Memorandum of Understanding

Creating the regional network on:

Management of Epidemiological Emerging Risk in Southeast Asia
GREASE
Among: (by alphabetic order of each country member institution)

the Central Mindanao University, located at University Town, Musuan, Maramag, Bukidnon, Philippines (hereafter referred as CMU)

and

the Centre de Coopération Internationale en Recherche Agronomique pour le Développement located at 42, rue Scheffer, 75116 Paris, France (hereafter referred as CIRAD).

and

the Kasetsart University, located at Chatuchak, Bangkok 10900, Thailand (hereafter referred as KU).

and

the National Institute for Veterinary Research, located at 86 Trung Chinh, Dong Da, Hanoi, Vietnam, (hereafter referred as NIVR)

and

the National University of Lao, Faculty of Agriculture (Nabong Campus) located at Paksarpmai village, Xaythany district Vientiane, Lao PDR, (hereafter referred as NUOL)

and

the National Veterinary Research Institute, located at Sangkat Meandrey, Khan Phnom Penh, Cambodia (hereafter referred as NaVRI)

The founding Network Members, as core members, are hereby sometimes individually referred to as a “Partner” and collectively as the “Partners”. 
Partner’s presentation

- **CMU** (Central Mindanao University), is a university of higher learning strategically located in southern Philippines that is actively committed to the total development of people for a globally sustainable environment and a humane society.

- **CIRAD** (Centre de Coopération Internationale en Recherche Agronomique pour le Développement (CIRAD) is a French agricultural research centre working for development in developing countries and French overseas region. It has a mandate to contribute to sustainable development through research, trials, training and the dissemination of scientific and technical information. For recent years, some collaborative research projects have been conducted between CIRAD and other Partners on epidemiology and ecology of TADs and EIDs in the sub region. CIRAD considers that this partnership is a strategic and a priority one among its many activities in the world.

- **KU** (Kasetsart University), is a university devotes itself to the task of accumulating and developing intellectual knowledge. It thrives for the growth in academic wisdom including ethical and moral excellence. In addition, it has a responsibility to play a leading role in keeping our Thai heritage alive and to ensure that it continues to grow to enrich the civilization of the notion.

- **NIVR** (National Institute for Veterinary Research), is a national institute in charge of research and training in the field of veterinary research.

- **NUOL** (National University of Laos), Faculty of Agriculture (Nabong campus) is a national institute in charge of teaching, research, capacity building in agriculture and consultancy.

- **NaVRI** (National Veterinary Research Institute), is a national institute. The mandate of NaVRI is to conduct surveillance and research, investigate disease outbreaks, and consolidate information on all matters pertaining to animal health and production and food safety.

Background

Most of the time research programmes have been conducted individually and separately between the Partners. A regional cooperation between all Partners, through a Research Network, could improve the way to operate, to be more efficient, more sustainable, and promote more synergies between partners.

The Partners consider that it is to their mutual, and possibly synergistic, benefit and advantage to cooperate within this GREASE network for research, in a spirit of mutual understanding and goodwill in promoting the advancement of scientific research and education. The principal aim of this cooperative network is to undertake collaborative research programmes and / or studies in the particular fields specified hereafter.
Under this Memorandum of Understanding, Partners hereby agreed as follows:

**Definition of Research Areas of the proposed Network**

*Ecology, Economy and Epidemiology of Transboundary (TADs) and Emerging Animal (including zoonotic) Infectious Diseases (EIDs)*

Increased global trade, climate change, urbanization, the weakness of many public health systems, and increasingly intensified animal production are all factors in the emergence of animal and zoonotic infectious diseases. Such diseases have major economic and sanitary consequences. They affect farmers' incomes and may have serious repercussions on human health.

How can diseases such as avian and swine influenza or surra appear, be transmitted, and spread? That could be addressed through:

- Assessing the genetic diversity of pathogens, vectors and hosts; developing new vaccination strategies.
- Identifying genetic and genomic, biological and ecological components and host-vector-pathogen relations for certain model diseases.
- Studying populations in order to define and quantify risk and emergence factors, by combining quantitative epidemiology, ecology and health geography.

What models can we use to build disease surveillance and control strategies?

- Developing dynamic models of disease occurrence and spread.
- Assessing surveillance and control strategies and their ecological, economic and social consequences.

