FOR IMPLEMENTATION AND MONITORING OF THE MoU

1. Performance evaluation against MoU parameters shall be carried out every financial year, along with the budget proposals and monitored by the Institute for effective implementation in the forthcoming financial year. The performance appraisal duly approved by the GB shall be submitted to Department of Biotechnology before 30th April of forthcoming financial year.
2. The performance for the previous financial year shall be reviewed by the Governing Body.



Signature

Executive Director

Translational Health Science and

Technology Institute

Date: 25.06.2019

डा. गगनदीप कंग / Dr. Gagandeep Kang -
कार्यकारी निदेशक / Executive Director

संयुक्तोपग्रह स्वास्थ्य विज्ञान एवं प्रौद्योगिकी संस्थान
(भारत सरकार के विज्ञान एवं प्रौद्योगिकी विभाग का एक स्वायत्त संस्थान)

Translational Health Science and Technology Institute

(An autonomous institute of the Deptt. of Biotechnology, Govt. of India)

NCR Biotech Science Cluster, 3rd Milestone, Faridabad-Gurgaon Expressway,
PO Box No. 04, Faridabad-121001 Haryana, India



Signature

Secretary

Department of Biotechnology

Ministry of Science and Technology

Date

डॉ. रेणु स्वरूप / Dr. Renu Swarup
सचिव / Secretary

बायोटेक्नोलॉजी विभाग / Deptt. of Biotechnology
विज्ञान और प्रौद्योगिकी मंत्रालय / M/o Science & Tech.
भारत सरकार, नई दिल्ली / Govt. of India, N. Delhi

Annexures

Annexure I: Projected targets for 2019-20

Annexure II: Details of funds

ANNEXURE-I

PROJECTED TARGETS FOR 2019-20

S. No.	Criteria	Actual Achievements of last year (2018-19)	Marks	Unit of Measurement	Projected target for FY 2019-20					
					6					
1	2	3	4	5	6					
1	Administrative Performance		10		Excellent	Very Good	Good	Fair	Poor	
1.1	Timely filling up of all categories of posts	New item. Marks not given for FY 18-19	2	%	100	81-99	66-80	51-65	> 51	
1.2	Training of employees	New item. Marks not given for FY 18-19	2	% of total employee	50	>40	>30	>20	>10	
1.3	Submission of information as sought by DBT within stipulated time	New item. Marks not given for FY 18-19	2	No. of days of delay	0	7	14	30	> 30	
1.4	Timely submission of Annual Report 2018-19	AR 2018-19 submitted timely (5/20)	2	No. of days of delay	0	7	14	30	> 30	
1.5	Timely disposal of RTIs , Grievances and Court Cases	95 % RTIs replied 86 % Grievances disposed timely (5/20)	2	% of RTIs/Grievances disposed within timeframe, filing of reply to Court cases	100	80-99	65-69	50-64	> 50	
2	Financial Performance		10							
2.1	Timely submission of UC/SE	All UC/SE submitted without delay (5/20)	1	No. of days delay	0	7	14	21	> 21	
2.2	Revenue generated as % of total DBT core funds, User charges	3.14% (5/20)	3	% of total DBT core funds	5 or more	Less than 5 but up to 4	Less than 4 but up to 3.5	Less than 3.5 but up to 3	Less than 3	
2.3	Unspent balances	New item. Marks not given for FY 18-19	1	% of total release	< 8	8 to 10	11 to 15	16 to 20	> 20	
2.4	Procurement through GeM	New item. Marks not given for FY 18-19	2	% of procurement (other than scientific)	60	50	40	30	<30	

