

# MEMORANDUM OF UNDERSTANDING

BETWEEN



**FEDERATION OF FISHERIES ORGANIZATIONS UGANDA**

Bweyogerere, Kampala-Jinja Road, Wabyona Plaza, Plot 1601. P.O.BOX 3116.

**(FIRST PARTY)**

AND



**CONSULT INFO SERVICES**

Sir Apollo Kaggwa Road, Makerere, Plot 977/978 Jovens House,  
Tel: +256 774 285167, +256 702 770116, +256 701047034  
Email: [consultinfoservices@gmail.com](mailto:consultinfoservices@gmail.com), [www.consultinfoservices.com](http://www.consultinfoservices.com).

**(THE SERVICE PROVIDER & SECOND PARTY)**

A large, stylized handwritten signature in blue ink.

A handwritten signature in blue ink, appearing to be "M. Kaggwa".

A handwritten signature in blue ink, appearing to be "M. Kaggwa".



A handwritten signature in black ink, appearing to be "M. Kaggwa".

## MEMORANDUM OF UNDERSTANDING

THIS MEMORANDUM OF UNDERSTANDING is made on this 15<sup>th</sup> of May 2019 between the **FEDERATION OF FISHERIES ORGANIZATIONS UGANDA (FFOU)** herein referred as the FIRST PARTY and **CONSULT INFO SERVICES** herein referred as the second party.

The FIRST PARTY is the Federation of Fisheries Organizations Uganda (FFOU) established in 2016 with a mission of promoting sustainable and responsible fishing in Uganda. The Federation is a legal entity, recognized by MAAIF and donor community. FFOU is a Non-profit making, Nonpartisan body with a major goal of promoting the fisheries sector in Uganda.

The SECOND PARTY is Consult Info Services (CIS) (Reg. No. 91700, PPDA Reg. PRV/SRVCS/8773/SEP/14, UNGM Reg. 391844, and Tin. No: 1000294795), an established Human Resource and management Consultancy firm with more than a decade experience in the provision of services to private organisations, Government agencies and international organisations. Specifically, the company deals in business and management services, Educational Consultancy, Concept and Proposal Development, Project Planning and Management, Human Resource Support Function (HRSF), Mentoring and Coaching, Entrepreneurial Training, provision of IT solutions and Forensic Audit. (See details; [www.consultinfoservices.com](http://www.consultinfoservices.com)).

WHEREAS FIRST PARTY needs a service provider to recruit, manage and remunerate its staff, the second party is desirous to provide the said services to the First Party.

THE PARTIES HEREOF AGREE ON THE DUTIES OF EACH PARTIES AS FOLLOWS

**1. FEDERATION OF FISHERIES ORGANIZATIONS UGANDA (THE FIRST PARTY).**

- i. The major role of the first party is to provide all the necessary information regarding staffing levels and requirements.
- ii. Supervise the staff as per the organization assignments.



- iii. Conduct staff appraisal regarding the staff performance.
- iv. Make all payments to the service provider.

## 2. CONSULT INFO SERVICES

- i. Recruit FFOU Staff.
- ii. Make monthly payments to FFOU staff.
- iii. Conduct orientation and training of FFOU staff.
- iv. Enforce compliance of the statutory requirements including remittance of Pay as You Earn (PAYE) and NSSF.
- v. Conduct staff appraisal.
- vi. Offer Human Resource Function support to FFOU.
- vii. Conduct Monitoring and Evaluation of FFOU programs.

## LAW GOVERNING THE MEMORANDUM




The memorandum of understanding is construed under the laws of Uganda that govern documents and any miss handling of the issues herein agreed, applicable laws shall apply.

## LIABILITY

The first party is responsible for any kind of liability arising from failure to meet the agreed payments to the FFOU staff or any other benefits that FFOU fail to avail to both its staff and the service provider.

## TERMS OF PAYMENT

The First party shall make payment of UGX 11,000,000 (Eleven million shillings) to the Second Party as remuneration for the services provided by the said party. The said amount shall be revised after 2 (TWO) years from the date of signing.



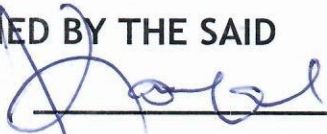
**DURATION**

This Memorandum of Understanding shall be in force for the period of 5 years from the period of signing and shall become effective upon signature by the authorized officials representing the two parties.

**WITNESS**

Whereof the parties hereto have appended their respective hands in the month and the year first above written.

SIGNED BY THE SAID



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**KANYANA EZRA**

(PRESIDENT- FFOU)



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**KASANVU GEOFFREY**

(CEO- CONSULT INFO SERVICES)

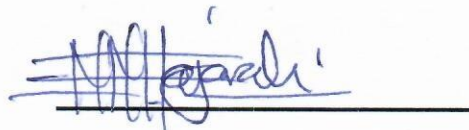
IN WITNESS TO THE ABOVE:



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**MUTESI GLADYS**

(EXECUTIVE DIRECTOR - FFOU)



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**NANKANJA HANNAH**

DIRECTOR FINANCE- CONSULT INFO SERVICES)