



UNIVERSITÀ
DEGLI STUDI
DI TRIESTE

UEH College of
Technology
and Design
UNIVERSITY

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Prot. 994 11.9.2024

Department of
Deams Scienze Economiche, Aziendali,
Matematiche e Statistiche "Bruno de Finetti"

ISCM
INSTITUTE OF
SMART CITY &
MANAGEMENT

**EXECUTIVE PROTOCOL
OF THE MEMORANDUM OF UNDERSTANDING
BETWEEN
DEPARTMENT OF ECONOMICS, BUSINESS, MATHEMATICS AND STATISTICS, UNIVERSITY
OF TRIESTE (ITALY)
AND
INSTITUTE OF SMART CITY AND MANAGEMENT, UNIVERSITY OF ECONOMICS
HO CHI MINH CITY (VIETNAM)**

The Department of Economics, Business, Mathematics and Statistics "Bruno De Finetti", University of Trieste and the Institute of Smart City and Management, University of Economics Ho Chi Minh City in order to put into practice the Memorandum of Understanding signed on 22 April 2024, to foster development of cultural, scientific and educational cooperation as mutual advantage to both Universities and with the aim to reinforce such cooperation, agree on the following points to set forth the specific details of cooperative activities in which scholars, administrative staff and students are authorized by this Protocol.

For the Department of Economics, Business, Mathematics and Statistics of the University of Trieste the following professor are responsible for the activity of this Protocol: Prof. Giuseppe Borruso (contact address: email address: giuseppe.borruso@deams.units.it; phone number +39 3465742340) and Prof. Lucia Rotaris - Departmental Delegate for International Relations and Mobility (contact address: email address: lucia.rotaris@deams.units.it; phone number +39 3397437671).

For the Institute of Smart City and Management of University of Economics Ho Chi Minh City, the following professor is responsible for the activity of this Protocol: Ms. Lai Phuong Dung (contact address: email address: dunglp@ueh.edu.vn; phone number: +84 937766145).

1. Scope

The collaboration and cooperation under the framework of this Protocol shall initially include, but not be limited to, the following fields:

- a. Sustainable urban Economics and Geography; city marketing;
- b. Land-use, Transport and economic planning;
- c. Digital transformation, Energy Transition, Circular Economy;
- d. Smart cities and communities; smart development and management;
- e. Smart City and Innovation Management;
- f. Technology Transfer and Innovation
- g. Geoeconomics and Global supply chain;
- h. Transport economics and Logistics

* The Chancellor/Rector/President/Vice-Chancellor/Provost



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Such collaboration and cooperation shall be carried out on the basis of equal and mutual advantage, and both Institutions reserve the opportunity to identify and define, through future written and signed amendments of this Protocol, additional fields of education and/or scientific activity.

2. Foreseen Activities

Both Institutions indicate their willingness to cooperate in the promotion of both educational and research activities.

Under this Protocol the following activities are included:

- Joint research projects and common scientific initiatives, such as seminars, lectures, workshops, etc.;
- Exchange of Professors and researchers;
- Exchange of publications, reports and other academic information;
- Exchange of undergraduate and postgraduate students (including PhD);
- Use of research equipment and free access to the facilities of either institution;
- Joint academic programmes (e.g. double degree programmes);
- Joint institutional activities, e.g. submission of joint research projects, organization of joint workshops, joint Summer and/or Winter Schools,
- Other activities mutually agreed (for the University of Trieste details will be specified in the Call for activities).

Each activity will be regulated by a specific document where both scientific and administrative aspects will be detailed. The document will be signed by the Professor/s responsible of this Protocol and the Head of the Departments involved of both Universities.

3. Exchange of Professors, PhD students and administrative staff

The purpose of any exchange of professors must be for teaching or research purposes.

The exchange of professors under this Protocol shall be based on reciprocity and respect of a balance between incoming and outgoing participants.

Administrative staff shall participate in exchanges subject to specific terms and conditions and duly authorized by the respective administrative authority.

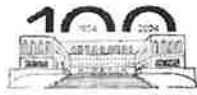
The number of professors and administrative staff members to be exchanged will be commensurated with available funds.

Both Institutions agree that, unless specifically stated otherwise, all travel and living expenses of professors, PhD students and administrative staff members, incurred while attending the host Institution or residing in the host Country, including meals, transportation, and lodging, shall be the responsibility of the sending Institution, subject to each Institution's availability of funds and regulations in force.

