

## **MEMORANDUM OF UNDERSTANDING**

### **FOR THE COOPERATION BETWEEN THE MINISTRY OF FINANCE OF THE REPUBLIC OF CYPRUS AND THE CIVIL SERVICE COUNCIL OF THE REPUBLIC OF ARMENIA**

The Ministry of Finance (Public Administration and Personnel Department) of the Republic of Cyprus and the Civil Service Council of the Republic of Armenia, hereinafter referred to as the "Parties",

- recognizing the need for multidimensional administrative co-operation, and
- aiming to enhance the cooperation in the field of public administration issues

Have agreed to promote common activities in the area of public administration

#### **PART ONE**

The Parties confirm their readiness to take all necessary measures for further enhancing their co-operation in the field of public administration. More specifically, the co-operation entails:

#### **Article 1: Common attempts for modernising public administration**

The two parties will co-operate in relation to the preparation, follow-up and assessment of the implementation of programmes and measures concerning:

- a) organisational structures of public sector organisations
- b) Simplification of legislation and administrative procedures
- c) Improvement of working methods and introduction of modern technologies
- d) rationalisation of staffing levels
- e) Improvement of the efficiency and effectiveness of the Public Service

**Article 2: Co-operation in the field of training/ learning and development of civil servants, via implementing common training activities by the competent Training Organisations of the two Parties**

The two parties will organise training and other activities (conferences, round tables, seminars, educational visits) for the development of their human resources, amongst others, relating to the field of European integration.

The planning, organisation, content and details of the training activities will be agreed between the two Parties in advance.

**Article 3: Undertaking of research and projects**

The two Parties will promote research in the area of public administration via undertaking common research activities/ programmes with the participation of organizations from the two Republics.

The content and other details of the research and other projects will be agreed by the two Parties in advance.

**Article 4: Exchange of experiences and information**

The two Parties will promote the establishment of adequate mechanisms for exchanging information and utilizing experiences in the area of public administration, via, for example:

- exchanging of staff, for a short period of time that will be agreed by the two Parties,
- the participation of staff from the two Republics in conferences/ seminars/ training programmes/ workshops organised by each Country in the area of Public Administration

- encouraging the participation of the experts/ trainers of one Party to the international and national seminars and courses in the field of public administration organized by the other Party;
- educational visits

**Article 5: Exchange of consultants and specialists for the examination of specialised issues of public administration**

The two Parties will promote the exchange of consultants and specialists in issues or specialisations that will be agreed between them, concerning public administration and human resources, with specific emphasis on utilising programmes and experiences on EU issues.

**PART TWO**

**Article 6**

The cooperation within the framework of this Memorandum is implemented according to the national legislation of the Parties.

**Article 7**

Parties may present the results of their mutual cooperation before third Party on the basis of a previous agreement of both Parties and in accordance to the provisions of their existing national legislations.

**Article 8: Organisational issues**

The Ministry of Finance of the Republic of Cyprus will act via the Public Administration and Personnel Department and the Cyprus Academy of Public Administration. The Civil Service Council of the Republic of Armenia will act itself as a Party.

The exchange of consultants and experts in the framework of this Memorandum will be done as follows: The Party accepting the hospitality will cover the travel expenses and the Party offering the hospitality will cover the accommodation expenses, meals and expenses relating to travelling within the country offering the hospitality.

#### **Article 9: Co-operation Plans**

For the implementation of the co-operation the competent Ministries/ Organisations will elaborate Co-operation/ Action Plans on an annual basis, that will include the specific objectives to be achieved and measures to be implemented, as well as timetable for their implementation.

The financing of the activities that will be undertaken in the framework of this Memorandum will come from the two Ministries/ Organisations as well as from technical assistance programmes and/or other available sources, as will be agreed by the two Ministries/ Organisations.

#### **Article 10: Co-ordination Committee for Public Administration issues**

A Co-ordination Committee will be responsible for the effective implementation of the co-operation of the two Parties, in the framework of this Memorandum. The Committee will consist of:

- Three members that will be defined after a decision made by the Minister of Finance, as regards to the Republic of Cyprus
- Three members that will be defined after a decision made by the President of the Civil Service Council, as regards to the Republic of Armenia

The mission of this Committee is to:

- Elaborate the Co-operation Plans

- Co-ordinate and examine issues submitted to the Committee, in the form of recommendations, by different Public Service Organisations
- Prepare the meetings between the Minister of Finance, Republic of Cyprus, and the President of the Civil Service Council, Republic of Armenia

The Committee will meet once a year, under the auspices of the Minister of Finance, Republic of Cyprus, and the President of the Civil Service Council, Republic of Armenia, in Nicosia and Yerevan, alternately, with the purpose to assess the progress of the co-operation plans.

The Party organising the meeting in its country will establish an agenda that will be sent to the other Party for approval prior to the meeting.

#### **Article 11: Memorandum entering into force**

This Memorandum shall enter into force from the moment of the signature. This Memorandum shall remain into force for a period of five years.

The term of the Memorandum will be renewed automatically for succession periods of one year, unless one of the Parties suspends the operation of this Memorandum and the Co-operation Plans formulated by this Memorandum through the written notification given to the other Party not later than 6 months before.

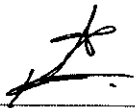
Amendments and additions to this Memorandum can be made by mutual written agreement of the Parties which are formulated by separate Protocols and shall constitute an integral part of this Memorandum.

**Article 12**

Any disputes arising between the Parties regarding the interpretation or implementation of this Memorandum shall be settled through the consultations and negotiations.

Done on ..... July, 2009, in Yerevan, in two original copies, each in Armenian, Greek and English languages, all texts being equally authentic. In case of disagreement on the interpretation, the English text shall prevail.

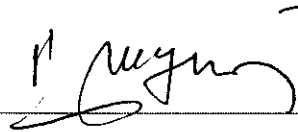
**FOR THE GOVERNMENT OF  
THE REPUBLIC OF CYPRUS**



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**PETROS KESTORAS**  
Ambassador

**FOR THE CIVIL SERVICE  
COUNCIL OF THE REPUBLIC OF  
ARMENIA**



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**MANVEL BADALYAN**  
Chairman of the Civil Service  
Council