

Memorandum of Understanding

on Maintenance of Information Access Center and ICT Cooperation

between Open International University of Human Development "Ukraine" of Ukraine and
National Information Society Agency of Korea

With recognition on the importance of ICT technology in driving economic development and improving social and economic standards of a nation and understanding that ICT technology development will be mutual benefits for both parties, Open International University of Human Development "Ukraine" (hereinafter referred to as University "Ukraine") and National Information Society Agency of Korea (hereinafter referred to as "NIA") (collectively "the parties") agree as follows, with an aim to further strengthen friendship of the countries and especially, strengthen and promote bilateral cooperation in ICT sector.

1. Information Access Center (hereinafter referred to as 'IAC') is a comprehensive facility consisting of Internet lounge, ICT education rooms, seminar rooms and administrator office, established with an aim to enhance ICT access and ICT competence of Ukraine and promote ICT cooperation between Korea and Ukraine
2. The purpose of this Memorandum of Understanding (hereinafter referred to as "MoU") is to strengthen cooperation between the two countries in accordance with laws and regulations of the countries.
3. The parties run IAC based on equality, mutual benefits and bilateral interest of the two countries.
4. Details of the project implementation shall follow the agreement in the appendix and by signing the agreement below, the parties agree to implement and follow the agreement between the parties in the appendix of this MoU.

MOON, Yong-sik

MOON, Yong-sik
President
National Information Society
Agency
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Petro Talanchuk
Petro Talanchuk
President

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[Appendix] Mutual Agreement

Article 1 Project Overview

i) Backgrounds:

Despite rapid development of ICT technologies, the underprivileged continue to be left behind and the global digital divide is still widening. To strengthen global ICT access and contribute to addressing these issues, National Information Society Agency and Ministry of Science and ICT are implementing information access center establishment projects and also projects to enhance operation environments to improve operational sustainability of the centers.

IAC maintenance project starts with request for support from the partner country and final decision is made after the evaluation procedures IAC maintenance project to be implemented with Open International University of Human Development "Ukraine" of Ukraine is initiated by application from Open International University of Human Development "Ukraine" under Ministry of Digital Transformation of Ukraine with acknowledgement of Secretariat of the Cabinet of Ministers, the year of 2020.

ii) Project Details:

NIA is assisting IAC to adapt to the ever-changing ICT trends by providing ICT technology support and the state-of-the-art ICT facilities even after the establishment of the centers with IAC maintenance project. For the project, NIA covers the cost for ICT devices/equipment supply and installation, while the partner country pays operational cost after improvement of operational environments (recruitment of IAC Administrators¹, Internet fee, maintenance fee, etc.).

¹ At least 3 IAC Administrators are needed including 1 main IAC Administrator, 1 sub-IAC Administrator and 1 IT staff to oversee maintenance each. To ensure seamless communication with NIA, all IAC Administrators should have good command of English. When IAC Administrators or staff are changed, it should be notified to NIA at least 3 weeks in advance.

iii) Schedule:

Process	Details	Timeline
Working-level coordination	Based on discussion on the direction of center operation, working-level staff of the two nations have overall discussion including the direction of supply of ICT devices and facilities	October
Signing the Agreement and MoU	Confirming the understanding of each party over the project details	October
Maintenance	ICT facility supply and installation	November
Online workshop For IAC Administrator	Education and training for center operation *It may be provided as Online class, depending on COVID 19 pandemic situation.	November
Reopening event	Center reopening and reopening event	December

* The timeline can be adjusted, with mutual discussion, reflecting local circumstances of each country.

** Official language for the project is English. ²

Article 2

Scope of Cooperation

Partner Country	NIA
I. Cooperation to IAC building <ul style="list-style-type: none"> - Providing the site to build IAC - Checking local laws and regulations relevant to establishment of the center³ - Taking care of the customs clearance⁴ - (When necessary for causes, including the pandemic situation) exemption of self-quarantine for project participants from Korea - Exemption of immigration inspection for project participants from Korea - Cooperation for events (opening event, etc.) II. Operation after IAC building <ul style="list-style-type: none"> - Operation at least for 4 years - Submission of IAC outcome reports - Participation in IAC periodic meetings and other events 	I. IAC building <ul style="list-style-type: none"> - Field survey - ICT facility supply - Inviting IAC Administrators for training - Center opening II. Competence strengthening <ul style="list-style-type: none"> - ICT knowledge sharing - Korea's competent service and S/W sharing⁵ III. Network <ul style="list-style-type: none"> - Holding IAC periodic meetings - Holding periodic networking events - Support for good performing centers

² Considering this, for efficiency in project operation, the nations shall appoint contact persons capable of communicating in English.

³ The contact person of the partner country shall check local laws and regulations relevant to IAC building and report to and discuss with NIA if there are regulations related to the project proceeding. For issue caused by negligence of such checking and reporting, the partner country shall be responsible.