For the University of Trieste financial support to costs related to the activities carried out under the framework of this Protocol will be regulated by specific internal calls in which terms and conditions will be determined on the basis of the available budget.

However, activities are not only related to internal calls; they can be undertaken under the initiative of the professors responsible of the Executive Protocol according to their personal research funds.

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Exchange professors, PhD students or administrative staff members shall be subject to the hosting Institution's rules, regulations and policies. Each hosting Institution reserves the right to terminate a Visiting professor/PhD/students/staff member's participation for violation of the hosting Institution's rules, regulations, and policies, or violation of laws or regulations in the host Country.

On the basis of each internal organization the host Institution shall exercise reasonable efforts to assist, as far as possible, participating professors, PhD students and staff members in identifying accommodation that are locally available and provide information and assistance to obtain visa or other documents necessary to enter, stay and work in the host Country.

Individual exchanges shall not exceed 2 months.

Each person involved in all the activities foreseen by this Executive Protocol has to provide him/herself with a suitable health and third-party liability insurance, and all insurances envisaged by the host Country and host Institution's regulations.

4. Student Exchange Programs

The terms and conditions of each student exchange will be mutually discussed and agreed upon in writing by both Parties, and will be the object of a separate legally binding written agreement or ERASMUS+ Interinstitutional Exchange Agreement, prior to the commencement of the exchange of students.

The agreement will indicate the type of activity (study or internship), the professor in charge as supervisor for academic matters; the area code/s - ISCED within which student exchange will take place, details concerning calendar terms for student nominations; autumn and spring terms to receive incoming nominations; application procedures; academic requirements, the recognition process of exams, available infrastructure for people with disabilities, insurance, (only for the University of Trieste: the identification details of INAIL - Industrial health and safety insurance); civil liability insurance policies, if applicable, health insurance coverage and all other necessary information established in written.)

Student exchange agreements will be implemented on a "fee waiver" basis: students of both Universities will be exempted from fees while attending the host University.

Student exchange agreements will bear also details on coverage of costs for travel, living, miscellaneous expenses incurred in attending the host Institution, including meals, transportation, and lodging.

Financial resources for the implementation of student exchanges may be agreed in written by both parties depending upon each availability of funds.

5. Duration

This Executive Protocol shall remain in force for 6 years, if it is signed concurrently to the pertaining Memorandum of Understanding or alternatively for the remaining number of years to the MoU's expiry date, when signed after.

The Executive Protocol is subject to approval of both Institutions and may be extended by mutual consent, in writing, by each duly authorized legal representative, if the pertaining MoU is extended and for the same number of years.

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In any case, this Protocol may be terminated in writing by one of the parties with at least a notice period of three months before the requested date of expiration. Any ongoing or already scheduled activity at that time will not be affected.

6. Final provisions

For any point not specifically covered in this Executive Protocol it shall be referred to the Memorandum of Understanding.

SIGNATURES

The Director of the Department of Economics, Business, Mathematics and Statistics
Prof. Donata Vianelli

Date:

07 AGO. 2024

The Director of the Institute of Smart City and Management

Dr. Tu Anh Trinh

Date: 01/08/2024



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**ADDENDUM TO THE EXECUTIVE PROTOCOL
OF THE MEMORANDUM OF UNDERSTANDING
BETWEEN
DEPARTMENT OF ECONOMICS, BUSINESS, MATHEMATICS AND STATISTICS, UNIVERSITY
OF TRIESTE (ITALY)
AND
INSTITUTE OF SMART CITY AND MANAGEMENT, UNIVERSITY OF ECONOMICS
HO CHI MINH CITY (VIETNAM)**

1. Foreseen Activities

Both Institutions indicate their willingness to cooperate in the promotion of the educational activities foreseen by this agreement:

- Exchange of undergraduate, bachelor and PhD students.
- Exchange of Professors and researchers;
- Exchange of administrative staff.

The present agreement will regulate all administrative and educational aspects.

2. Mobility numbers per academic year

Each Institution shall select students whom they deem suitable to take part in the study abroad programme, according to the criteria indicated in the internal Call of each respective Institution. Students will be selected among those enrolled at the study courses belonging to the area code/s indicated in the table below.