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				equipment / consumables)					
2.5	Audit of Accounts and its timely submission	New item. Marks not given for FY 18-19	1	No of days' delay	0	7	14	30	>30
2.6 (i)	ATN to C&AG Audit Para	New item. Marks not given for FY 18-19	1	No of days	15	30	35	40	>40
2.6 (ii)	Reply to Audit Inspection Report by C&AG		1	No of days	20	30	45	50	>50
2.6 (iii)	Reply to Audit Inspection Report of Internal Audit Wing (IAW)				No of days	20	30	45	50
3.	Compliance		5						
3.1	Timely meeting of GB	2 GB meetings conducted (5/10)	2	No. of days of delay	0	30	45	60	70
3.2	Annual review of institutions by SAC / External body	Annual Review by SAC/External bodies (5/10)	3		0	30	45	60	70
4.	Infrastructure Development		5						
4.1	Use of facilities by outside scientists	>10 (3/5)	4	Number of outside users	15	13	10	7	4
4.2	% of operational costs covered/met from user charges	5.93% (2/5)	1	% of operational cost	3	2.5	2	1.5	<1
	Research & Development indicators		60						
5.1	EMR funding received	10 (5/35)	8	No. of projects	13-15	11-13	9-11	7-9	<7
5.2	International funding received	3 (3/35)	5	No. of projects	4	3	2	1	0
5.3	No. of Intra-institutional collab.	5 (2/35)	3	No. of projects	6	5	4	3	<3
5.4	No. of collab. with national scientific Org. and hospitals	12 (3/35)	5	No. of projects	9	8	7	6	<6
5.5	No. of collab. with domestic industry	4 (4/35)	7	No. of projects	5	4	3	2	1
5.6	No. of collab. with international scientific Org., Industry and hospitals	6 (4/35)	7	No. of projects	7	6	5	4	<4

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5.7	No. of Publications	27 (7/35)	14	No. of publications	> 21	18-20	15-17	12-14	<12
5.8	No. of Patents filed/granted	8 (2/35)	3	No. of technologies	> 7	6	5	4	<4
5.9	No. of tech. transfer/commercialized	0 (2/35)	3	No. of technologies	2	1	0	0	0
5.10	No. of start-ups incepted	0 (3/35)	5	No. of start-ups	1	0	0	0	0
6.	Human Resource Development		5						
6.1	Doctoral Degree Conferred	1 (1/5)	1	No. of students	5	4	3	2	1
6.2	Doctoral Students Registered	9 (1/5)	1	No. of students	10	8	5	4	2
6.3	Scientists / Physicians sponsored for training programs	≥ 49 (1/5)	1	No. of scientists	> 50	41-50	31-40	21-40	<21
6.4	External Scientists / Physicians trained by Institute	> 300 (1/5)	1	No. of scientists	> 150	100-150	95-100	80-95	<80
6.5	Visiting faculty from overseas	> 15 (1/5)	1	No. of faculty	15	12	10	8	5
7.	Science & Society linkages and Outreach		5						
7.1	Trainings conducted for Schools / College Students	> 5 (1/5)	1	Numbers	6	5	4	3	2
7.2	Local level interventions for Societal Programs	> 2 (1/5)	1		3	2	1	0	0
7.3	Number of talks delivered by scientist at college and school level	≥ 15 (1/5)	2		> 17	12	14	10	<10
7.4	Open day for school and college students	2 New item. Marks not given for FY 18-19	1		5	3	2	1	0
		Total	100						

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90-100
80-89
65-79
50-64
<50

Excellent
Very Good
Good
Fair
Poor

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Annexure-II

(a) Details of funds available with the Institute in last three years:

Sl. No.	Nature of funds	2016-17	2017-18	2018-19
1	Grant-in-Aid (Core)	3000.00	2948.31	4194.32
2	Internal revenue generation			
	(a) Bank Interest	93.75	87.98	98.04
	(b) Other Income	29.44	5.20	31.94
3	Corpus funds	0.00	0.00	0.00
4	Other Sources (EMR funding)			
	Government funding			
	(a) Projects	4662.47	2530.45	1683.91
	(b) Fellowships	163.33	314.74	198.14
	Non-Government Funding	841.36	2551.37	1712.07
	Total	8790.35	8438.05	7918.42

(b) Revenue and Receipt

Estimate of receipt and expenditure for the period of MoU (2019-20) are as under:

Sl. No.	Nature of receipts	Amount	Head of Expenditure	Amount
1	Core Grant			
	GIA-Salaries	1000.00	GIA-Salaries	1000.00
	GIA-General	2225.00	GIA-General	2225.00
	GIA-Creation of Capital assets	3440.00	GIA-Creation of Capital assets	3440.00
2	Internal Resources			
	(a) Bank interest	199.95		
	(b) Other income	35.13		
3	Corpus funds	0.00		
4	Other Sources (EMR funding)			
	Government funding			
	(a) Projects	5759.25		
	(b) Fellowships	203.97		
	Non-Government Funding	1873.59		
	Total	14736.90		

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