**ARTICLE 1 - Object**

The signatory organizations of this Memorandum of Understanding have defined the rules and mechanisms to operate the network named “Management of Epidemiological emerging Risk in Southeast Asia” designated hereinafter as “GREASE”.

**ARTICLE 2 – Definition of the network, Legal status and location**

2.1. **GREASE definition**

GREASE is a regional non-profit structuring organization of research institutions and/or researchers dedicated to research and scientific activities for the development on TADs and EIDs. Network Members agreed to: i) share experiences and results; ii) define regional priorities and design corresponding research programmes; and iii) search & mobilize funding to implement regional programmes. GREASE will allow members to do together what individually can’t be achieved.

2.2. **Network Legal Status**
GREASE has no legal status distinct from the existing legal status of each member. It will operate under the legal status of the institution, which will accommodate and welcome the Presidency of the Steering Committee and its operation will be guided by this MoU.

2.3. Location and address of GREASE

The location and postal address of GREASE will be the one of the institution elected by members as regional coordinator on a 2 years rotation.

ARTICLE 3 - Objectives

Based on the on-going collaboration between Partners, the objectives of the GREASE network are as follows:

3.1. The overall objective

- The overall objective of GREASE is to contribute to the management of TADs and EIDs in southeast Asia by strengthening the scientific activities related to the animal and zoonotic infectious diseases, namely joint research, capacity building and education, documentation and communication (workshops, seminars, publications, etc.).

  o As a regional network GREASE will avoid duplication of research activities among its members by sharing experiences & outputs and will promote high quality scientific research about TADs and EIDs addressing the main developmental issues according to national and regional priorities.

  o GREASE, when taken over by the different scientific institutions of the region, should become a priority network to share strategies regarding surveillance and control of TADs and EIDs in South East Asia.

3.2. The specific objectives of GREASE are indicated below:

Defined research/scientific activity programmes/activities which have both national & regional interest in order to:

- Address challenges regarding the major diseases including zoonoses in Southeast Asia;
- Develop synergies in designing and implementing projects for dissemination/development of management tools (e.g. risk analysis, surveillance)
- Build up sustainable research teams associating national and foreign scientists;
- Develop a regional communication tool (Web site, video, books, brochures, manuals, technical leaflets… ) to disseminate network outcomes and outputs;
- Mobilize funding to provide scientists with a favourable environment to conduct their research and make them recognized by the international scientific community;
- Strengthen human capacity in the sub-region: Cambodia, China (notably Yunnan), Indonesia, Laos, Malaysia, Philippines, Thailand and Vietnam.
ARTICLE 4 - Activities

4.1. Network program and its regional research/scientific activity components

The network program might be composed of several regional research/scientific activity components. Based on the recognition that each member institution may have expertise and comparative advantage in specific research areas having regional interest, such member institution (having expertise and comparative advantage) will lead & coordinate a research/scientific activity component in these areas to be implemented both at national and regional levels. The possible regional components will have to be supplementary to each other to together form the network programme.

It is not an obligation for a member institution to identify a component programme if the member institution does not have capacity to regionally lead this component. In the same line two member institutions can put together their expertise to lead together a regional component.

The Steering Committee of GREASE will define the priorities areas of regional components and will define guidelines for members to prepare their component programme. Each member institution (core founding member) will develop the research/scientific activity programme of its component. The Steering Committee will be informed by the coordinator of each program about submission of GREASE joint programmes and outcomes of the programmes (grants, publications, seminars…).

4.2. Capacity building and education

The activities consist in:
- increasing the capacities of the scientists involved in GREASE,
- promoting higher education,
- developing specific curricula for both degree and non-degree epidemiological programmes
- establishing scientific training plans.

4.3. Design and conduct new projects/studies

Call for proposals for projects/studies will be answered by GREASE whenever possible/relevant.

4.4. Meetings, workshops and training

Meetings and workshops will be used for exchanges on the research areas of GREASE according to the research/scientific activities defined within each of the regional components.

ARTICLE 5 - Organisation

5.1. The GREASE network has 6 core founding member institutes from 6 countries

They are the following: CIRAD (France); KU (Thailand); CMU (The Philippines); NUOL (Laos); NIVR (Vietnam) and NaVRI (Cambodia).

