



ANGIE

ACADEMIC NETWORK FOR A GREEN & INNOVATIVE EUROPE

PROCEDURE

Academic Network for a Green and Innovative Europe

Procedure to add new members to the clusters

SOP#01/AM/2024

Standard Operating Procedure

| General Information | |
|---|---|
| Process Title: Adding new members to ANGIE's clusters | Department: Executive Board of ANGIE Network |
| Contact Info: E-Mail: angie.project.2023@gmail.com Tel., WhatsApp: +40723684262 | SOP ID: SOP#01/AM/2024 |
| Effective Date: 01.10.2024 | Revision Number: Rev. #0 |

Process Overview

Purpose & Scope:

The purpose of this procedure is to establish the process for inviting, evaluating, and accepting new members into the ANGIE network clusters.

The ANGIE network, consisting of nine clusters, aims to attract organizations, experts, and stakeholders to join these clusters to help achieve ANGIE's objectives.

Process Description:

Who?

The nine clusters of the ANGIE network are centered on the nine founding members of the network.

Each founding member has tasks and responsibilities in developing his cluster.

Cluster development begins with attracting members who are interested in participating in ANGIE's activities and purpose.

A new member can be an organization or an individual.

An organization that can become a member of an ANGIE cluster can be public or private, the only condition is its interest in promoting the transition to a sustainable society.

A person who can become a member of an ANGIE cluster can be an expert, a specialist, or a stakeholder who actively participates in the application or can support the application of the transition process towards a sustainable society.

What?

Attracting new members is done by inviting them, after a prior verification of the fact that they meet the requirement to be part of ANGIE (they have objectives related to the transition to a sustainable society), followed by the transmission of the Memorandum of Understanding for signing, and after receiving the signed Memorandum, their registration.

How?

Each cluster will identify new potential members to be invited. The identification assumes that the potential new invitee has concerns regarding actions related to sustainability, and the transition to Green of the functional systems in the WATERIC domains, but not only.

If the result of the verification is positive, i.e. the new potential member meets this requirement, the Coordinating Committee decides if the process will continue. If the decision is positive, then discussions will be initiated with him to identify his intention to become part of ANGIE.

During the discussions, he will be presented with the structure, purpose, and objectives of the ANGIE network, as well as the main types of activities it carries out.

If there is a confirmation in principle of the discussion partner, then a Memorandum of Understanding is prepared between the inviting Founding Member and the respective organization.

The Memorandum of Understanding is presented in the annex *SOP#01/AM/2024/A.1.MoUM*.

The elaborated Memorandum of Understanding will be sent to the new invitee for signature.

After receiving the signed Memorandum of Understanding, the Founding Member will register the new member, giving him a membership code.

Each new member will receive a Certificate of Membership (Annex *SOP#01/AM/2024/A.2.CoM*)

Each new member will receive a set of procedural documents for the operation of ANGIE.

Next?

After the registration of each new member, the Founding Member who made the registration will notify the Executive Board of ANGIE regarding the registration of a new member.

Along with the notification, the Founding Member will send the registration form *SOP#01/AM/2024/A.3.RF* to the Executive Board.

The Secretariat of the Executive Board will enter the newly registered member in the ANGIE Network Members database.

Definitions & Related Documents:

The procedure is based on the following documents:

1. Memorandum of understanding for the foundation and statute of the ANGIE network, with related annexes
2. University Charters and Statutes of Founding Members

Annex

A.1.MOU – Memorandum of Understanding for Membership

Process Title:

Registering new Member / Memorandum of Understanding

ID:

SOP#01/AM/2024/A.1.MoUM

MEMORANDUM OF UNDERSTANDING

for Membership and Academic Cooperation

within

***Academic Network for a Green and Innovative Europe
(ANGIE Network)***

Between

the Founding Member of

the Academic Network for a Green and Innovative Europe

.....

and

the Organization / Individual

.....

Agreement for Membership and Academic Cooperation

Between

The, as Founding Member of the Academic Network for a Green and Innovative Europe (ANGIE),
address:, represented by:,

on the one hand,

and,

(for Organizations)

The, address:, telephone:, E-Mail:
....., represented by:,

(for individuals)

Surname, Name, Title,, address:, telephone:
....., E-Mail:, affiliation:, in position of:
.....

on the other hand,

which will be further referred to as the Parties,

Preamble

The Academic Network for a Green and Innovative Europe (which will be further referred to as ANGIE Network) and Organization / Individual, acknowledging the importance of academic international cooperation for the transition to a sustainable society, hereby enter into this agreement to promote a close cooperation and academic exchange between them, within their financial limits.

The ANGIE Network and Organization / Individual, focus on contributing to the further development of educational and scientific relations between them, and wish to develop cooperative relations based on mutually established contracts agreements; the mutual understanding also aims at the development of academic and cultural exchanges through mutual assistance in the fields of education and research.

Article 1

The purpose of this Memorandum of Understanding is to agree on the cooperation in the field of scientific research and education between the Academic Network for a Green and Innovative Europe and Organization / Individual in fields of mutual interest related to the promotion of Sustainability and Innovation.