The maximum duration of the exchange is indicated in the tables below. However, if for educational reasons shorter periods are necessary, a different duration will be mutually agreed by professors responsible of the student mobility for each area code.

Both Institutions shall attempt to keep a reasonable balance in the number of students exchanged.

FROM	TO	Subject area code (ISCED)	Subject area name	Study cycle (1 st , 2 nd , 3 rd)	Student mobility for studies – Total number of students	Student mobility for studies – Total number of months



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University of Trieste	University of Economics HO CHI MINH CITY	0310 o 0410	Economics or Business	1 st	3	18 (3x6)
University of Economics HO CHI MINH CITY	University of Trieste	0310 o 0410	Economics or Business	1 st	3	18 (3x6)
University of Trieste	University of Economics HO CHI MINH CITY	0310 o 0410	Economics or Business	3 rd	2	18 (3x6)
University of Economics HO CHI MINH CITY	University of Trieste	0310 o 0410	Economics or Business	3 rd	2	18 (3x6)

Staff exchange

FROM	TO	Subject area code (ISCED)	Subject area name	Type	Staff	Total number of months
University of Trieste	University of Economics HO CHI MINH CITY	0310 o 0410	Economics or Business	Professors and researchers	2	2 (2x1)
University of Economics HO CHI MINH CITY	University of Trieste	0310 o 0410	Economics or Business	Professors and researchers	2	2 (2x1)
University of Trieste	University of Economics HO CHI MINH CITY	0310 o 0410	Economics or Business	Administrative staff	2	2 (2x1)
University of Economics HO CHI MINH CITY	University of Trieste	0310 o 0410	Economics or Business	Administrative staff	2	2 (2x1)

Partner Institutions commit to amend the above tables in case of changes of mobility conditions intervened at each partner Institution no later than January in the preceding academic year.

3. Recommended language skills

Each sending institution is responsible for providing support to its nominated students so that they can have the recommended language skills at the beginning of course at partner Institution.

For the University of Trieste, the level of English language recommended to attend the course is B2 QCER.

For the University of HO CHI MINH CITY the level of English language required to attend course is the following is B2 QCER.



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4. Activities to be carried out at foreign Institution

At the host institution, students shall be allowed to do the following activities:

- a) attend classes and take the prescribed exams at the end;
- b) pursue research activities for the final thesis;
- c) take part in a traineeship when this is foreseen by in the degree programme.

Activities to be carried out at the foreign University will be indicated in a Learning Agreement and shall be approved by the involved Department/s of each Institution before departure.

At the end of the exchange period, the receiving Institution shall issue a Transcript of Records' certificate attesting the activities which have been carried out by each student.

During the exchange period at the host institution students shall comply with internal rules and regulations of the partner Institution.

5. Tuition fees and other costs

Student exchanges deriving from this Addendum will be implemented on a "fee waiver" basis: students at both Universities will be exempted from fees while attending the host University.

6. Insurance

Students from both Institutions are covered by their home universities' insurance for accidents and illnesses caused by accidents and civil liability.

Students will be asked to sign their own health insurance before departure.

7. Financial resources

Each University will be responsible for financing scholarships made available for their respective selected students.

8. Validity period of the agreement

This Agreement shall remain in force until the expiry date of the pertaining Executive Protocol. The validity of this agreement may be extended by mutual consent in writing.

9. Final provisions



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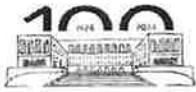
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Name of the University	University of Trieste	University of Economics Ho Chi Minh City
Websites		
General website of the university	http://www.units.it	https://www.ueh.edu.vn/en/
Website for incoming exchange students	https://www2.units.it/internationalia/en/erasmusplus-in/?file=stu_studio.html	
Academic calendar (lecture periods)		
Start / end dates - winter term	September / January	August/ December
Start / end dates - spring term	February / May	January/ June
Examination periods	January- February; May – July, September	December; June
Nomination of mobile students		
Mobile students Nomination's deadline	31 May 30 November	01 April 01 September
Methodology for nomination procedures	Call + online application	Call + online application
Local Contact Persons		
Professor responsible for incoming exchange students at UniTS	Prof. Giuseppe Borruso	Ms. Lai Phuong Dung
Contact details	giuseppe.borruso@deams.units.it; +39 3465742340	dunglp@ueh.edu.vn; +(84) 937 766 145