



The Asia Foundation

Sindh Judicial Academy	
Inward No.	8918
Dt:	29/8/17 Time 11:28
Signature:	

Letter of Understanding

August 28, 2017

Sindh Judicial Academy (SJA)
Judges Bungalows No.1 &2
Ferozenana Road, Bath Island,
Block 7, Clifton, Karachi 75600
Phone # 92 21 9925 0629.

Subject: Engaging existing Cadre of Interns for Development of Awareness Material for General Public for Accessing the Justice System.

Dear Mr. Muhammad Jamil

Pursuant to the discussion between The Asia Foundation (hereinafter referred to as "the Foundation"), and Sindh Judicial Academy in "developing awareness material for the general public regarding accessing the judicial system under Subcontract No. S-LMAQM-14-GR-1179, entitled "Strengthening the Human Rights Capacities of Provincial Governments" or "SHRCPG" with Bureau of Democracy, Human Rights and Labor. The Foundation is formalizing the understanding and extent of responsibilities through this letter.

Background, Objectives and Scope of the Assignment

Sindh Judicial Academy mandated to provide the awareness to general public regarding accessing the justice system. Keeping in view this need SJA intends to develop awareness material. The said material will be disseminated at district level. The awareness material will help out the general public regarding the case filing procedures, juvenile justice, availing free legal assistance in case of financial constraints of litigant. This will ultimately facilitate the general people in accessing the judicial systems and will reduce the malpractices and will ultimately facilitate the common men in accessing justice systems.

Terms and Condition

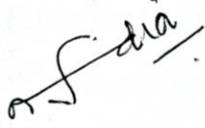
1. The period of this letter of understanding is from **August 28, 2017 to September 28, 2017.**
2. SJA will onboard its existing eight interns for one month for developing these awareness materials. Director General, SJA and Faculty Member will supervise the content of those awareness material.
3. After finalization of the material the Asia Foundation will design and print the said awareness material.
4. SJA will be responsible to disseminate those material at district level by utilizing their existing outreach and manpower.
5. Under this letter, SJA will manage the work done by interns and Foundation is responsible for reimbursement of intern's stipend to SJA upon submission of invoices describing, as

- appropriate, draft/final awareness material/final version of vision 2027 document and name of interns working during the said period.
6. Payment will be made through crossed cheque after approval of invoice by TAF Project Manager. Total payment will not exceed the amount of **PKR 180,000** for all the interns.

The terms and conditions lay out are an integral part of this letter and you are requested to ensure compliance of all clauses.

Please indicate your complete understanding and acceptance of the terms and conditions by signing, stamping and returning the enclosed copy of this letter to The Asia Foundation.

Thank you.



Sadia Mansoor
Officer In Charge

On behalf of *Sindh Judicial Academy (SJA)*

Name MUHAMMAD JAMIL Signature



Date 29-8-2017

(Muhammad Jamil)
Secretary
Sindh Judicial Academy
Karachi,