

प्रौद्योगिकी सूचना, पूर्वानुमान एवं मूल्यांकन परिषद् (टाइफैक)

(विज्ञान एवं प्रौद्योगिकी विभाग, भारत सरकार की स्वायत्तशासी संस्था)

विश्वकर्मा भवन, ए-विंग, शहीद जीत सिंह मार्ग, नई दिल्ली - 110016 (भारत)

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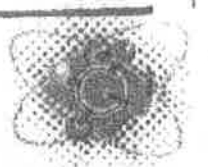
TECHNOLOGY INFORMATION, FORECASTING & ASSESSMENT COUNCIL (TIFAC)

(An autonomous body of Department of Science & Technology, Govt of India)

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MINISTRY OF SCIENCE & TECHNOLOGY

March 5, 2019

To

Dr. Rajkumar Joshi
Scientist-E
AI-Division, DST
New Delhi

Dear Dr. Joshi,

Sub: MoU between TIFAC and DST 2018-19.

This has reference to your E-mail dated 20th February, 2019 forwarding the MoU to be signed by ED, TIFAC. The MoU has been signed by ED, TIFAC and the original (ink signed) document is enclosed herewith for further necessary action at your end.

Kindly acknowledge the receipt of the same.

With kind regards,

Mukesh Mathur
In-charge(Fin.&Admn.)

Encl: As above

PS: May pl. Send a final copy when it is signed by DST.

MEMORANDUM OF UNDERSTANDING

Between

**Technology Information, Forecasting and Assessment Council (TIFAC)
(Executed through the Governing Body of the Institute)**

and

**Department of Science and Technology
Ministry of Science & Technology
Government of India**

For 2018-2019

Memorandum of Understanding between Technology Information, Forecasting and Assessment Council (TIFAC) and Department of Science and Technology, Ministry of Science & Technology, Government of India for 2018-2019 in pursuance of the Rule 229(xi) of the GFR, 2017

This Memorandum of Understanding herein after referred to as MoU is being entered into at New Delhi on this day of _____ between the first party, Department of Science and Technology, Ministry of Science & Technology, Government of India (hereafter referred to as DST)

and

the second party, Technology Information, Forecasting and Assessment Council (TIFAC) (hereafter referred to as the Institute) having its Headquarters at New Delhi and represented by its Executive Director, which in terms and expression shall mean and includes, unless repugnant to the context, its successors, assignees and administration of the Institute 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 six parts:

Part I: Mission, Vision and Objectives

Part II: Responsibilities of the Institute

Part III: Financial Position

Part IV: Performance Evaluation Parameters and Targets

Part V: Facilitation / Assistance from the Department of Science and Technology, Ministry of Science and Technology, Government of India (GoI)

Part VI: Implementation and Monitoring of the MoU

PART I. MISSION, VISION AND OBJECTIVES

1.1. Vision: Technology Foresight Leadership

1.2. Mission:

- Assessment & develop roadmaps for future technological options in crucial sectors of socio-economic importance.
- Facilitate stakeholders in formulation of strategy & nucleation of Technology Programs.

1.3. Objectives of the TIFAC:

Objectives of the TIFAC are as follows:

- i) To set up specialized sub-groups for examining and evaluating the existing state of art of technology and direction of future technological developments in various cross-sectoral areas as well as in other sectors of the economy, both in India and abroad and to prepare technology forecasting reports, covering 10 years or longer periods, specially in production areas involving (a) substantial investments of financial resources and (b) a large volume of production.
- ii) To obtain from appropriate sources and project the estimates of the nature and quantum of the likely demands of goods and services in various sectors of the economy against 10 and 25 years' time-frames on the basis of (a) 'normative', and (b) 'exploratory' approaches and to suggest the direction and extent of technological changes that might be considered necessary in order to fulfil these demands in the light of the existing or anticipated resource base of the country.

