

Governance Model

Al-Mashreq-TP

**Al-Mashreq Technology Platform in ICT
Egypt-Jordan-Lebanon-Palestine-Syria**

**Version 1.0
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“Information and communications technology applications can be found in practically every area of life; they shape our private lives and our work. But while there is extensive and detailed media coverage of the changes in private communication, the significant and frequently far-reaching impact that ICT has on the world of work receives far less attention in the world at large and in the Middle east in particular. Not only is the ICT industry a steadily growing sector with a high economic significance, ICT-based solutions and technologies also make a valuable and very important contribution to value-creation in other sectors, e.g. trade, health, environment, energy and manufacturing industries. Information and communication technologies are just as essential for modern society as electricity and water networks have been for the past hundred years. Modern everyday life would be utterly unthinkable without information and communication technologies...”

1. AI-Mashreq Technology Platform (AMTP) Governance Model

AMTP is the realization of the vision of active members in MOSAIC project from Egypt, Jordan, Lebanon, Palestine, Syria (MOSAIC-Mashreq) to establish and promote a technology platform for the sole purpose of advancing research, innovation, invention, and entrepreneurship in the information and communication technology field and related sectors.

It is the common belief of the MOSAIC-Mashreq members that a strategic and focused investment in the ICT field will enhance the region capabilities to create a sustainable knowledge based economy, where ICT plays the role of enabler of key technologies. Creating a technology platform in the ICT field and related sectors such as health, education, security, environment, transportation and energy is sought to provide a platform for various participants from the academy, industry and government to contribute individually and collectively to this extremely important facet of technology.

A document outlining the vision of the AI-Mashreq Technology Platform (Strategic Vision MED-TP of Mashreq) has been published by the MOSAIC MED-Mashreq [1].

The purpose of this document is to provide the general rules governing the creation and the course of action of the AMTP. It describes the governance rules used in **AMTP**. The objective of the Governance Model is to provide a clear and simple management structure, which allows the effective operation of the AMTP community and permits that the majority of the effort is devoted to the development and promotion of **AMTP**'s activities. This document sets out the governance framework of **AMTP**. It sets the parameters and provides guidance for coordinating its activities.

1.1 AMTP Scope

The intended scope of the **AMTP** community is to:

- Provide a unified view for research in the field of ICT;
- Identify a shared Strategic Research and Innovation (SRI) Agenda based on the technological and economic considerations of the Mashreq region;
- Continuously analyse available state-of-the-art technologies and the appearance of new models in the ICT field and related sectors;
- Identify the needs of the market and future developments;
- Continuously analyse the state of the ICT industry and the economic impact of the undertaken research;
- Demonstrate the potential application of research results to existing business processes as well as in new products and services;
- Establish the strategies to speed up the realization of the objectives of **AMTP**, including the support to public policies;
- Ensure that **AMTP** members have a well-structured way of interaction;
- Act as a facilitator to establish complementary and cooperative research projects and related activities;
- Enable the collaboration between **AMTP** and other regional and global technology platforms.

1.2 Principles of AMTP Community

AMTP is based on the following principles:

- **Awareness-raising:** The objectives and activities of the Community will be disseminated to all stakeholders including policy makers, regulators, the business sector and consumers, as the community focuses also on the identification of future market needs and future developments.
- **Industry-driven:** The **AMTP** community is driven by the industry and market needs according to the region current and foreseen situation.
- **Innovation and Invention Enabler:** The AMTP plays the role of enabler for the creation, promotion, and deployment of new inventions and innovation in the ICT field and related sectors
- **Collaboration:** The **AMTP** community is aimed at aligning research, development, and innovation (**RDI**) efforts of different stakeholders toward the promotion of collaborative RDI topics and projects that impact the development of its members and Mashreq societies.
- **Openness:** participation in the **AMTP** community is open to all Mashreq entities, who are active in the ICT field and related sectors, and who are willing to contribute to the activities of this community.
- **Transparency:** In order to ensure transparency in the **AMTP** community, the following actions will be performed:
 - Rotation of the Steering Council
 - Regular stakeholder meetings
 - Openness to the participation of new stakeholders
 - Setting up a Community Website
- **Coherence:** The actions and initiatives in the framework of **AMTP** must be aligned with the Vision document and the objectives of the Strategic Research and Innovation Agenda.
- **Internationalization:** the **AMTP** community is aimed at establishing stronger bounds for cooperation with equivalent Middle East and international communities.

1.3 AMTP Stakeholders

The **AMTP** is open to all RDI stakeholders of the ICT Community, in particular:

- Academic and research institutions (universities, educational centres)
- Research centres
- Application developers
- Associations of the ICT industry
- Regional centres for technology incubators
- Broadcasting organizations
- Chambers of commerce
- Commercial technology providers
- Content providers
- Equipment suppliers and ICT vendors
- Industrial users
- Technology integrators

- ICT operators
- Public institutions (Ministries, National Scientific Labs, Technology Parks)
- Funding agencies (public, private, regional, international)
- R&D centres
- Service providers
- SMEs
- Solution providers
- ICT training centres

AMTP stakeholders are classified into four categories according to their nature and size:

- Large Enterprises
- SMEs
- Education and Research Domain (Universities, R&D centres)
- Observers (associations, chambers, R&D agencies, government, etc)

1.4 AMTP Guideline documents

In order to establish a well founded RDI framework in ICT for the following years and to orient members in the Mashreq region for RDI endeavours, AMTP embodies its guidelines in the following documents:

- **Governance Model Document:** It establishes and regulates the principles of operation of the AMTP community.
- **Strategic Vision MED-TP of Mashreq Document:** It comprises the vision of the **AMTP** community, establishing the goals and challenges of the community. It is developed by the Steering Council and endorsed by the General Assembly. It is reviewed and updated every two years.
- **AMTP Strategic Research and Innovation Agenda (SRIA):** The Strategic Research and Innovation Agenda reflects the main challenges in achieving AMTP Vision 2020 and identifies specific research priorities, their importance and time-relevance.