1 Definition of a regional component:

To lead and coordinate a research/scientific activity regional component, a member institution needs to identify a research domain which presents both a national interest for developing the management of TADs and EIDs within the country itself and a regional interest (for the other members). For the selected component the member institution has to demonstrate expertise, comparative advantage and capacity to lead and coordinate regional research/scientific activities within the network.
The purpose of GREASE is to develop other partnerships with other institutions, international organisations and private companies which could be involved as “Associated Partners” in specific projects or programmes of scientific collaborations and funding. The Steering Committee will examine the contents and the form of collaborations to determine if these institutions might become associated members.

5.2. The GREASE governance
In order to comply with the above mentioned objectives, GREASE will include in its governance:
- One Steering Committee with its President and one Regional Coordination;
- Several Coordinators of research/scientific activity components.

5.2.1. The Steering Committee and the Regional Coordination
The Steering Committee and the Regional Coordination will manage GREASE. The Director/Chairperson of each core founding members will nominate one representative to participate to this Steering Committee. However for equity reason each country will have only one vote whatever the numbers of members. Then, the Committee will elect the two different Institutions that will be in charge of the Presidency of the Steering Committee and of the Regional Coordination of the network. Each of them will be nominated for a renewable 2 years term.

The Steering Committee will formally hold meeting once a year. Additional meetings may be organised by the GREASE Coordinator whenever necessary.

5.2.2. Coordinators of Regional research/scientific activity components
Each institution member may be in charge of a regional research/scientific activity component if the member institution as expertise and comparative advantage to do so. In this case the member institution will nominate a research/scientific activity component Coordinator.

ARTICLE 6 – Governance of the Network

6.1. The Steering Committee and its Presidency
The Steering Committee is in charge of the strategic governance of GREASE. The Steering Committee identifies and prioritizes the different topics to be dealt with and the projects to be designed. The Steering Committee also contributes to the annual operational plan (AOP) and budget by providing information in respect with the current and foreseen scientific, educational and technical activities. This information is provided to the Coordinator who is responsible for preparing and presenting the AOP to the Steering Committee.

The President will chair the SC meetings; he will facilitate the meeting of the SC and facilitate its decisions. Decisions will be taken on the basis of the majority of all present members.

6.2. The Regional Coordination (RC)
The Regional Coordination will be in charge of the daily management of GREASE. The main tasks of the GREASE Regional Coordination are to technically & scientifically follow-up projects implemented within the network framework. The RC drives the communication policy of the network through a web site. It contributes to the dissemination of the networks outcomes & outputs and represents the networks in meetings and workshops. The RC prepares the annual report on network activities to be submitted to the Steering Committee.

The Regional Coordination organizes the meetings of the Steering Committee and scientific committee when this one will be created; i.e., dates, agendas and invitations to both partners and non-partners (the
latter for specific topics or cases). He acts as the secretary of the meetings of the Steering Committee and prepares annual reports.

6.3. Coordinators of country components
The GREASE core founding member(s) may have responsibility to implement and financially manage a research/scientific activity component (according to its expertise and comparative advantage to manage this component). Each core founding member leading a component will nominate a Component Coordinator to manage the component. Components Coordinators are the correspondents of the Regional Coordinator. They financially report to the Steering Committee and budgets from the different components are consolidated at regional level. Institution(s) partner(s) in a country keep(s) the financial responsibility of their component budget.

The core members and the associated members continue running their own programmes; if they plan to engage in new activities related to the management of TADs and EIDs, they will exchange with GREASE in order to see if collaborations, though not being compulsory, may be considered.

ARTICLE 7 - Resources

7.1. The regional networking activities
Regional networking’s activities including all activities which are specific to the coordination of the network (follow up of projects, communication, dissemination of results, etc.) will be identified and developed through specific project(s) to be submitted to potentials Donors. Research/scientific activity components of the network will also contribute to the general networking activities.

Awaiting the necessary external support from Donors to the GREASE programmes and activities, each member will identify its financial contribution to networking operations and will inform the Steering Committee about it.

Before to formally sign this MoU and enter the network as core founding member, each institution must sign an official letter of engagement (herewith below in annex) describing the different resources (funds, human resources or logistics) it can put as contribution to the consortium.

7.2. Components Programmes funding
Each GREASE core Partner leading a regional component, might develop a research programme for the component they have under management & coordination responsibility. Components programmes will be approved by the Steering Committee and submitted by the GREASE to potential Donors. This excludes projects developed by a GREASE member with other partners outside GREASE, but on topics similar to those executed in GREASE (matching funds). The GREASE network is not an executive agency and so programmes and/or projects will be directly implemented and financially managed by core founding members. Each component will allocate a part of its budget contributing to the overall networking activities.

