



**MEMORANDUM OF UNDERSTANDING (MOU)
BETWEEN
INDIAN NATIONAL SCIENCE ACADEMY (INSA)
AND
NATIONAL CENTRE FOR GOOD GOVERNANCE (NCGG)
ON
INSA-NCGG LEADERSHIP DEVELOPMENT PROGRAMME IN
SCIENCE AND TECHNOLOGY (LEADS)**

About LEADS:

The Leadership Development Programme in Science and Technology (LEADS) is designed for Professor/Scientists working in the field of Science and Technology in various laboratories. It is a first-of-its-kind joint initiative of Indian National Science Academy (INSA), and National Centre for Good Governance (NCGG) for the scientific fraternity.

The programme aimed to prepare Scientists for leadership positions and challenges in the Indian Science ecosystem. Eminent speakers, Scientists, and Academic and Industry leaders from across the country will share their views about the leadership roles, challenges, opportunities, best practices and guide the future Science leaders of the country. The programme's main objective is to expose future Science & Technology leaders to different aspects of administration. This training is an effort to generate an enabling environment for the trade practitioners to perform, flourish and take their respective organisations to greater heights of performance.

The programme is tailored for Professors and Senior Scientists, preferably over 40 years of age, who are involved in cutting-edge research or technology development in different fields, who preferably have some prior administration experience and potential for further significant leadership roles in the future. Each batch of LEADS programme is for 7-days (subject to change as per the suggestions of authorities) would combine lectures and discussion, including case studies, with to build the capacity of participants and prepare them for the challenges faced at leadership positions.

The course focuses on the following areas:

• Scientific leadership Administration	• Establishment,
• HR/Vigilance	• RTI, etc.
• Financial Management	• Accounting & Audit
• Legal matters	• Parliamentary questions, etc.



WHEREAS, both the organisations acknowledge the importance of fostering leadership development in the field of Science and Technology. Now, therefore, they hereby agree as follows:

Programme Schedule:

INSA-NCGG LEADS programme will be conducted at least once or twice in a year.

Programme Fees:

The fees for the programme is set at 75,000 INR and applicable GST (Subject to change as per the suggestions of authorities). Additionally, sponsoring laboratories, institutions, and departments will be responsible for covering the travel costs of their nominated participants.

INSA's Responsibilities:

Programme Management and Preparation:

INSA is tasked with the overall management and preparation of the programme, which includes logistical arrangements, accommodation arrangements, for Speakers and participants.

Programme Content Development:

INSA will collaborate with subject matter experts to design and develop the curriculum and content of the programme, ensuring it meets the specific needs of participants in the field of Science and Technology.

Programme Agenda and Material Development:

INSA will develop and distribute the programme agenda, session materials, and other relevant documents to participants and stakeholders, ensuring clarity and accessibility of information.

Participant Selection Process: INSA will oversee the process of selecting participants for the programme, ensuring diversity and inclusivity while maintaining high standards of eligibility and suitability.

Invitations to Distinguished Guests and Speakers:

INSA will extend formal invitations to Chief Guests, Distinguished Speakers, etc.

Coordination with Speakers, Facilitators, and Resource Persons:

INSA will coordinate with esteemed speakers, facilitators, and resource persons to ensure their active participation in the programme. This includes communication regarding session topics, scheduling, and logistical requirements.

Participant Coordination:

INSA will facilitate communication and coordination with all participants enrolled in the programme, addressing queries, providing necessary information, and ensuring their smooth integration into the programme activities.



Participant Fee Collection and Management:

INSA is responsible for the collection and management of participant fees, ensuring transparency and efficiency in financial transactions related to the programme.

Provision of Audio-Visual Equipment and Technical Support:

INSA will ensure the provision of necessary audio-visual equipment and technical support during the programme, facilitating seamless delivery of sessions and enhancing the overall learning experience for participants.

Evaluation and Feedback:

INSA will conduct regular evaluations of the programme sessions and gather feedback from participants to continuously assess and improve the effectiveness of the programme.

Certification:

INSA jointly with NCGG will issue course certificates to participants who successfully fulfil the requirements of the programme, acknowledging their participation and achievement.

Impact Assessment Study and Report:

INSA jointly with NCGG will conduct the Impact Assessment Study for the programme and report compilation on a batch-to-batch basis. This comprehensive study aims to evaluate and measure the impact, effectiveness, and outcomes of each of the batch, providing valuable insights for continuous improvement and refinement of the programme.

Financial Guidelines:

INSA shall be responsible for providing comprehensive support to the participants, encompassing classroom facilities, boarding, and lodging. Additionally, INSA will cover all expenses related to the resource persons/experts/speakers, including their travel, lodging, local transport, and honorarium.

NCGG's Responsibilities:

Programme Promotion and Participation Encouragement:

NCGG will actively assist in promoting the programme to relevant stakeholders and prospective participants, employing various communication channels and engagement strategies to stimulate interest and encourage participation.

Speaker Suggestion and Coordination:

NCGG will provide valuable input and recommendations for potential speakers, experts, and facilitators, collaborating closely with INSA to ensure the selection of distinguished individuals who can effectively contribute to the programmes' objectives. Additionally, NCGG will assist in coordinating the schedules and logistics for the participation of these speakers.

Activity Planning During the Programme:

NCGG will play a pivotal role in the planning and execution of activities throughout the



duration of the programme. This includes structuring sessions, organizing workshops, and facilitating interactive engagements to enhance learning and skill development among participants.

Certification:

INSA jointly with NCGG will issue course certificates to participants who successfully fulfil the requirements of the programme, acknowledging their participation and achievement.

Support in Impact Assessment Study and Report:

NCGG will provide comprehensive support for conducting Impact Assessment Studies to evaluate the effectiveness and outcomes of the programme. This support encompasses assistance in designing assessment frameworks, data collection methodologies, and analysis techniques to measure the programmes' impact on participants and stakeholders and report compilation.

Financial Support:

NCGG has expressed its interest to support INSA's capacity-building initiatives in the field of Science by providing a contribution of 20,000,00.00 (Twenty Lakh rupees) for each LEADS batch, regardless of any incurred expenses and fees.

Note

The above-mentioned programme is subject to availability of funds, experts, and on-approval of the both organisations.

AGREEMENT

All the aforementioned key points have been unanimously agreed upon by the representatives of INSA and NCGG.

This Memorandum of Understanding (MOU) is entered into on this 6th day of March, 2024, for duration of five years from the date of signing, by and between the Indian National Science Academy (INSA) and the National Centre for Good Governance (NCGG).

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