



**MEMORANDUM OF ASSOCIATION AMONG THE BAY OF BENGAL
INITIATIVE FOR MULTI-SECTORAL TECHNICAL AND
ECONOMIC COOPERATION (BIMSTEC) MEMBER COUNTRIES
CONCERNING ESTABLISHMENT OF A BIMSTEC CENTRE FOR
WEATHER & CLIMATE**

Recognizing the decision, during the First BIMSTEC Summit held in Bangkok, Thailand on July 31, 2004, to explore the expansion of, inter alia, weather and climate research and natural disaster mitigation and management,

Whereas the member countries of BIMSTEC are interested in the establishment and operation of the BIMSTEC Centre of Weather and Climate,

Recalling the recommendations of BIMSTEC Workshop on weather and climate held in New Delhi, India on July 21-23, 2005, inter alia, appreciation expressed by BIMSTEC member countries for setting up of BIMSTEC Centre for Weather and Climate in India,

Bearing in mind that a number of effective measures and steps to ensure the necessary infrastructure and facilities for the BIMSTEC Centre for Weather and Climate have been taken,

Desirous of concluding a Memorandum of Association and defining the terms and conditions for the establishment and operation of the BIMSTEC Centre for Weather and Climate,

Member countries of BIMSTEC have **agreed** as follows:

Article 1 Establishment

1.1 The Governments of BIMSTEC member countries agree to take measure which may be required for the setting up of BIMSTEC Centre for Weather and Climate in India, hereinafter called "the BCWC" as provided for under this Memorandum.

1.2 The BCWC shall be registered under existing Indian laws. It will, however, function in the common interest of all BIMSTEC member countries.

Article 2 Objectives and Functions

1. The objectives of BCWC are:

- (a) To promote and encourage cooperation between BIMSTEC member countries in identified areas of fundamental and applied scientific research in weather prediction and climate modeling.
- (b) To promote scientific capacity building in weather and climate research.
- (c) To encourage and assist the publication of important results of research obtained within the framework of the BIMSTEC cooperation on weather and climate.

2. The functions of the BCWC will be:

- (a) To organize training programme on weather and climate modeling for participants from BIMSTEC member countries.
- (b) To assist in establishing regional data bank and information network on weather and climate amongst BIMSTEC member countries.
- (c) To arrange collaborative research and development activities in weather and climate modeling resulting in improved weather prediction technique to reduce loss of lives and damage to property caused by natural disaster in the BIMSTEC member countries.

- (d) To promote the use of new scientific and technical tools to strengthen preparedness in handling disaster and to improve early warning system.
- (e) To coordinate establishing and maintaining a reliable and timely communication network in the BIMSTEC member countries.
- (f) To promote awareness on early warning systems with particular reference to extreme weather and climate events.
- (g) To provide scientific and technical information on weather and climate conditions within the region by encouraging collaboration between national and regional weather services and other agencies.
- (h) To promote cooperation in outreach of weather and climate information to the end users.
- (i) To promote cooperation in development of tools for application of weather and climate information for important sectors of economy of the region and share experience thereon.
- (j) To provide assistance to scientists / institutions in the form of grants and equipment as well as other appropriate means for the pursuit of advanced scientific research within BIMSTEC countries on weather and climate.
- (k) To encourage and assist the publication of important results of research obtained within the framework of the BIMSTEC Cooperation on weather and climate.

Article 3 Governance

I. Governing Board:

- (a) The BCWC shall have a Governing Board consisting of one nominee from each BIMSTEC member country. The overall control of activities of the BCWC shall be vested in the Governing Board.

(b) Composition:

The Governing Board shall consist of one nominee from each member country for a three-year term. However, a member country could replace its nominee earlier. Each participating country shall also designate an alternate member to serve on the Governing Board in the event that its designated member is unable to do so. The Chairperson of the Board would be appointed for a one-year term out of its members according to alphabetical rotation of the names of the member countries. The Vice Chairperson shall be representing India. The Director of the BCWC shall be Member-Secretary of the Governing Board. The Governing Board shall meet once a year. If required, special meetings could be convened.

(c) Responsibilities:

- (i) To formulate policies and oversee the functions of the BCWC;
- (ii) To make rules, procedures and regulations as may be required for the functioning of the BCWC;
- (iii) To adopt an annual schedule of activities, programmes and budget;
- (iv) To consider any matter referred to it by the member countries from time to time;
- (v) To provide the Governments of BIMSTEC countries annual report containing technically substantive information on the progress of the various programme undertaken by the BCWC and its results.

II. The Director:

The BCWC shall have the first Director who would be a scientist of repute from India and appointed by the Governing Board.

The Director shall be overall in-charge of the BCWC in respect of administration, finance, planning and implementation of all tasks/ activities/ projects/ programmes. The Director shall be Member-Secretary of the Governing Board. The Director shall be appointed by Chairperson of the Governing Board on the recommendation of a Search Committee constituted by the Board for this purpose. The tenure of the Director would be initially for three years, extendable up to another two years.

III. Scientific Advisory Committee:

The BCWC will have a Scientific Advisory Committee consisting of one eminent scientific member each from every BIMSTEC member country nominated by the respective governments for a three-year term. The Committee shall meet at least once a year. The Committee will have following functions:

- (i) To identify the research themes, which will receive support of the BCWC or which will be pursued by the BCWC with the approval of the Governing Board.
- (ii) To consider and give recommendation on proposal for research, training and other scientific activities received for consideration by the BCWC and to give its advice to the Governing Board.
- (iii) To give future directions to the research activities of the BCWC.
- (iv) To organize evaluation of proposals by scientists and other consultants/ experts, as may be considered necessary.

