



20 May 2016

Mr. Scott Swinden
President
Canadian Federation of Earth Sciences
Department of Earth Sciences
FSS Hall; Room 15025
Ottawa, ON, K1N 6N5

Dear Mr. Swinden:

The Partnership Agreement between the National Research Council of Canada (NRC) and the Canadian Federation of Earth Sciences (CFES), in regards to the Canadian National Committee for International Union of Geological Sciences (IUGS), expired on 31 March 2016.

The Government of Canada's Grants to International Affiliations Program is operated by the NRC and supports Canadian membership in international science and technology organizations. The type and amount of support are set out in an agreement between NRC and the partner organization that is renewed every five years.

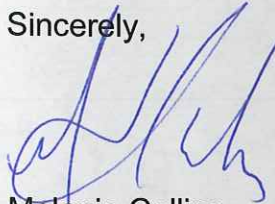
NRC has recently updated its practices for these agreements. Previously, these Partnership Agreements were drafted in English only and signed unilaterally by the partner organization. The new agreements are "Memoranda of Understanding" and include the signature of both NRC and the partner organization. Please note that you have the option to request the agreement in French as well as English.

Included with this letter you will find two (2) copies of a Memorandum of Understanding between the NRC and your organization, in English. These have already been signed by NRC. Please sign both copies and keep one (1) signed original for your records.

The second signed original should be sent back to the NRC International Relations Office in the envelope provided. If you would also like to have a French version, please let us know and we will send you two (2) NRC-signed copies in French.

If you have any questions, please contact Mary-Anne Hartlin-Leblanc at Mary-Anne.Hartlin@nrc-cnrc.gc.ca or 613-991-5942.

Sincerely,



Melanie Cullins

Director, International Relations, Government and International Relations

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Ottawa, ON K1A 0R6

Phone: 613-991-0917

Email: Melanie.Cullins@nrc-cnrc.gc.ca

- cc: Mary-Anne Hartlin-Leblanc, International Program Officer, Government and International Relations, NRC
Stephen Johnston, Chair, Canadian Federation of Earth Sciences, University of Alberta
- Att: Two (2) copies of the Memorandum of Understanding for CFES in support of Canada's affiliation with IUGS

MEMORANDUM OF UNDERSTANDING (MoU)

BETWEEN:

National Research Council of Canada (NRC)

A Departmental Corporation created
By Act of Parliament, R.S.C. 1985, c. N-15

AND

Canadian Federation of Earth Sciences (CFES) In support of Canada's affiliation with the International Union of Geological Sciences (IUGS)

PREAMBLE:

WHEREAS the NRC, through its Grants to International Affiliations Program (IA), maintains memberships in international science and technology (S&T) organizations on behalf of Canada's scientific, engineering and industrial innovation communities, to enable these communities access to international meetings, networking and knowledge exchange.

WHEREAS NRC maintains affiliations with the International Council for Science (ICSU), a non-governmental organization with a global membership of national scientific bodies and its international scientific unions, as well as other international bodies on behalf of Canada.

WHEREAS NRC shares the responsibility for these international affiliations with Canadian scientific, engineering and industrial innovation organizations, as per sections 1 and 2 of this MoU, and other documents such as this one.

WHEREAS each Canadian scientific, engineering and industrial innovation organization creates and maintains its own Canadian National Committee (CNC), composed of leading Canadian researchers, to support Canada's affiliation with relevant international scientific, engineering and industrial innovation bodies.

WHEREAS NRC and CFES recognise the importance of giving the Canadian scientific, engineering and industrial innovation communities a voice and presence on the international stage to help strengthen the conditions for research and development excellence in Canada.

THE PARTIES AGREE TO THE FOLLOWING RESPECTIVE RESPONSIBILITIES:

1. Responsibilities of NRC

- a) NRC will continue to be the national adhering member with the International Union of Geological Sciences (IUGS) on behalf of Canada, and will continue, within its allocated grant budget for international affiliations, to award and issue the annual grant to the IUGS. NRC will consult with CFES, and the related CNC regarding the appropriate level of membership with IUGS. Should a decision be made by NRC to change the level of membership or not to renew the membership, the opportunity for CFES to maintain the membership will be offered.
- b) NRC and its advisors will provide advice and overall guidance to CFES on the creation and management of the CNC, according to the CNC Terms of References included in Annex A.
- c) Subject to the availability of grant funding, NRC may also award a grant, in the form of a travel allowance to supplement the travel costs, for a non-governmental Canadian delegate to attend related meetings hosted by the IUGS as long as the IUGS membership has been maintained by NRC. The travel allowance considers eligible and reasonable travel expenditures, within various travel destinations, by a non-governmental Canadian delegate attending an event associated with the respective internationally affiliated organization. The NRC grant represents only a portion of the eligible travel expenditures, and is paid directly to the Canadian non-governmental delegate.

2. Responsibilities of CFES

CFES, as the representative of the Canadian communities working in the fields of geological research, will be responsible for creating and maintaining a CNC for the IUGS (hereafter referred to as the "CNC-IUGS"). It is expected that the membership of the CNC-IUGS will be representative of researchers, and disciplines within its community – regardless of race, citizenship, language, political stance, or gender. In order to evaluate the relevance and effectiveness of the IA Program, and the CNC activities/contributions to the IA Program, the NRC will occasionally seek information from the CNCs in the form of a performance review. Specifically:

- a) CFES will act as a liaison between the CNC-IUGS and NRC and will make efforts to ensure that the CNC-IUGS completes and submits annual performance reviews, as requested by the NRC, at a frequency of no more than once annually to provide an update on the

composition of its CNC, the relevance of the International Affiliation within a Canadian context, and the capacity of its CNC to generate beneficial results and outcomes for Canadians. Failure of the CNC-IUGS to submit an annual performance review within reasonable timelines to be set by the NRC may result in NRC reassessing the suitability/aptness of the CFES in the role of the CNC-IUGS and of the continued Canadian participation in the related international affiliation. CFES will also make itself available to participate in the periodic evaluation of the broader IA Program.