Each Network core member may contribute by staff (human resources partial allocation), working facilities (offices, cars…) and other possible means (functioning…) to implement identified activities.

The scientists from Institution members will remain under the hierarchical control of their institutes who supports their basic salaries.
ARTICLE 8 - Publications

Each article published under the GREASE label will need the prior agreement of each partner involved in the research. The publications describing the results of the research carried out under the framework of GREASE will bear the names of each organization involved in the research.

ARTICLE 9 - Follow-up and evaluation

9.1. External review
An evaluation of all GREASE activities will be carried out by an external panel of experts after 3 years. This external panel will be composed of at least two internationally recognized scientists (not staff of any partners) in the fields of study and development covered by the GREASE. They will be selected by the Steering Committee. The cost of the external review will be included in the budget of GREASE.

9.2. Internal review
The individual participants in GREASE activities will be evaluated by their own institution using their respective rules and regulations.

ARTICLE 10 - Intellectual property rights

Each core partner will share the intellectual property rights according to their scientific contribution. Partners agree to not divulge or use information that does not belong to their institution and which comes to their knowledge during the implementation of the GREASE activities and even after; until the information will be disclose to the public by the owner. The partners agree that, as far as it is possible, joint publications based on the results, methodologies and experiences of GREASE will be favoured.

ARTICLE 11 - Duration

The duration of this Memorandum of Understanding has been fixed as six years from the date of signature. It can be prolonged by mutual agreement of all core partners at any time, and at least six months before expiry and the GREASE network can be dissolved before the expiry date of the present MoU by a decision of the Steering Committee.

ARTICLE 12 - Modifications, amendments

12.1. Modification / amendment to this MoU
Any core partner can propose a modification / amendment to this MoU. These will be submitted and accepted during the yearly Steering Committee meeting and documented by adding an Addendum to the present Memorandum of Understanding.

12.2. New memberships
The incorporation in the GREASE network of any other national, regional or international organizations, as core partners or associated partners, is possible by signing an Addendum to this present MoU. Such a request for incorporation should be submitted in writing to the Steering Committee. Acceptance of such a request will be made by decision of the Steering Committee.

12.3. Termination of partnership
Any partner can individually renounce participation in GREASE, providing that six months notice given and if on-going GREASE activities are not negatively affected.

**ARTICLE 13 - Disagreements**

In the event of any dispute or controversy arising out of or relating to this MoU, the parties agree to exercise their best efforts to resolve the dispute as soon as possible. The parties shall, without delay, continue to perform their respective obligations under the parts of this MoU which are not affected by the dispute.

The parties shall do their utmost to resolve amicably any dispute which may arise concerning the interpretation or the execution of the present MoU. For instance they shall perform levels as follow:
- Mediation
- Arbitration

**ARTICLE 14 - Law of the contract**

Any dispute which cannot be settled amicably among the parties shall be finally settled by arbitration involving three arbitrators unanimously nominated by the Steering Committee.
Signatures (by alphabetic order of each Country member institution):

**CMU - Central Mindanao University**

Date: May 10, 2012

Signature: 

Dr. Maria Luisa R. Soliven
as President
Central Mindanao University, University Town, Musuan, Maramag, Bukidnon, Philippines (CMU)

**CIRAD - Centre de Coopération Internationale en Recherche Agronomique pour le Développement**

Date: 

Signature: 

Dr. Gérard Matheron
as President Managing Director
Centre de Coopération Internationale en Recherche Agronomique pour le Développement, Paris, France (CIRAD)

**KU – Kasetsart University**

Date: 

Signature: 

Associate Professor Vudtechai Kapilakanchana
President
Kasetsart University, Bangkok, Thailand (KU)
NIVR - National Institute for Veterinary Research

Date: May 10 2012

Signature: 

Dr Nguyen Viet Khong
as Director
National Institute for Veterinary Research (NIVR)

NUoL Faculty of Agriculture (NABONG College)

Date: ............

Signature: .............

Assoc. Prof. Dr Oudom Phonekhampheng
as Dean of Faculty of Agriculture (Nabong campus)
National University of Laos (NUoL)

NaVRI - National Veterinary Research Institute

Date: ............

Signature: .............

Dr Sorn San
as Director,
National Veterinary Research Institute (NaVRI)
Department of animal Health and Production, Phnom Penh, Cambodia