



Conference of Peripheral Maritime Regions



Forum of Global Associations of Regions

FEBRUARY 2010

AGREEMENT BETWEEN THE CPMR AND FOGAR FOR 2010

1. The purpose of the present agreement is to lay down the conditions for supplying in 2010 human and technical resources of the CPMR general secretariat to the FOGAR network. 2010 is the last year of the transitional period during which CPMR has supplied assistance to FOGAR to establish its own working structures. This agreement does not take into account the contribution paid to FOGAR by the CPMR as an active member, or the costs related to CPMR staff attending FOGAR's Executive Committee and General Assembly meetings.

2. The CPMR shall provide FOGAR with access to part of its contact files and document base. The CPMR contact files gives access to phone and address of members of European and International Institutions (external partners) alongside CPMR members. The access for FOGAR will be limited to the external partners. The access to CPMR members will only be done through the General Secretariat. The CPMR document base will have a specific part where FOGAR can store its documents, only this part will be available. In any case, the use of information included in these two bases will be monitored by the CPMR's Secretary General

3. The CPMR shall supply staff working time to FOGAR up to a total amount not exceeding 50.000€. Working time shall be supplied under the **authority and control** of the CPMR's Secretary General who shall agree, in advance, on the relevance and coherence with the workload of each member of staff. Work time supplied to FOGAR shall be recorded in a detailed time sheet for the General Secretariat staff.

No member of staff may provide services for FOGAR over a **maximum** of 30% of his or her workload, for directors, policy officers and assistants, or 5% for the accounting and IT staff. The working time of the secretarial team may not include logistical support for the organisation of FOGAR's operational meetings, such as Annual general Meetings and Political Bureau meetings.

CPMR staff shall only be supplied to deal with the following issues:

- Territorial approach of environmental issues, including climate change, in support of nrg4SD which shall remain the network in charge of these issues of sustainable development within FOGAR;
- Territorial approach to policies concerning development cooperation and cooperation between Regions;
- Representation and acknowledgement of regional authorities at global level, especially by the United Nations agencies,
- Multi-level governance.

4. **4% of the CPMR's overheads** shall be covered by FOGAR to take into account overheads of CPMR staff and office space to be made available to FOGAR's assistant as and if necessary.

5. When the presence of General Secretariat staff is required for a FOGAR meeting, in respect of the supply of human and technical resources as defined in point 3, the travel expenses shall be entirely covered by FOGAR. The CPMR's Secretary General must give prior agreement to each trip.

6. The CPMR shall present every two months charge note to FOGAR including all expenses related to points 3, 4 and 5 together with any other unforeseen costs not included in the present agreement. FOGAR shall make the transfer payment within 15 working days of receipt of the charge note. Delays in payments will render the agreement null and void with immediate effect.
7. The agreement shall undergo regular monitoring led by the Secretary General concerning the financial aspects and the activities carried out. The CPMR Political Bureau and General Assembly in 2010 will be kept informed and will receive activity reports and financial reports at their meetings.
8. A final financial and activity report shall be presented by the Secretary General at the first CPMR Political Bureau to be held in 2011.
9. This agreement shall take effect from the moment both parties have approved and signed the present document. It shall run until 31 December 2010.
10. Any changes to the present convention must be included in an amendment signed by the Secretaries General of both organisations. The CPMR Political Bureau must give its agreement to this amendment before it can come into effect.
11. Failure by either of the parties to comply with the terms of this agreement shall render the agreement null and void with immediate effect.

Rennes, 18/02/2010

Signed:

on behalf of the CPMR
Eleni MARIANO
Secretary General

on behalf FOGAR
Xavier GIZARD
Secretary General