- b) CFES, through the CNC-IUGS, will nominate the Canadian delegate(s) attending each General Assembly/Council Meeting of the IUGS and forward their names and addresses to NRC. NRC will then submit the nominations to the IA to formalize their official appointments. The number of Canadian delegates will be in agreement with the Constitution of the IUGS and with any policies on Canadian representation when applicable. CFES is responsible for ensuring that the Canadian delegate(s) represents broad Canadian interests and obligations within this forum. CFES will advise as appropriate on issues relating to finances, Constitution and By-Laws, and any other issues discussed at the meetings/general assemblies, as deemed necessary to ensure that all obligations are met, and Canadian interests are well represented.
- c) Following the participation in an official IUGS Council Meeting/General Assembly, CFES will make efforts to ensure that the official Canadian delegate(s) provide a written report to the NRC within one month of their return to Canada. This report will outline the discussions and decisions of the IUGS Council.
- d) CFES will be financially responsible for operating and managing the CNC-IUGS and, when applicable, related communications with the Canadian community.
- e) CFES, through the CNC-IUGS, will engage with the Canadian scientific, engineering and industrial innovation communities they represent (hereinafter referred to as their "stakeholder community") to promote the following goals:
 - i. facilitating international scientific activity around global challenges for the benefit of Canadians and the global community;
 - ii. enhancing Canada's position and reputation in matters of science, engineering and industrial innovation;
 - iii. collecting, reconciling and representing the views of their stakeholder community on relevant issues;
 - iv. ensuring the promotion of Canadian contributions to international decision-making;


- v. encouraging and supporting their stakeholder community to take advantage of emerging international networking opportunities;
- vi. encouraging and supporting their stakeholder community to take advantage of opportunities to showcase Canadian achievements, technologies, and capacity;
- vii. encouraging their stakeholder community to take active roles in international conferences, symposia, and workshops; and disseminating relevant information obtained about developments in the wider International community to Canadian stakeholders.

3. Duration of the MoU

This MoU shall come into effect upon the date of the last signature and will remain in effect for five years, conditional upon successful annual performance review(s) by an expert panel convened through the IA governing body; and conditional upon the availability of funds for the payment of the IUGS membership under NRC's Grants to International Affiliations Program. This MoU can be terminated upon mutual agreement of both parties or with the notice of one party at any time.

AND THE PARTIES HAVE SIGNED THIS AGREEMENT ON THE 13 day of June 2016.


National Research Council of Canada



Per
Maria Aubrey, President (Acting)
National Research Council of Canada

AND

For the Canadian Federation of Earth Sciences



Per Sandra M. Barr
Scott Swinden, President
Canadian Federation of Earth Sciences

ANNEX A

Canadian National Committee (CNC) Terms of Reference

In support of Canada's affiliation with an International Organization (IO), the National Research Council of Canada (NRC) enters into a Canadian Partner agreement with a Canadian Partner.

As a representative of the Canadian community working in the field of a specific scientific discipline, the Canadian Partner is responsible for the creation and management of a Canadian National Committee (CNC) in support of Canada's affiliation with the IO. This CNC, in coordination with the Canadian Partner, provides support to NRC for Canada's participation in the IO.

Purpose of the CNC:

- to collect and reconcile the many views of the specific scientific community on relevant issues;
- to identify, represent and promote the capabilities and distinctive competence of this Canadian scientific community internationally;
- to enhance the depth and breadth of the participation of this Canadian scientific community in the activities and events of IO and related organizations;
- to establish the mechanisms for communicating to the Canadian scientific community the views of IO and information about the activities of IO;
- to distribute appropriate documentation, including the IO Newsletter where applicable;
- to attract and stage international events of value to the Canadian scientific community;
- to invite from time to time guest speakers to meetings, workshops or seminars it sponsors; and
- to recommend to the Canadian Partner the nomination of the Canadian Delegate(s) to IO general assemblies, general meetings or council meetings. The Delegate is normally, but not necessarily, a regular member of CNC/IO. Upon approval by the Canadian Partner, the name of the nominee will be forwarded to the NRC International Relations Office for official appointment.

Membership of the Committee

- The Canadian Partner should select the members of the Committee with due consideration of geographical, linguistic and gender distribution of membership as well as to adequate representation of all disciplines covered by the IO, providing the NRC with up to date information on the final composition of and/or any changes to the Committee in a timely manner
- The Canadian Partner will appoint a Chairperson as well as an Executive Secretary for the Committee.
- The Canadian Partner should ensure that there is an appropriate turnover of Committee members in order to encourage the broadest possible participation within this research community.

Observers

To broaden the level of participation in the CNC/IO beyond regular members, interested individuals may participate in meetings as Observers. In particular, this includes:

- Canadian members of the IO Task Groups and official IO committees;
- representatives of the Canadian National Committees of ICSU affiliations to which NRC adheres;
- a representative of NRC International Relations; and
- any others approved by the Chairperson.

Terms

Terms of membership for all regular members of the CNC shall be three years, renewable once.

The Chairperson will normally be appointed for three years even though this may extend his or her term of office as a regular member.

Termination of the membership terms shall be on the 31st of December of the last year of the term or until such time as a replacement has been appointed.

Meetings

The Committee shall meet as necessary, normally once each year, and report to NRC on the meeting results. Between meetings, the Chairperson and the Executive Secretary may obtain decisions from the Committee by means of ballots. One-half of the voting membership participating in a duly called meeting or ballot shall constitute a quorum.