- iii) To prepare Technology Impact Statements, with a view to uncovering the likely implications and consequences, both desirable and undesirable, of the existing as well as newly emerging technologies upon society, indicating to decision-makers, through generation of future-oriented scenarios, their short-term and long-term implications.
- iv) Based on the T.I.F & A Studies and with a view to – ensuring timely availability of requisite technologies relevant to the needs of the country on futuristic basis and minimizing the time gap between the development of new technologies and their utilization and (b) establishing a purposeful linkage between technology development and technology import policies, to identify priority areas of research in relation to the socio-economic, environmental and security needs of the country; to evolve and suggest strategies for technological developments based on such priorities; and to draw up programmes of purposeful research in various sectors.
- v) To prepare annual Technology Report to PMO.

PART II. RESPONSIBILITIES OF THE INSTITUTE

1. The Institute will function as per the provisions of its Memorandum of Association (MoA), Rules and Regulations and Bye Laws as approved by the GoI. The following powers shall be exclusively with the GoI : (a) creating of posts including upgradation and down gradation of posts; (b) re-appropriation of funds among budget heads granted by the GoI; and (c) write-off of losses beyond the limits prescribed by the GoI for Autonomous Bodies.
2. (a) The conditions of service of employees of the Institute, shall be exactly similar to those in case of the Central Government employees.
(b) In case of those categories of employees whose pattern of emoluments structure, i.e., pay scales and allowances and conditions of service are not similar to those of the Central Government employees, it would be necessary to ensure that the final package of benefits proposed to be executed to such employees of the Institute is not more beneficial than that admissible to the corresponding categories of the Central Government employees.
3. For Statutory Bodies, the provisions of the parent Act, and Rules and Regulations made there under, will apply.
4. The Institute shall carry out such directions as may be issued to it from time to time by the GoI for its efficient management.
5. (a) The Institute will inform DST about signing of any Memorandum of Understanding (MoU) or Agreement with any other party, and if such an MoU/Agreement entails any financial liability on the GoI over and above the grant-in-aid provided by DST through sanctions of yearly budget under various heads, then prior approval of DST for signing of MoU/Agreement will be obtained.
(b) If any MoU/Agreement is to be signed with a Foreign Party, then obtaining prior approval of the GoI for the same will be a must. The Institute shall follow instructions issued by DST from time to time in this matter.
6. 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 31st October, the time by which the process for Union Annual Budget for the next financial year is started by the GoI. The rates of user charges/fee shall be as per rates adopted by the Governing Body from time to time.
7. The Institution shall follow the General Financial Rules 2017 of the GoI in all its financial transactions, including procurement of goods and services, through GoI e-Market (GEM).

8. The Institute shall adopt the Public Financial Management System (PFMS EAT Module) for receipt of all funds from DST/GoI and make all payments through the PFMS EAT Module to the last mile as far as possible.

9. The Institute shall extend all possible assistance in making information sought by DST available within the stipulated time. In particular, it will send a Monthly Report of not more than 100 words highlighting some important achievements of the month. It will also promptly and regularly upload information on the LIMBS portal regarding Court Cases where Union of India is a party. In addition, it will also render all possible assistance to DST in matters such as organization of visits of Parliamentary Committees, Ministers etc.

10. The Institute shall ensure timely audit of its accounts.

11. The Institute shall strictly comply with the timelines for submission of Annual Reports and Annual Audited Accounts to DST for the purpose of their being tabled in the Parliament before the stipulated date.

PART III. FINANCIAL POSITION

The Institute will provide detailed information on Financial Parameters as per Annexure I. This will also include commitments of DST and possible sources of revenue envisaged by the Institute.

PART IV. PERFORMANCE EVALUATION PARAMETERS AND TARGETS FOR 2018-19

In fulfilment of its obligations under this MoU, the Institute undertakes to achieve the levels of performance for the year 2018-19 given in Annexure II.

