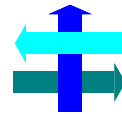


WCTRS/WCTR Current Operating Practices 2016



10 WCTR Model Agreement

10. WCTR Model Agreement

10.1 The Agreement and the Memorandum of Understanding

An Agreement for organising a WCTR is to be signed between the President of WCTRS and the Chair of a WCTR CDT in order to formalize the relationship between the two parties and to guide their mutual effort during the process of organising such an important international conference.

The signature of the Agreement is to take place during the Closing Ceremony of the preceding WCTR declaring officially in front of the international transport community and the members of WCTRS, the location city and the name of host site institution(s) and introducing the Chair of the CDT of the next WCTR. See Chapter 5 for details.

As seen from the text of the Agreement given in Section 10.2, it emphasises the full commitment of the Host Site organisers to abide by all the elements of the "WCTRS/WCTR Current Operating Practices" in organising the conference; which sets generic rules that should always be observed and strictly followed by WCTR organisers regardless of the host site.

Meanwhile, past years' practice has indicated that certain site specific points are also important to agree upon between the two parties so as to ensure smooth organisation and success of the conference.

Accordingly, a "Memorandum of Understanding" (MOU) is to be signed between the President of WCTRS and the Chair of the CDT of a WCTR, in addition to the above mentioned "Agreement".

The MOU text is to be based on the observations and recommendations given in the reports of the SSSC and the WCTRS President that result from the visits and the negotiations with the selected Host Site organisers.

The MOU is to be signed during, or a few weeks after, the January meeting of the STC; 42 months before the conference is to be held.

10.2 Model of Agreement between the WCTRS President and the nth WCTR Chairperson on Organisation of the nth WCTR

A model of the Agreement between WCTRS President and the Chair of a WCTR on organisation of the WCTR is given on the following page. In few occasions, however, very slight amendments of the Agreement may be required by either side as, for example, adding to the signatures the name of the Host Site top official responding to local regulations of the host country, and in such cases mutual agreement between the two parties are to be reached before signing.

**Agreement between the WCTRS President and the nth WCTR
Chairperson on
Organisation of the nth WCTR**

Hereby,

The WCTRS President, ... , confirms that the city of ... has been selected to be the host site of the nth World Conference on Transport Research (WCTR-n), to be held in ... , 20xx.

The nth WCTR Conference Directorate Chair, ... , agrees with the WCTRS/WCTR Current Operating Practices as set out in the Website of WCTRS; "WCTRS/WCTR Current Operating Practices - 20xx", which is an integral part of this agreement and cannot be considered separately;

The WCTRS President and the nth WCTR Conference Directorate Chairperson commit themselves to follow the WCTRS/WCTR operating practices above-mentioned.

Name

WCTRS President

..... **

Signature

Date:

Name

nth WCTR Conference Directorate Chair

..... **

Signature

Date:

** Kindly precede signature with the statement "read and approved".