Article 2

This agreement aims:

1. to grant the status of Member of the ANGIE Network to the Organization / Individual
2. to offer the new Member a formal collaboration framework and to facilitate his operation within the ANGIE Network. In accordance with the current regulations of each state and within the defined limits established by mutual

agreement, each of the two parties will try to contribute to the joint and coordinated realization of training, innovation, research, development, communication, and promotion activities by:

- actively inviting new members to increase the ANGIE Network
- attracting experts from the environment, innovation, technology, business, education, communication, and more, as a single voice to create awareness on climate change and the extreme necessity to boost the transition to a green society
- actively inviting professors to conduct lectures and give consultations;
- promoting scientific and educational cooperation in fields of mutual interest related to sustainable fabrication;
- providing mutual assistance to strengthen the scientific and teaching skills of scientists and teachers;
- facilitating the exchanges for students, on condition of their fulfillment regarding the acceptance terms of the receiving university;
- promoting internships and training mobility;
- promoting academic exchange for the development of advanced methods of teaching;
- promoting the exchange of scientific and academic publications;
- disseminating information regarding the teaching and research practice within each institution;
- integrating pertinent information regarding the teaching and research activities of the partners on the official websites of each Party;
- assisting the implementation of joint scientific publications in scientific journals, collections of scientific and educational materials, and other publications of both Parties;
- giving the opportunity to the academic staff to participate in jointly conducted workshops, seminars, and conferences;
- promoting joint research projects and grant programs;
- promoting the culture and civilization values of all members of ANGIE Network.

Article 3

The Parties agree that the best form of cooperation is the establishment of direct links between the Parties in specific areas, based on the individual interests of faculty / researchers / experts / stakeholders, and in the form that is most convenient to both Parties.

Article 4

In order to materialize the above mentioned activities, specific annexes displaying the details of each type of cooperation as well as the obligations of the two Parties will be attached to the present agreement-framework.

Article 5

The new Member will name a person who will ensure effective communication between the Organization and the rest of members of ANGIE Network. If the new Member is an individual, then he will be the contact person.

The contact person will be entrusted with the responsibility of supervising the application of the current agreement, of the elaboration of the specific annexes and of the good development of the conjoint activities.

Article 6

1. Any modification of the current MOU will be subject to an additional clause signed by all Parties.

2. Any official notice sent by one of the Parties to the others, in accordance with this MOU, will be sent by email or using other different communication digital services, followed up by the original no later than 2 (two) months from the date of signing.

3. All registered and signed copies of the MOU that are the parties sent by means of communication are considered as original until the original document is received.

Article 7

1. This MOU comes into force upon the day of its signature for a period of five (5) years, with the right to automatic renewal for the next 5 years, unless all parties wish to terminate it.

2. If one of the Parties wishes to leave the ANGIE Network, it shall notify the other Parties of this intention. Leaving the ANGIE Network will have no legal implications.

3. If one of the Parties has notified that it intends to leave the ANGIE Network, but there are contractual obligations between this Party and other Parties (student mobility, teacher mobility, implementation of projects financed by various programs, etc.), it will be recorded the exit from the ANGIE network, but ongoing activities will be completed according to existing contracts. This Agreement will remain in force upon changing the Head of the Parties.

Article 8

This Agreement is drawn up and signed in nine copies in English, all texts being equally authentic. Each party stores a copy of the MOU.

Signed by

On behalf of

Signature

Date:

*Founding Member of ANGIE
Network*

.....

.....

.....

.....

*New Member of ANGIE
Network*

.....

.....

.....

.....

Annex

A.2.CoM – Certificate of Membership

Process Title:

Registering new Member / Confirmation by certificate

ID:

SOP#01/AM/2024/A.2.CoM



| Annex | | | |
|---|--|----------------------------------|--|
| A.3.RF – Registration Form #1 / Organizations | | | |
| Process Title: | | ID: | |
| Registering new Member / Registration Form | | SOP#01/AM/2024/A.3.RF | |
| ANGIE Member who made the registration | | Cluster / Coordinating Committee | |
| | | | |
| Issue Date: | | Receiving Date: | |
| Registering number: | | Registering number: | |

Organization

| | | | | | | |
|------------------------------|------------|-------------|--------------------------|--------------------------|--------------------------|--------------------------|
| Legal name of Organization: | | | | | | |
| | | | | | | |
| Type: | | | Public | Private | Profit | Non-Profit |
| | | | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| | | | Domains of activity | | | |
| | | | | | | |
| Contact data: | Address: | Street, Nr. | | | | |
| | | Town | | | | |
| | | Postcode | | | | |
| | | Country | | | | |
| | Telephone: | | +..... | | | |
| | E-Mail: | | | | | |
| | Website: | | | | | |
| Contact person: | | | | | | |
| Signature of Contact Person: | | | | | | |
| Date: | | | | | | |

Date, Location

.....

Signature of the Contact Person of the ANGIE Member who made the identification

.....

| Annex | | | |
|---|--|----------------------------------|--|
| A.3.RF – Registration Form #2 / Individuals | | | |
| Process Title: | | ID: | |
| Registering new Member / Registration Form | | SOP#01/AM/2024/A.3.RF | |
| ANGIE Member who made the registration | | Cluster / Coordinating Committee | |
| | | | |
| Issue Date: | | Receiving Date: | |
| Registering number: | | Registering number: | |

Person

| | | | |
|---------------------------------|------------|-------------|--------|
| Name, First Name: | | | |
| Title: | | | |
| Contact data: | Address: | Street, Nr. | |
| | | Town | |
| | | Postcode | |
| | | Country | |
| | Telephone: | | +..... |
| | E-Mail: | | |
| | Website: | | |
| Organization (Employer): | | | |
| Position: | | | |
| Domains of interest: | | | |
| Brief description of expertise: | | | |
| Signature: | | | |
| Date: | | | |

Date, Location

.....

Signature of the Contact Person of the ANGIE Member who made the identification

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|------------|------|------------------------------|--------------|
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