PART V. FACILITATION / ASSISTANCE FROM THE GoI

1. The Institute has made the commitment to achieve the Performance Targets based on the expectation that it will receive Core-Grant support from DST at the same level as in 2017-18 and there is no major unexpected attrition in its manpower strength as compared to 2017-18.
2. The Institute has assumed that DST releases the Core Grant on time, and releases at least 75% of the Capital component of the grant by 30th September, so as to be able to spend the funds on time.
3. The commitment for the current financial year from the Department is to the extent of.

Budget Head	Amount Allocated for current F.Y.
GIA Salary	1110.28
GIA General	539.62
GIA ST-General	0.00
GIA Capital	27.87
Total	1677.77

The additional manpower requirement if any will be taken up by AI / DST with DoE through IFD for creation of additional posts.

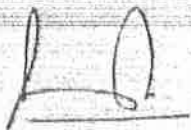
The Institute will adjust its targets for 2019-20 based on the availability of the above budget and additional manpower during 2018-19.

4. The Institute also expects disposal of various issues referred by it to DST in a realistic time-frame.

5. DST shall try to meet the expectations of the Institute within the budget and other resources available to it

PART VI. IMPLEMENTATION AND MONITORING OF THE MoU

1. The Governing Body of the Institute shall carry out a Performance Evaluation against the MoU parameters and budgetary utilization twice a year, by 30th September and by 31st December, and forward the same to the Department of Science and Technology expeditiously. However, for the current financial year 2018-19, the Governing Council shall carry out a performance Evaluation against MoU parameters and budgetary utilization and submit its report by 15th March 2019.
2. The performance for the previous financial year shall be reviewed by the Governing Body and DST within 90 days of the completion of the financial year. The Director of the Institute will take all possible steps to ensure compliance of the issues raised and pointed out in the Review.



Executive Director, TIFAC

संजय सिंह/SANJAY SINGH

कार्यकारी निदेशक (कार्यवाहक) एवं वैज्ञानिक-जी

Executive Director (officiating) & Scientist-G

प्रौद्योगिकी सूचना, पूर्वानुमान एवं मूल्यांकन परिषद (टाइफैक)

Technology Information, Forecasting and

Assessment Council (TIFAC)

विभाग एवं संशोधन निदेशक, विभाग, विज्ञान एवं प्रौद्योगिकी, भारत सरकार (Ministry of Science & Technology, Govt. of India)

'अ' खण्ड, विज्ञानमन्त्री भवन, चौथा मंजिल मगध, नई दिल्ली-110016

'A' Wing, Vishvakarma Bhawan, Chaudh Jai Singh Marg, New Delhi-16

SECRETARY

Secretary

Department of Science and Technology,
Ministry of Science & Technology

Dr. BK. SHUKLA

Scientist 'G' & Head-AI

Department of Science & Technology

Government of India

New Delhi-110016

BK Shukla
25.3.17

(a) Details of funds available with the Institute in the last 3 years:-

F.Y	2015-2016	2016-2017	2017-2018
Source of Funds			
1. Core Grant from DST	110000000/-	141000000/-	160000000/-
2. Internal Resource Generation	43424314/-	25634351/-	27944540/-
3. Corpus Fund *	185500000/-	0	8217270/-
4. Other Sources like EMR grants, consultancy, CSR Funds, IP earnings etc.	78368668/-	40619317/-	66348195/-
Total	417292982/-	207253668/-	262510005/-

*Most of the corpus fund is the repayments received from the projects, which has been earmarked (with the approval of DST) to be spent for the implementation of TIFAC-SIDBI Technology Innovation Program (Srijan) of TIFAC.

