

**Memorandum on Cooperation and Liaison
(«Memorandum»)
between the
European Centre for Modern Languages
of the Council of Europe
and the
University of Ottawa**

1 Objectives

- a) In order to increase contacts between the European Centre for Modern Languages (ECML) and Canadian language experts, with the long-term aim of creating favourable conditions for full Canadian membership of the Enlarged Partial Agreement on the ECML, the ECML and the University of Ottawa, through the Official Languages and Bilingualism Institute (OLBI), agree to cooperate together through their Secretariats.
- b) The OLBI shall act as a Canadian partner of the ECML in a three-way role:
- disseminating the ECML's work in Canada as a "Contact Point" for the ECML,
 - proposing Canadian experts to take part in ECML projects and project activities as the "National Nominating Authority" for Canada, and
 - participating in the Professional Network Forum as the Canadian founding member.

2 Working relationships and procedures

- a) The OLBI may promote three levels of involvement of Canadian experts in ECML activities:
- **Team member:** the OLBI may propose experts to act as full members of ECML project teams with the agreement of the coordinating teams that have already been set up;
 - **Resource person:** the OLBI may facilitate the ECML's access to Canadian expertise by proposing language specialists to be invited by the ECML to take part in workshops as resource persons;
 - **Participant:** the OLBI may propose participants for ECML workshops, where spare places are available.
- b) The OLBI or other Canadian authorities will assume the travel and subsistence costs related to the attendance of team members and participants at all project events; in the case of resource persons, the OLBI and the ECML will agree as to how their expenses should be covered on a case-by-case basis.
- c) The OLBI may propose the organisation in Canada of a regional workshop or a selected network or expert meeting within a project, with the ultimate aim of giving Canadian language education specialists direct experience of the ECML's work. Such an invitation should not engage the ECML in more expenditure than the organisation of similar events in Europe.
- d) The OLBI may also encourage Canadian researchers to undertake projects within the themes of the medium-term programme "Learning through languages" and invite European researchers to participate in such projects. The ECML may decide to be associated with such projects and consider including them as products of the fourth medium-term programme.

- e) The ECML will send the OLBI copies of the correspondence it sends to its National Nominating Authorities concerning workshops within the ECML's programme and otherwise keep the OLBI informed of the ECML's activities of interest to it.
- f) The OLBI may support the financing of projects or activities within the ECML programme with earmarked voluntary contributions where these are regarded specific priorities for Canada and where co-financing is deemed to further raise the profile of cooperation between the OLBI and the ECML.

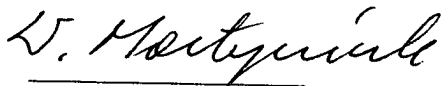
3 Follow-up

- a) The ECML and the OLBI shall evaluate the impact of their cooperation at yearly intervals and report jointly or separately to the ECML's Governing Board and the University of Ottawa giving quantitative and qualitative data.
- b) The Governing Board of the ECML may choose to include this data in its Annual Report to the Committee of Ministers of the Council of Europe.
- c) The Secretariats of the ECML and the OLBI shall consult each other regularly on matters relating to the application of this agreement.

4 Term

The term of this Memorandum shall correspond to the duration of the ECML's 4th medium-term programme "Learning through languages" (2012-2015).

The parties have signed this Memorandum, the 26 day of March, 2012.



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