IV. Secretariat:

The Secretariat shall be established to manage the day to day affairs of the BCWC under the authority of its Director.

V. Accounts & Audits:

The Accounts of the BCWC will be audited by such person or persons, as may be nominated by the Governing Board.

VI. Annual Report:

The BCWC will prepare the annual report of its activities undertaken during a year for the information of the Governments of BIMSTEC member countries. The annual report, including the audited accounts, will be placed before the Governing Board of the BCWC for its approval.

VII. Source of Income:

The budget of the BCWC will have three components: (a) Capital Expenditure, (b) Institutional Expenditure and (c) Program Expenditure.

- (a) **Capital Expenditure:** Capital Expenditure will include the physical infrastructure, including buildings, equipment and vehicles. The expenses will be borne by India as the host country.
- (b) **Institutional Expenditure:** Institutional Expenditure will include salaries, perquisites, office expenditure, stationery, etc. The cost of local hospitality for the members of the Governing Board as well as Scientific Advisory Committee, and any other committee formed by the Governing Board for attending the meetings will also be met from this Head.
- (c) **Programme Expenditure:** Programme Expenditure will include direct expenditure on the programme activities of the BCWC. This expenditure will also include cost incurred in conducting training courses, including the payment of honorarium to the faculty, accommodation facilities, etc.

The BCWC will render services to the member countries free of charge on request.

The BCWC may seek and generate funds from the member countries and other possible funding sources, as approved by the Senior Officials' Meeting, to finance its programmes and activities.

Institutional Expenditure and Programme Expenditure will be shared by all BIMSTEC member countries according to a mutually agreed arrangement.

Grants for specific activities of the BCWC may be received from national / international organizations with the approval of the Governing Board.

Article 4 Rules of the BCWC

The rules of the BCWC will be framed by the Governing Board and amended as required from time to time.

Manpower Structure of the BCWC

The BCWC may have the following manpower structure:

- (a) **Director:** The Director of the BCWC shall be as described in Article 3.
- (b) **Programme Managers:** Programme Managers will be scientists responsible for various weather and climate programmes. They will assist the Director in coordinating various activities especially on training, documentation and networking aspects. The number of Programme Managers shall be decided by the Governing Board.
- (c) **Scientists:** The BCWC, with approval from the Governing Board, shall recruit scientists at various levels on contract/ secondment basis from BIMSTEC member countries. These scientists shall be responsible for carrying out research on themes of interest to the BIMSTEC member countries. Number of scientists recruited at the BCWC shall be decided from time to time by the Governing Board. These scientists shall be on contract basis for three years with possible extension for another two years.
- (d) **Registrar:** There shall be a Registrar from India, who shall assist the Director in administrative, financial and infrastructure related matters.

- (e) **Executive Assistants cum Personal Secretaries:** There shall be Executive Assistants and Personal Secretaries from India, who will be appointed on contractual basis for a fixed term and on year to year extension basis. Their duties include managing all correspondence, maintenance, upkeep, stores, library, etc.
- (f) **Research Fellows:** Young Scientists from BIMSTEC member countries can work as Junior/ Senior Research Fellows on short term (up to 3 years) fellowship at the BCWC or at any network institutions in a BIMSTEC member country. The BCWC will bear the travel expenses and provide a fixed monthly fellowship amount for living and research work. The nomination for such fellowships will be invited from time to time on the themes/ research topics decided by the Scientific Advisory Committee of the BCWC.

Article 5
Contribution of the Government of India

The Government of India shall provide the BCWC with appropriate space, equipment and facilities.

Article 6
Legal Status, Privileges and Immunities

A Host Country Agreement shall be executed regarding legal status, privileges, immunities, etc. of the BEC.

Article 7
Miscellaneous

Relevant Articles of this Memorandum of Association shall be subject to such harmonized provisions for recruitment, staffing and funding arrangements, as may be agreed by the BIMSTEC member countries.

For the Government of the People's Republic of Bangladesh



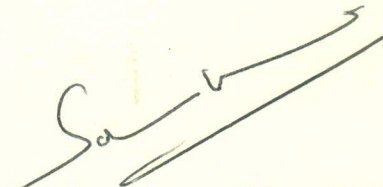
**H.E. Mr. Md. Shahriar Alam
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For the Government of the Kingdom of Bhutan



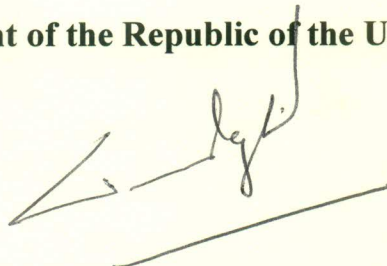
**H.E. Lyonpo Rinzin Dorje
Minister for Foreign Affairs of the Kingdom of Bhutan**

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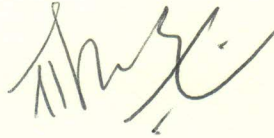
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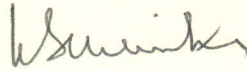
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For the Government of Nepal



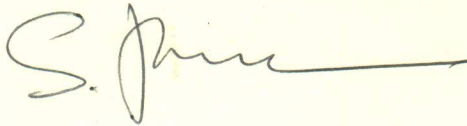
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**H.E. Mr. Sihasak Phuanketkeow
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