



IMPLEMENTATION AGREEMENT

Between
the Secretariat of the Association of the Southeast Asian Nations (ASEAN)
and
InWent - Capacity Building International, Germany
for the Project
"Strengthening Regional Cooperation - Institutional and Capacity Building of the ASEAN Secretariat"

Preamble

The **Association of Southeast Asian Nations (ASEAN)** was established on August 8, 1967. The Member States of the Association are Brunei Darussalam, Cambodia, Indonesia, Lao PDR, Malaysia, Myanmar, Philippines, Singapore, Thailand and Viet Nam. The ASEAN Secretariat is based in Jakarta, Indonesia. The ASEAN Declaration states that the aims and purposes of the Association are to accelerate economic growth, social progress and cultural development in the region, and to promote regional peace and stability through abiding respect for justice and the rule of law in the relationship among countries in the region and adherence to the principles of the United Nations Charter. In 2003, the ASEAN Leaders resolved that an ASEAN Community shall be established comprising three pillars, namely, ASEAN Political Security Community, ASEAN Economic Community and ASEAN Socio-Cultural Community. On this basis and to further promote the achievements of these aims and purposes, the ASEAN Charter was signed by the Heads of State and Government of the Member States at the 13th ASEAN Summit on 20 November 2007 in Singapore.

InWent – Capacity Building International, Germany, operates worldwide and dedicates its activities to capacity building, human resource development, advanced training and dialogue. Our programmes are directed at executives and experts from administrations, the business community, politics, and civil society. InWent is commissioned by the Federal Government of Germany to assist with the implementation of the Millennium Development Goals of the United Nations.

Therefore, the

ASEAN Secretariat
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(hereinafter referred to as "ASEAN Secretariat")

and

InWent gGmbH - Capacity Building International, Germany
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53113 Bonn
Germany
(hereinafter referred to as "InWent")

intend to conclude the following agreement (in the following referred to as the "Agreement") regarding the joint implementation of the project "Strengthening Regional Cooperation - Institutional and Capacity Building of the ASEAN Secretariat" (hereafter the "Project") commissioned by the Government of the Federal Republic of Germany as referred to in the Note Verbale 98/2008 from the Embassy of the Federal Republic of Germany in Jakarta dated February 12, 2008, confirmed by Note Verbale 057/08 from the ASEAN Secretariat, dated February 21, 2008.

1. Objectives of the Project

The objective of the project is to strengthen the ASEAN Secretariat in promoting and facilitating the implementation of the ASEAN Charter and regional cooperation and integration among the ASEAN Member States. To achieve this objective, capacity building activities, including technical assistance, training courses and advisory services, will be implemented jointly with the ASEAN Secretariat in a number of different areas.

2. Project Areas

The following areas will be given particular attention by ASEAN Secretariat and InWEnt in the joint implementation of the above mentioned capacity building project:

- General administration and management
- Economic cooperation and integration
- Strengthening the awareness about ASEAN in the member states
- Legal issues; and
- Other mutually agreed areas

With regard to strengthening general administration and management, the project will include the implementation of capacity building activities focussing on the organizational and administrative needs, with particular reference to the implementation of the ASEAN Charter. In this context, consideration will be given to issues related to human resources development, human resources management, budget management and financing of the operations of the ASEAN Secretariat, legal issues, and information and knowledge management.

As regards economic cooperation and integration, project activities will focus especially on areas related to international trade and competition policies, aimed at strengthening capacities and instruments to implement the new ASEAN Charter. To strengthen the awareness about ASEAN in Member States, capacity building activities will be implemented focussing on external communication, including training programs for disseminating information about ASEAN in the media and peoples in general.

Specific capacity building activities (e.g., training courses, workshops, study visits, short-term experts) in the above-mentioned areas will be planned in detail, and subsequently implemented, jointly by the ASEAN Secretariat and InWEnt within the overall framework agreed upon between the ASEAN Secretariat and the Federal Foreign Office of the Federal Republic of Germany.

3. Contributions of InWEnt

InWEnt will make the following contributions:

- Funding of (i) one long-term expert seconded to the ASEAN Secretariat, (ii) one local expert as project coordinator, and (iii) the honorarium for short-term experts and trainers
- Funding of international travel expenses including accommodation and board for international experts and trainers as well as for InWEnt representatives in the context of training activities and advisory services (in compliance with the regulations of the German Federal Travelling Expenses Act, BRKG)
- Funding of international travel expenses for participants in training programmes
- Funding of their board and lodging plus travel costs inside Germany/Europe for participants from ASEAN Member States, if study trips and dialogue workshops are conducted in Europe
- Funding of conference rooms, board and accommodation for participants during workshops that will be conducted in ASEAN Member States, if this position can not be covered by ASEAN Secretariat



4. Contributions of the ASEAN Secretariat

- Nomination of one ASEAN executive or officer as the overall contact person and coordinator for the implementation of the agreed capacity building activities
- Provision of an office for the long-term expert to be seconded to the ASEAN Secretariat as project expert
- Provision of an office for the project coordinator in the ASEAN Secretariat
- Logistical assistance for training workshops, short-term experts, and planning meetings and workshops implemented in Indonesia or other ASEAN Member States
- Identification of participants for training activities and provision of lists of participants prior to planned events

5. Amendments and Duration of this Agreement

All changes and amendments to this Agreement must be agreed upon by the parties in writing. Both signatory parties may terminate this Agreement at any time with three months prior written notice.

This Agreement shall become effective as on the date of signature and remain in force until December 31, 2008.

6. Funding

The Government of the Federal Republic of Germany has commissioned InWEnt with the implementation of the project, funded with an amount totalling up to EUR 1,800,000 (one million and eighthundredthousand Euro).

7. Jurisdiction

Any difference with regard to interpretation and implementation of this agreement shall be settled through negotiations and consultations between the parties.

8. Severability

Should any provision of this Agreement be or become invalid, the remaining provisions stay in effect.

9. Contacts

Contact persons for InWEnt are:

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InWEnt

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InWEnt

Date

22/05/08 *J. Kaiser*

ASEAN Secretariat

Date

30/5/08 *[Signature]*

Dhannan Sunoto