



Memorandum of Understanding in between
International Network of Basin Organizations
and

Scientific Information Center, Interstate Commission for Water
Coordination of Central Asia

Object : implementation of the **Agreement between the two organizations**
– Translation s of publication and Website

This Agreement serves as a follow-up of the Memorandum of Understanding signed before between the International Network of Basin Organizations and the Scientific Information Center.

1 - Russian access on INBO's website. The Russian pages will continue to be hosted both on INBO website (www.inbo-news.org) and SIC's CAWater-Info portal (www.cawater-info.net/int_org/inbo/)

This work will be organised into the following points.

1.1/ The translation of official INBO events and official documents.

For each INBO event - world general assemblies (every 2 years), sub-network general assemblies – following items will be translated:

- the title of the event, the city(ies) and the country
- the invitation letter, released by the Permanent Technical Secretariat (INBO-PTS)
- the agenda
- the title of the workshops when appropriate

The translation will concern only new coming events.

1.2/ Website updates

The website is updated once a month (sometimes more often due to hot information).

The update concerns mainly INBO events, which translation relates to the 2nd point, or other major events related to INBO's topics; in the latter case the translation should be done depending on the relevancy of information for Russian speaking readers, proposed by SIC-ICWC and assessed by the INBO-PTS.

The monthly updates will be supplied to SIC-ICWC once a month by INBO-PTS (html format); the updated/translated files will be then forwarded to INBO-PTS within a couple of weeks.

1.3/ Feeding the website with Central Asia information

SIC-ICWC will propose information relevant to INBO's topics from Central Asia countries, to be added to the INBO website; information will be provided in English.

1.4/ Agenda

The Russian part of the INBO website will link to the SIC-ICWC agenda in Russian; SIC-ICWC is committed to incorporate INBO related events (including regional networks).

1.5/ e-Newsletter

INBO-PTS issue a periodic e-Newsletter (5 to 10 par year); SIC-ICWC will translate this Newsletter and assume the dissemination to Russian speaking contacts.

The database of Russian speaking contacts (e mails) will be operated and maintained by SIC-ICWC.

INBO-PTS will provide the file of e-Newsletter in English (html format) when the letter will be ready for dissemination; SIC-ICWC will issue and disseminate the Russian version within a couple of weeks.

2 – Translate and disseminate the INBO yearly newsletter. SIC-ICWC will translate in Russian the INBO Newsletter; this Letter is issued once a year in 3 languages (English, French and Spanish).

2.1/ translation and printing of Russian INBO Newsletter

The INBO-PTS will supply the English version of the coming Newsletter to SIC-ICWC, which will then prepare a camera-ready version, including editing, layout and design.

The original Newsletter will be printed in 4-color; however the format, the text and typographic disposition of the cover, as well as the quality and type of paper will be decided by SIC-ICWC, but as close as possible to the original edition.

The Russian Newsletter should be ready for dissemination 2 months after the receipt of the electronic file of the English version (pdf file, quarkXpress file).

2.2/ Dissemination of the Russian INBO Newsletter

SIC-ICWC will operate and maintain a database of INBO related contacts (mail addresses) in Russian speaking countries (Russia and Central Asia); SIC-ICWC will be in charge of the postal dissemination of the Newsletter to these contact-persons.

SIC-ICWC will provide a pdf file of the Russian Newsletter to the INBO-PTS for uploading on the INBO website.

3 – Reporting, copyrights and budget

3.1/ Reporting

SIC-ICWC will issue an annual report of activities linked to the present MoU; the report in English will describe all actions taken by the parties, with details regarding the number of items disseminated (both e-Newsletter and printed Newsletter).

3.2/ Copyrights

All copyrights of materials issued by INBO (whatever, electronic or printed materials, in English, French and Spanish) belongs to INBO; they cannot be re-used by SIC-ICWC without a formal authorization.

The Russian translations are equally shared between INBO and SIC-ICWC; both partners can re-use these materials, provided they mention the co-owner.

3.3/ Funding

The tentative cost of the preparation and maintenance of the Russian speaking INBO website is described in appendix 1. The tentative cost of the preparation and dissemination of the Russian speaking INBO Newsletter is described in appendix 2.

The foreseen total cost is estimated at EUR 4,617 each year.

Item	Total cost 2018	Total cost 2019	Total cost 2020
1. Website updates	110	110	110
2. Translation e-Newsletter	10	10	10
3. Dissemination e-Newsletter and database of contacts	130	130	130
<i>Sub total 1</i>	<i>250</i>	<i>250</i>	<i>250</i>
1. Preparation of the Russian speaking INBO Newsletter	3817	3817	3817
2. Dissemination of the Russian speaking INBO Newsletter	550	550	550
<i>Sub total 2</i>	<i>4367</i>	<i>4367</i>	<i>4367</i>
TOTAL	4617	4617	4617

It is foreseen that SIC-ICWC will support the e Newsletter dissemination cost and 20% of the other costs, i.e. EUR 925; INBO-PTS will support SIC-ICWC up to the remaining part, i.e. EUR 3,692.

Total payment by INBO-PTS will be made at the latest 30 days after the production of a work achievement reporting by SIC-ICWC.

3.4/ Duration of the MoU

The MoU is signed for a duration of 3 years; after this period, the parties will sign a new formal agreement.

Date: _____ March 2018

For INBO

For SIC ICWC

Eric Tardieu
Director General

Viktor Dukhovniy
Director General

Stamp:

Tentative cost of the preparation and maintenance of the Russian speaking INBO website

1. Cost of INBO web-site translation (www.inbo-news.org).

Payment for translation from English into Russian is made on character basis. It is considered that 1 standard page contains 1800 characters (quantity of characters can be estimated using option Properties/Statistics in MS Word). 1 standard page costs EUR 5.5 and proof reading – EUR 2.2 per page.

It is proposed to translate the following pages:

The translation of the INBO website contents page

www.inbo-news.org/riobang.htm

Website updates Based on assumption that average volume of updates is about 1-2 pages, annual cost of the translation is EUR 110.

e-Newsletter The cost of translation is EUR 10 per year (assuming 1 e-Newsletter – 1 page) The maintenance of the contacts database and the electronic dissemination of the e Newsletter will cost EUR 130 per year

2. The hosting of the website will be assumed by INBO.

Thus, **the total cost estimated** for the support of the Russian speaking INBO website is **EUR 250 per year**.

**The tentative cost of the preparation and dissemination of the Russian speaking INBO
Newsletter**

ESTIMATE COST FOR PUBLISHING INBO PUBLICATIONS IN RUSSIAN

Base: The Network Newsletter No 14, January 2006

40 pages in Russian

Item	Unit cost, euro	Cost, euro
Text processing		
Translation	5.5 euro/page	220
Editing	2.2 euro/page	88
Sub-total		308
Pre press		
Design and page proof	1.1 euro/page	44
Scanning and pictures processing	0.55 euro/page	22
Dummy layout	1.1 euro/page	44
Proof reading	1.1 euro/page	44
Sub-total		154
Printing (4-color)		3300
500 copies replication		55
Binding	0.1 euro/copy	3355
Sub-total		

TOTAL (4-color): EUR 3817 per year (1 item)

2. Dissemination of the newsletter (250 copies) among Russian-speaking auditory in NIS countries other than Central Asia: EUR 550 per year (1 item - EUR 2.2). The other 250 copies will be disseminated among Central Asian countries at SIC's expense.

March 2018