

11 July 2006

**Memorandum of Understanding between the Research Institute and the Institute for Global Environmental Strategies on the Operationalization of the Activities for the Asia – Pacific Forum on Environment and Development Second Phase (APFEDII)**

**Objectives**

Article 1 This Memorandum of Understanding (MOU) is to demonstrate the mutual agreement between the Thailand Environment Institute (RI, located in xxxx) and the Institute for Global Environmental Strategies (IGES, located in Hayama, Kanagawa, Japan) that operates under the IGES Charter to facilitate the operationalization of the activities for the Asia - Pacific Forum on Environment and Development (APFED) for the purpose of promoting environmental sustainability in the context of overall policies aimed at sustainable development as set out by the NetRes Instrument of Establishment.

**General Principle**

Article 2 This MOU shall be implemented to pursue the principles of sustainable development and to promote mutual collaboration in tackling fundamental challenges, averting crisis of the global environment and achieving sustainable development,

**Activities**

Article 3 The activities to be promoted under the second phase of the APFED (APFED II) from 2005 – 2008 shall consist in principle of the following three activities in pursuance with the Final Report of the APFED adopted in December 2004 and the decisions made at the first plenary meeting of the APFED II held in Bogor, Indonesia in November 2005:

- (i) Policy Dialogue
- (ii) Knowledge Initiative
- (iii) Innovation Innovation Showcase programme

**Role of the RI**

Article 4 The RI shall perform the functions as a member of the APFED Network of Research Institute (NetRes) in supporting the APFED activities with a view to facilitating the exchange of information and collaboration in the areas of environmental management and sustainable development particularly in Asia and the Pacific.

**Role of the IGES**

Article 5 The IGES will perform its multiple functions as the APFED Secretariat, NetRes Secretariat and a NetRes member, and provide the RI with support for the RI to perform its function.

**Policy Dialogue**

Article 6 The RI shall provide the IGES with relevant information and inputs in the process of preparation, deliberation and follow-up regarding the APFED policy dialogues in mutual consultations.

### **Knowledge Initiative**

Article 7 The RI shall support, where possible, the APFED Knowledge Initiative that will currently consist of the following three components:

- (i) APFED Database on Good Practices
- (ii) APFED Awards on Good Practices
- (iii) Other APFED NetRes Collaborative Activities

### **APFED Database on Good Practices**

Article 8 The RI shall promote the wide use and development of the APFED Database, and support the update of the APFED Database and the inclusion therein of the additional good practices in collaboration with the RI's own partners.

### **APFED Awards on Good Practices**

Article 9 The RI shall support the process of identifying prospective good practices eligible for consideration to receive the APFED Awards on Good Practices, and generating relevant information required to determine the final recipient of the APFED Awards on Good Practices. In this context, the RI shall perform, in particular, the following functions where the RI and the IGES mutually agree:

- (i) The RI shall disseminate information on the APFED Awards on Good Practices to the RI's partners in order to generate the applications of many prospective and eligible good practices,
- (ii) The RI shall verify the information stated in the application and provide the IGES with observations and additional information required for the selection process of the APFED Award recipients when the IGES makes such a request,
- (iii) The RI shall assist the communication process between the Award applicants and the IGES where necessary, and
- (iv) The RI shall provide the IGES with the information on the activities of the APFED Award recipients with a view to ensuring that the recipients continue the awarded activities, remain accountable for the use of APFED Award funds to support the awarded activities, and maintain the reputation as the APFED Award recipients.

### **Innovation Showcase programme**

Article 10 The RI shall support and perform its functions envisioned in the APFED Innovation Showcase programme. The RI shall perform in particular the following functions.

- (i) The RI shall disseminate the information on the APFED Innovation Showcase programme to its partners with a view to promoting the application of the proposals deemed as prospective and ostensibly eligible under the APFED Innovation Showcase programme,
- (ii) The RI shall provide support the development and refinement of the prospective project proposals to meet the requirement for the selection and fund disbursement processes when the IGES makes such a request,
- (iii) When the RI is designated as a supporting NetRes agency for the certain selected project, the RI shall provide the project implementing body with advice and support to facilitate the effective development of project implementation arrangements and the project implementation,
- (iv) In the case of the preceding paragraph (iii), the RI shall receive funds from the United Nations Environment Programme Regional Office for Asia and the Pacific (UNEP/ROAP,

located in Bangkok, Thailand) that will act as the APFED Showcase Facility Secretariat for supporting the implementation of the project and makes further disbursement of the amount of funds to be specified in the terms more specifically stipulated in the contract to be concluded between the RI and the UNEP/ROAP in consultation with the IGES in a timely manner,

- (v) In the case of the preceding paragraph (iii), the RI shall monitor the project implementation and support the preparation of the reports on the activities from the project implementing body,
- (vi) In the case of the preceding paragraph (iii), the RI may advise the UNEP/ROAP and the IGES to suspend or terminate the support provided under the APFED Innovation Showcase programme when the unforeseen circumstances arise that prevent the effective implementation of the project, and
- (vii) In the case of the preceding paragraph (iii), the RI shall receive reports on the project implementation from the project implementation organization, supplement it with the RI's observation and recommendations, and submit the consolidated report to the UNEP/ROAP and through UNEP/ROAP to the IGES in the reporting format to be mutually agreed upon.

#### **Other APFED NetRes Collaborative Activities**

Article 11 The RI will collaborate with the IGES and other NetRes members to promote collaborative activities in a manner to be mutually agreed upon. The following shall be considered as options for NetRes Collaborative Activities:

- (i) Exchange of information including newsletters and publications,
- (ii) Mutual participation of researchers at relevant workshops and meeting,
- (iii) Cyber links of NetRes websites,
- (iv) Development of joint publication on common topics,
- (v) Expansion of partnership

#### **Conflict Resolution**

Article 12 The RI will participate in consultation with the IGES and other partners to solve any conflict and strengthen mutual collaboration in good-faith and shared spirit.

#### **Termination**

Article 13 When any circumstance arise that prevent either or both parties from fulfilling the content contained in this MOU, either party may request and terminate the MOU. The termination will come into effect 90 days after the notification of the termination request.