

## **Partnership agreement**

“EENP2”

“Europe Egypt Network for Particle Physics”

Grant agreement number 318922

PIRSES-GA-2012-318922

## 1 Introduction

The following institutions, hereinafter refereed as “parties”:

	Name	Country	Legal Entity	Department
1	POLIBA	IT	Politecnico di Bari	Physics Depart. “M. Merlin”
2	ECOLE	FR	Ecole Polytechnique	Leprince-Ringuet Laboratory (LLR)
3	HELWAN	EG	Helwan University	Physics Department
4	CAIRO	EG	Cairo University	Computer Engineering Dept.
5	AINSHAM	EG	Ain Shams University	Physics Department

agree to submit the present “Partnership Agreement” (PA) in view of their collaboration within the Grant Agreement PIRSES-GA-2012-318922 , acronym EENP2”, due to start in January 2013. The detailed work programme can be found in the Annex I to the Grant Agreement which is also for complexness appended to this document.

## 2 Technical provisions

### 2.1 Tasks and resources

The programme will be accomplished through four different work packages (WPs) listed below. Provisional interest of the parties are also indicated. Additional involvement of the parties in different WPs will not be limited, provided the preliminary assigned tasks as outlined in Annex I will be fulfilled on schedule.

WP	Title	Beneficiary/ Participant
1	New particles search	ECOLE , POLIBA, AINSHAM
2	Detector development	POLIBA, HELWAN
3	GRID Computer application	POLIBA, ECOLE, CAIRO
4	Coordination and training	HELWAN, ECOLE, POLIBA, CAIRO, AINSHAM

All parties are engaged to make available the necessary infrastructures and qualified manpower to achieve at best the duties foreseen in the work programme. In particular, the Egyptian parties shall be active in the promotion of GRID and gas detector laboratory infrastructures. A list of people involved in the project will be established at the beginning of each solar working year and made available on the EENP2 web site.

### 2.2 Third parties

The parties are committed to exploit all possible local research funding schemes to procure additional resources relevant for the projects achievements. To such aim, collaboration agreements with third parties are desirable to embed the present Grant Agreement in the national research networks and implement a significant level of synergy.

In particular, the Italian “Istituto Nazionale di Fisica Nucleare” (INFN), the Egyptian “Network for High Energy Physics” (ENHEP) and the French “Institut National de Physique Nucleaire et de

Physique des Particules” (IN2P3) could be eligible third parties for scientific collaboration in the framework of the present programme.

Third parties associated members, however, will not be allowed to access EENP2 budget for secondments which is reserved to the Institutions listed in section 1.

### **2.3 Infrastructure accessibility**

All parties will predispose the formal procedure, in compliance with the home institution rules, to allow visiting scientists the usage of infrastructure and facilities. For long term secondments, proper office allocation, computer and network accessibility and initial consultancy for administrative issues should be guaranteed.

### **2.4 Secondment regulation**

The selection of Early Stage Researchers (ESR) eligible for long term secondments will be done according the rules defined in section 3.4 of the present document. Eligible ESRs should have the status of “associated scientist“ to one of the partner institutions. The host institute will guarantee the proper logistic infrastructure accessibility, while the home institute will cover health insurance expenses.

## **3 Managerial provisions**

The EENP2 is coordinated by the Network Coordinator (NC) of POLIBA.

### **3.1 Supervisory Board**

A Supervisory Board (SB) is set up, composed as:

- two members from EU institutions;
- three members from Egyptian Institutions;
- the network coordinator as ex-officio member.

Each institution (POLIBA, ECOLE, HELWAN, CAIRO, AINSHAM) shall provide nomination of a representative to the SB. The SB is in charge for two years. At the end of the first term, each institution will provide nomination of a new member or conformation of the previous member for the second term. During the first meeting the SB members will appoint a Chairman. The SB meetings will be organized and chaired by the Chairman.