(b) Receipt and Expenditure Position:- (As on 10.09.2018)

Estimate of Receipt and Expenditure for the period of MoU (2018-19) are as under:

Source of Funds	Amount of Receipt as on 10.09.2018	Heads of Expenditure	Amount of Payment as on 10.09.2018
1. Core Grant from DST	94597000/-	Administrative Expenses, Establishment Expenses, Project Related Expenditure	45259720/-
2. Internal Resource Generation	3962514/-		
3. Corpus Fund	0	SIDBI	0
4. Other Sources like EMR grants, consultancy, CSR Funds, IP earnings etc.	373500/-	EMR Expenditure	3227926/-
Total	98933014/-		48487646/-

ANNEXURE-II

PROFESSIONAL BODIES and S&T SERVICE ORGANISATIONS

Parameters	Units	Reference Status (Average of last five financial years)	Target for 2018-19	Maximum Score	Achievements 2018-19	Score Obtained in 2018-2019 (Maximum score for 100% or more achievement) or (maximum score x fraction of achievement)	Score Obtained in 2017-2018
(a) Scientific and Technological Services Indicators (Select minimum four parameters) [Note: Suggest weightages adding up to 80 marks; weightages to be finalized in consultation with DST before signing of MoU]							N.A
1. Papers in refereed journals/books/ book chapters/year	No.	7	10	0			
2. Readership of journals/scientific magazines/ e-publications published/year	No. of Readers	6 lakhs including web hits	6 lakhs including web hits	5			
3. Number of projects/programmes being guided/managed etc./year	No.	20	28	7			
4. Number of reports prepared (Technology Foresight Reports, State-of-the-Art reports, policy papers and reports, databases etc.) /year	No.	22 (Excluding KIRAN reports)	25	30			
5. IPR facilitation (number of, patents filed and or number of technologies/designs and other intellectual products licensed/commercialized with the assistance of the institution)	No. IP applications Facilitated	35	35	20			

6. Number of popular sciences articles /books/blogs written /number of talks on Radio and TV / science communication programmes generated etc.	No.	10	10	4		
7. Scientists/teachers/research students/technical manpower/ grassroots innovators trained through workshop/conferences, training programmes internship, theses, projects etc.	No. of People	4000 (Inclusive of Participants in PFC workshop s)	3000	9		
8. Total number of contact hours for all school/college/university students exposed to S&T through open houses /scientific talks / training programmes / refresher courses/ awareness camps, conferences etc.	Hrs. No. of students*average exposure (contact time for each student)	1000*1.5 hrs=1500 hrs	1500	2		
9. Number of beneficiaries of S&T outreach programmes from SC/ST/Weaker Sections.	Number of people	106	100	3		

Note: 1. Item 2: Many of the TIFAC activities are focused on Technology Foresight Exercise and conducting projects in study mode, hence budget is not appropriate indicator of importance and utility of the project.
2. Item 8: Majority of talks are of 1.5 hrs and few one hours. Some programmes are of 4 to 5 hrs also. Hence average of 1.5 hrs has been used to calculate.

(b) Governance Indicators

Parameters	Units	Reference Status	Target for Current financial year 2018-19	Maximum Score	Achievements 2018-19	Score Obtained in 2018-2019	Score Obtained in 2017-2018
Administrative Performance							
1. Timely submission of Annual Report / Audited Accounts	Date	When submitted in last financial year	15 th October	5		100% if submitted before 15 th Oct, 50 % if submitted before 31 st Dec, otherwise Nil	N.A

2. RTI / Grievance status	No.	RTI/Grievance received in 2015-16, 2016-17, 2017-18	N.A	3	Maximum score X fraction disposed off, on time
3. Court Cases / Audit Inspection Reports / Audit paras	No.	Court cases/Audit paras received in 2015-16, 2016-17, 2017-18	N.A	2	Maximum score X fraction attended to on time
Financial performance				10	N.A
1. Timely submission of authenticated/ audited UC/SE	Date	When submitted in last financial year	15 th Sept.	4	100 % if submitted before 15 th Sep., 50 % if submitted before 31 st Oct, otherwise Nil
2. Utilization of funds received	Rs. in Lakhs	% utilization in last financial year	N.A	3	100 % if carry forward of funds less than 1/12 th of budget till 31 st March, otherwise (maximum score X fraction of 11/12 of budget utilized)
3. Revenue generated as % of total DST core funds (EMR, user charges, consultancy, any other)	Rs. in Lakhs	Average/year in last 5 years	5%	3	100% if target achieved or (maximum score X fraction of achievement)