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DI TRIESTE



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**EXECUTIVE PROTOCOL
OF THE MEMORANDUM OF UNDERSTANDING
BETWEEN
DEPARTMENT OF ENGINEERING AND ARCHITECTURE, UNIVERSITY OF TRIESTE (ITALY)
AND
FACULTY OF CIVIL ENGINEERING,
TON DUC THANG UNIVERSITY (VIET NAM)**

The Department of Engineering and Architecture University of Trieste and the University of Ton Duc Thang, in order to put into practice the Memorandum of Understanding signed on _____ Registration No. _____ 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 Engineering and Architecture of the University of Trieste the following professor is responsible for the activity of this Protocol: Prof. Elena Marchigiani of the Department of Engineering and Architecture (contact address: email address: emarchigiani@units.it; phone number +39 3492872913).

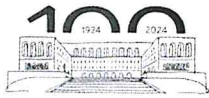
For the University of Ton Duc Thang, the following professor(s) is/are responsible for the activity of this Protocol: Dr. Tran Minh Tung of the Faculty of Civil Engineering (contact address: email address: tranminhtung@tdtu.edu.vn; phone number +84 915791579).

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 planning and urban design;
- b. Architectural design and buildings rehabilitation;
- c. Advanced technologies for representation, analysis and development of architectural and planning instruments and design solutions;
- d. Smart cities and smart development and management;
- e. Collaborative planning and urban regeneration.

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.



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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 PhD students;
- 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.

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

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



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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.

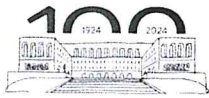
The Executive Protocol is subject to approval of both Institutions and may be extended by mutual consent, in writing, by each duly authorized legal representative, if the pertaining MoU is extended and for the same number of years.

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.

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SIGNATURES

The Director of the Department of Engineering and Architecture of the University of Trieste
Prof. Paolo Gallina
Date, 5/03/24



DIRETTORE DEL DIPARTIMENTO

Prof. Paolo Gallina

The Dean the Faculty of Civil Engineering of Ton Duc Thang University
Dr. Tran Minh Tung
Date, 5/03/24