

**Terms of Reference for developing a new working agreement
between ICAR and EAAP
January 27, 2014**

Objectives:

1. Evaluation of agreements between ICAR and EAAP based on documents from 2002 and onwards
2. Based on the definition of the projects of collaboration between both organizations on the medium term, update the agreements into a single document between ICAR and EAAP.

Action Steps:

Group Selection

It was agreed to form an internal group to evaluate the agreements covering housing facilities, sharing of staff, and sharing of technical facilities.

The group will have a copy of the minutes of the ICAR-EAAP meeting held in Paris 22 January 2014.

Members of the group for developing the new agreement

ICAR:

Jay Mattison, Hans Wilmink

EAAP:

[To be submitted once we agreed on the minutes of the meeting and on the terms of reference.]

Andrea Rosati as SG of ICAR and EAAP

Work Product

It was agreed to:

1. Raise the different elements of strength and fragility of the existing documents
2. Based on the definition of the projects of collaboration between both organizations on the medium term, make a new agreement that is simple as practical; is compliant with Italian law; and voids all previous agreements.

The work of definition of a new agreement, after that the draft has been approved by the EAAP Council, will be carried out accompanied by legal assistance to ensure compliance with international and Italian law.

Legal support for agreement review (at account of ICAR)

Invited expert selected by Andrea Rosati.

Methods of drafting agreements and discussions

WebEx, Skype and telephone conference calls during the period.

Drafting of agreements with revisions and version control using email.

Timeline and delivery

The group will deliver a first draft of an agreement before February 24th, 2014 which can be submitted to the EAAP Council of 21-22 of March at the same time as the projects of future collaboration between both organizations. If the Council agrees, then the objective is to have a final agreement before April 30th, 2014.