⁴ The partner institution shall take responsibility for customs clearance simplification and tariff exemption.

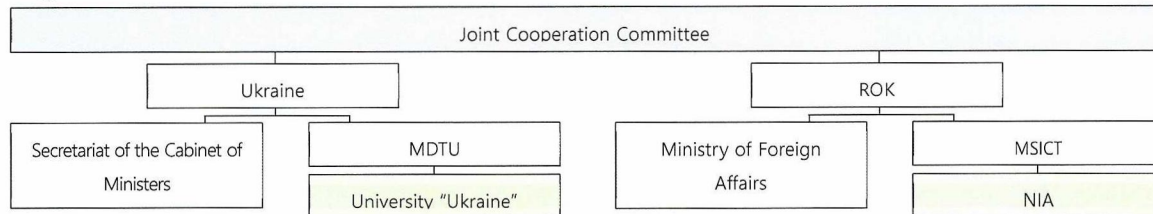
⁵ Sharing outstanding ICT police cases of Korea and distribution of S/W

Article 3

Joint Committee

1. To implement the MoU, the parties shall organize a joint cooperation committee participated by the stakeholders of IAC project (hereinafter referred to as "Joint Committee").
2. Organization of the Joint Committee is as follows.

a. Organizational Chart



- b. For the Joint Committee, the parties shall appoint at least 1 but no more than 10 persons⁶ and notify to the other party.
 - c. The members of the Joint Committee shall be appointed and notified within 10 days after signing this agreement.
3. For efficient proceedings of IAC project, the Joint Committee shall take the following responsibilities and roles.
- a. Sharing key information for implementation of the project between the two countries or two institutions.
 - b. Taking responsibility for execution of the MoU and the appendix.
 - c. Overseeing and monitoring the progress of the project implementation.
 - d. Whenever necessary, convening a meeting to make decisions on project implementation.

Article 4

Center Operation

1. Information Access Center (IAC) established at University "Ukraine" and all the ICT devices and equipment shall not be moved to other places without prior discussion with NIA and prior consent⁷ of the two institutions.
2. IAC shall not be used for purposes other than the original purposes of the center establishment⁸ without discussion with NIA.

⁶ In case of changing members of the committee, it shall be notified to the other party at least 10 days in advance.

⁷ It shall be discussed with NIA at least 2 months in advance.

⁸ Improving ICT access and strengthening competence of the community, nurturing ICT professionals, activating ICT-based projects

3. University "Ukraine" shall hire full-time IAC Administrators for operation of IAC.
 - a. University "Ukraine" shall appoint at least 1 main IAC Administrator, 1 sub IAC Administrator and 1 staff capable of maintain and repairing ICT devices and equipment each.
 - b. IAC Administrator shall submit a report every quarter on the status including No. of users using the center by facility and educational programs provided. ⁹
 - c. IAC Administrator shall attend the periodic NIA-IAC meetings and share the best practices of the center operation with other IACs, including leading ICT projects and ICT education programs.
 - e. NIA shall select good-performing centers every year and the criteria for selection shall include submission of reports in time, participation in periodic meetings and best practices.
4. University "Ukraine" shall take responsibility for damage or loss of IAC facilities and ICT devices/equipment and shall recover them to the original conditions.
5. IAC shall be registered as a member of global IAC network automatically, upon establishment.
6. IAC shall be maintained in the best possible conditions with regular facility repair and maintenance.
7. IAC may apply for "IAC Maintenance Project" depending on the results of evaluation¹⁰ on 4-year operation.
8. Based on discussion with the partner country, NIA may dispatch ICT experts of Korea to IAC center in the mid/long-term.

Article 5

Others

1. Unless the other party otherwise agrees, both parties shall not disclose or distribute information on provisions of cooperation and terms and conditions of the agreement to a 3rd party who is not included as part of the project.
2. This MoU can be amended only with written consent of the parties.
3. Disputes over interpretation and execution of the MoU between the parties shall be resolved amicably through mutual discussion at the Joint Committee or others.
4. For compliance with the provisions of the MoU and the agreement in the appendix, if the other party does not cooperate or fails to fulfill the provisions, NIA may cancel the project. When the project is cancelled prematurely, all the facilities related to the project shall be returned to NIA.

⁹ The report shall use the form designated by NIA.

¹⁰ Application can be made after 4-year operation since the establishment of the center and selection evaluation shall be based on comprehensive review and consideration over submission of the reports in time, participation in periodic meetings and best practices.

Article 6

Effective Date and Effective Period

The MoU shall take effect from the date of signing the agreement and unless there are special reasons not to, it shall remain effective for 4 years. The parties may extend the MoU based on mutual agreement, upon expiration.