The SB shall support, monitor and follow-up the programs. It approves all the documents and reports to be submitted to Research Executive Agency (REA). The SB organizes periodic meetings to evaluate the scientific and technical quality and refine the plans accordingly. During the first meeting (within 2 months from the start-up of the project), the SB will nominate the Work Package leaders after consultation with the other members of the Institutions.

### **3.2 Executive Committee**

The Executive Committee (EC) is the network’s managerial board. It consists of the Network Coordinator (NC), who is the chair of this board, the Work Package leaders and the Chair of the SB (ex-officio). The EC meets every three months to review and steer the scientific and administrative work. The EC is in charge for the organization of collaboration and review meetings. The EC also

provides follow-up to SB on organizational tasks and provide suggestions for change on the Network policies and procedures where appropriate

Each WP leader organizes meetings in the respective field of research and coordinates the activity. He reports at the periodic EC meeting about progress and difficulties in accordance to the work schedule drafted down in ANNEX I to the Grant Agreement (also attached to the present Partnership Agreement). The term of the WP leaders and their deputies is two year, renewable for two additional year.

Any modification to the work schedule is be preliminary discussed and approved by the EC and then submitted to approval to the SB.

### **3.3 Resource Manager**

The Resource Manager (RM) and his deputy are appointed during the first SB meeting. The Resource Manager is preferentially a member of the administrative staff at the Physics Department of POLIBA. The deputy RM is preferentially a member of the administrative staff at the Leprince-Ringuet Laboratory of ECOLE. Their term is two year, renewable for addition two years. The RM operate in close contact with the Network Coordinated whose approval is due for any transaction or expenditure. Every 12 months an expenditure report and a provisional estimated expenditure for the following 12 months will be submitted by the RM to the Network Coordinator who transmit to the SB for discussion and approval.

### **3.4 Secondment schedule**

A secondment schedule is prepared every 12 months by the Network Coordinator in consultation with the WP leaders and approved by the EC. The schedule is then transmitted to the RM for the preparation of the financial plan. After the final approval by the SB, the secondment plan become effective and a call will be make public.

Evaluation of applications and approval is within the mandate of the Executive Committee who also appoint a supervisor at the host institution and a co-supervisor at the home institute for each ESR.

## **4 Financial provisions**

### **4.1 Financial management**

The budget provided by REA to the project will be initially transferred through POLIBA central administration to the Physic Department M. Merlin where the Network Coordinator is affiliated. The financial management will be embedded in the administrative structure of the Physics Department of POLIBA. Any expenditure or budget transfer is subject to the set of rules implemented by the Italian Ministry of Research and Education for the management of research funds. Part of the budget (according to the provisional table of secondments) will be then transferred to the Leprince-Ringuet Laboratory at ECOLE where a deputy Resources Manager (Deputy RM) is appointed. Here expenditures are accounted according to rule issued by the French Ministry of Defence.

Every 12 months an expenditure report and a provisional estimated expenditure for the following 12 months will be submitted by the RM to the Network Coordinator and transmitted to the SB for discussion and approval.

#### **4.2 Management costs**

The parties agree to devote 15% of the budget provided by the REA for the administrative and financial management of the project. This fraction of the budget is due to the Physics Departments at POLIBA and ECOLE for the project management, and project accounting as cost overhead. The share between POLIBA and ECOLE will be proportional to the expected REA funding for the two institutes.

#### **4.3 Secondment costs**

Secondments from EGYPT to POLIBA and ECOLE will be financially accounted as individual contracts subject to the present regulations for temporary research contracts applied by the Physics Department M. Merlin at POLIBA and by the Leprince-Ringuet Laboratory at ECOLE. Maximum month allowance will be 1800 euro.

Secondments from POLIBA and ECOLE to EGYPT will be financially accounted as individual contracts subject to the present regulations for temporary research contracts applied by the Physics Department M. Merlin at POLIBA and by the Leprince-Ringuet Laboratory at ECOLE. In this case the contract should clearly state that the work is due outside the home institution. Maximum month allowance will be 1800 euro.

