

MOHAMMAD HASAN STAMP VENDOR

License No. 272, Seat No 4, City Court,  
KARACHI.

08 OCT 2004

No. 1453 DATE

ISSUED TO WITH ADDRESS

THROUGH WITH

PURPOSE Friends of Burns Centre

AMOUNT Rs. Patient Welfare Society

TAX VENDOR'S SIGNATURE

**MEMORANDUM OF UNDERSTANDING  
FOR MANAGEMENT OF BURNS CENTRE, JUBILEE BUILDING  
CIVIL HOSPITAL KARACHI.**

This memorandum of Understanding (MOU) is made at Karachi this \_\_\_\_\_ date of \_\_\_\_\_, 2004.

**BETWEEN**

The Department of Health, Government of Sindh, through its authorized representative, the Secretary health Department, having their registered office at the Development Wing Barrack-94 Sindh Secretariat, (opposite Sindh Assembly Building) Government of Sindh Karachi, hereinafter referred to as the party of the First Part.

**AND**

The Friends of Burns Centre, (F.O.B.C), Patient Welfare Society Registered under The Voluntary social Welfare Agencies (Regn. & Control) ordinance, 1961, having its registered Office at The Burns Centre, Jubilee Building, civil Hospital Karachi, through its authorized representative, the President of the Friends of Burns Centre, hereinafter referred to as the party of the Second Part.

**1. CONCEPT OF PARTNERSHIP:**

In order to provide quality healthcare services to patients of Burns injuries, the Government has initiated the concept of public-private partnership. As per the concept, the infrastructure and services facilities, allocated share of funds from the Government, are provided by the concerned Ministry of the Government. The efforts of the Government are then supplemented for renovation and upgrading of facilities by the private sector. The subsequent functioning and management of the facility are also supplemented by the private sector philanthropists through raising zakat & donation funds. In order to maintain transparency of application of funds so generated, a registered patient welfare society is formed. For the smooth operation and functioning of the facility, the scope of activities and responsibilities of each party are defined through this Memorandum of understanding.

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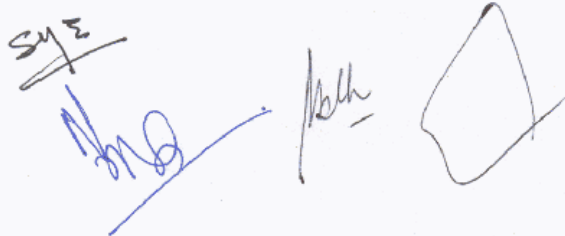
WHEREAS the party of the first part has provided for the establishment of the Burns Centre, the premises of Jubilee Building along with land, building, utilities, required staff for the Centre and the allocated government funds, through:

Arranging the necessary NOCs for the allocation of the premises, land and building and any other issues requiring the same;

- i) Provide utilities such as the required electrical connect load, telephone lines, gas & water connections;
- ii) Procurement of the Government allocated funds for the Centre;
- iii) Processing of annual SNE for government approval for recruitment of staff and meeting the necessary expenditures;
- iv) Provision of allocation of funds for procurement of equipment;
- v) Provision of funds for salaries, allowances and incentives for the doctors, technicians, paramedical staff and others posted by the government;
- vi) Any other payments accruing that are payable to the Government, in the course of operations of the Centre;
- vii) Ensuring that the Centre remains free from all political activities;

AND WHEREAS, the Friends of Burns Centre, party of the Second Part, will supplement the resources of the Civil Hospital Karachi, through;

1. Renovation refurbishing of the Jubilee Building for establishment of the Burn Centre;
2. Establishment of the required patient care facilities viz Operation Theatres, ICU, Laboratory, Physiotherapy Centre and other related facilities;
3. Procurement of Medicines and disposables;
4. Management of services related contracts for the maintenance & upkeep of the Centre as per modern acceptable standards;
5. Quality Certification of the Centre;
6. Supplementing the requirement of Equipment in addition to the Government allocated resources;
7. General management & administration including policy formulation, of the Centre in consultation with the Board of management;
8. Organizing of Fund Raising Events independently;
9. Assessment / approval of Human Resources employed at the Centre;
10. networking with domestic & international donor organizations for technical / financial assistance;



## BOARD OF MANAGEMENT

For policy, supervision

- |     |   |                            |
|-----|---|----------------------------|
| 1.  | Secretary to Health Department Government of Sindh  | Chairman                   |
| 2.  | President FOBC                                      | Co-Chairman/ vice Chairman |
| 3.  | MS Civil Hospital Karachi                           | Secretary                  |
| 4.  | Vice Chancellor DUHS                                | Member                     |
| 5.  | Head of Department-Burns                            | Member                     |
| 6.  | Additional Secretary Development, Health Department | Member                     |
| 7.  | Vice President FOBC                                 | Member                     |
| 8.  | Nominee of FOBC                                     | Member                     |
| 9.  | Nominee of FOBC                                     | Member                     |
| 10. | Nominee of FOBC                                     | Member                     |


(Five members each from the public sector & private sector)


## EXECUTIVE COMMITTEE

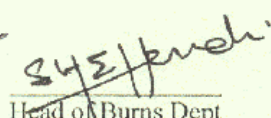
For day to day management of the centre and coordination with the Friends of Burns Centre through the Executive Manager.

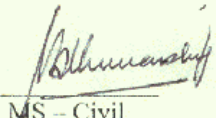
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|----|------------------------------|--|
| 1. | Incharge                     | Head of Burns Centre ( <u>A Professor of DUM&amp;HS</u> )  |
| 2. | Executive Manager            | To be appointed and paid by FOBC. He will be working under the supervision of Head of Burns and will be the focal person in carrying out routine coordination with the FOBC. |
| 3. | Technical / Clinical Support | Nominee of FOBC & Head of Department Burns   |

Signed on this day of ..... Thursday 27<sup>th</sup> Ramadan 1425 H.  
11<sup>th</sup> November 2004.

  
Secretary  
Health Department  
Govt of Sindh.

  
President  
Friends of Burns  
Centre.

  
Head of Burns Dept  
Hon. Gen Sec.  
Friends of Burns Centre

  
MS - Civil  
Hospital Karachi.