Short visit (maximum 6 days) travel and living expenses will be reimbursed on “per diem” base, always following present regulation and guidelines for allowance treatment defined by the Italian and French Ministry for Research and Education and accounted on the management funds as defined in section 4.2

### **5 Intellectual property and dissemination**

The results of the research work will be disseminated in form of publications submitted to international journals and presentation to conferences. As described in sec. 2.1, a preliminary Author List with all the members of the EENP2 network will be established and approved by the Supervisor Board (SB) during the first meeting. An update of the list will be done beginning of each solar year. This list shall be used as reference for all the products submitted to journals and conferences by the network.

#### **5.1 Publications to international journal**

In order to exploit at best the opportunity given to young researchers to promote their work and to boost their career assessment, for each product, the first author and the “corresponding author” shall be the researcher mostly proactive in the paper preparation and in the related experimental activity. Before any submission to a journal, the Executive Committee (EC) shall initiate an internal review procedure by appointing two senior members of the network to referee to product and give feedback. At the end of the procedure, the SB shall authorize the submission. Each paper shall explicitly refer to the EENP2 network in the subtitle and mention the FP7 IRSES funding programme.

If during a secondment period, a researchers is involved in cross border activities between EEPN2 and other International Collaborations, his authorship in this last contest will be subject to the formal rules established by the Collaboration itself. He should however ask approval to the SB (through its Chairman) for signing non EEPN2 products and the publication header should explicitly mentioned his support by the FP7 IRSES program through the EEPN2 network.

## **5.2 International conference reports**

Young researches shall be promoted for presentation of results to international conference. The submitter shall preliminary inform the EC and propose a short abstract. In the conference report the name of the speaker should be followed by the wording “on behalf of EENP2 collaboration” and the FP7 IRSES funding programme shall be explicitly mentioned.

## **6 General provision**

This Partnership Agreement is due to enter into force as soon as the signature from the parties have been collected and will terminate six months later after the formal conclusion of the Grant Agreement.

Amendments to the present Partnership Agreement can be proposed by any party of the EENP2 network who shall submit a written request to the Supervisor Board Chairman. The Supervisor Board is due to discuss formally the amendments in the first possible meeting. The amendments are approved if a full consensus is obtained.

In case a withdrawal of a party, the Partnership Agreement will remain into force among the remaining parties.

This Partnership Agreement is composed by eleven pages in total, including the cover page and the signature pages. Full signatures of the parties representatives are given on pages 7-11 of the document.

**Participant legal name**

Politecnico di Bari

**Family name of authorized representative**

Prof. Eng. Nicola Costantino

**Signature**



**Participant legal name**

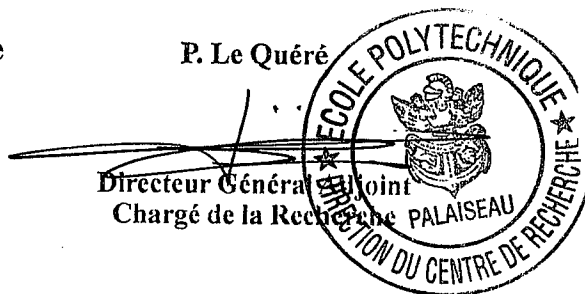
Ecole Polytechnique

18 FEV. 2013

**Family name of authorized representative**

P. Le Quéré

**Signature**





**Legal Entity Appointment Representative (LEAR) of Helwan University****Family name of authorized LEAR:** Dr. Souad M. Abdel-Khalek**Address:** Projects Management Unit, Helwan University, Ain Helwan, 11795 Egypt**Signature** *Soad M. Abdel Khalek***Date:** *18/2/2013*

Participant legal name

Cairo University

Family name of authorized representative

prof. Hossam Kamel

Signature

Hossam Kamel



**Participant legal name**

Ain Shams University

**Family name of authorized representative**

Prof. Essa, Hussein

**Signature**