AMTP Roadmap: The SRIA Roadmap contains a list of future research topics, defining their objectives and scope, expected impact, estimated budget and duration, as well as project ideas toward the implementation of AMTP SRIA.

2. AMTP Governance Structure

The AMTP governance is based on the following structure:

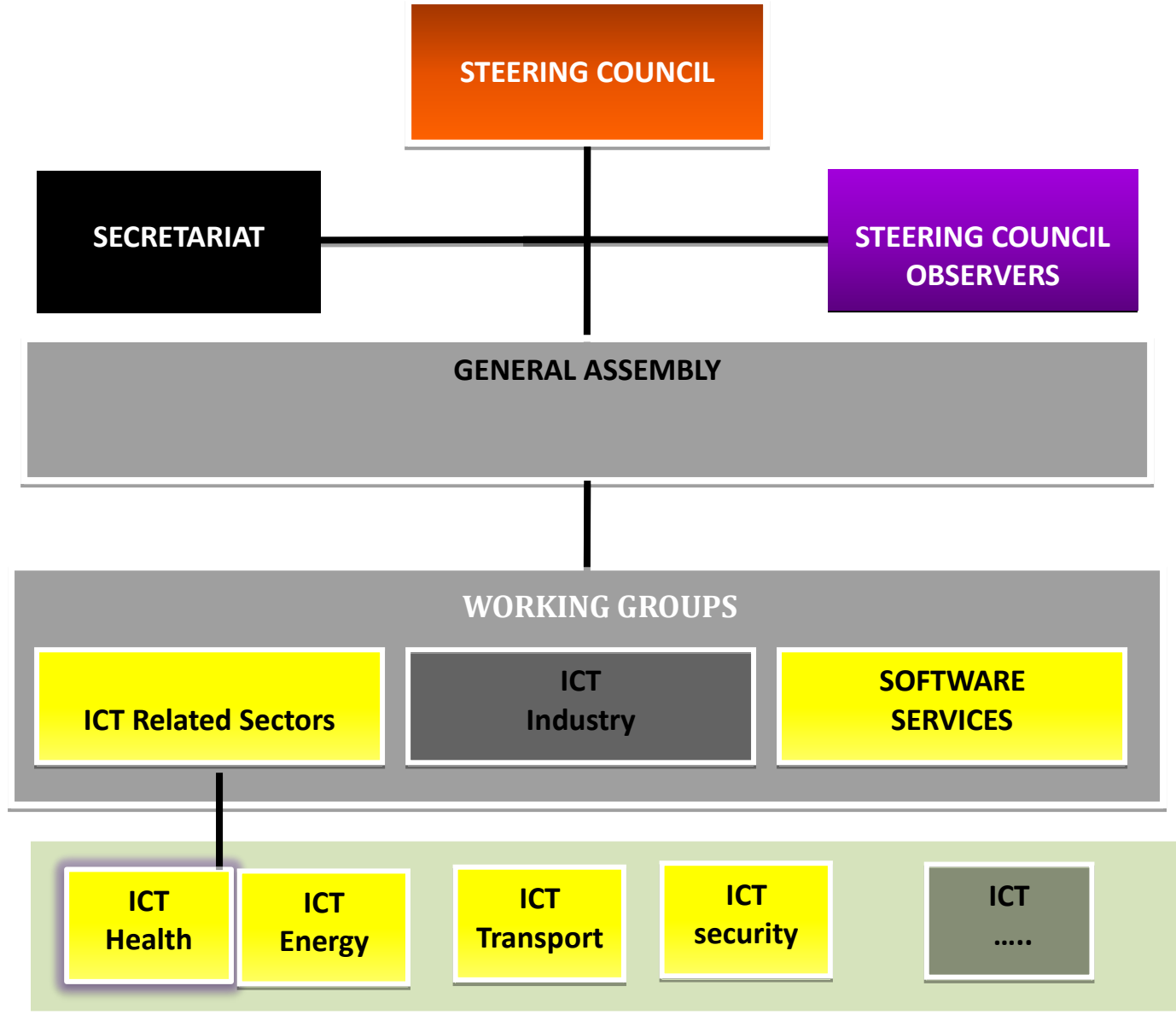


Figure 1 AMTP Governance Structure

- The **AMTP General Assembly (GA)** brings together all interested stakeholders that participate in the AMTP community. Membership is open to all organizations that meet the requirements described in section **3. Membership of AMTP**. AMTP members will be encouraged to actively participate in AMTP events and to contribute to its activities (e.g.

updating the AMTP Strategic Research and Innovation Agenda). General Assembly members elect the AMTP Steering Council; they endorse the Strategic Research and Innovation Agenda as well as the policies of the community. All members are welcome to participate in the GA meetings.

- The **AMTP Steering Council (SC)** is composed of a set of representative of the Mashreq industrial and academic domains of the ICT field. They define the strategic vision and the key orientations of the AMTP community, with the objective of converting the AMTP vision into a Strategic Agenda and to establish the operational goals for achieving this agenda. The Steering Council is chaired by **AMTP’s Chairperson**, a senior person from the AMTP community capable of interacting at senior level with other industry players and key representatives from the International and National Public Authorities, and International equivalent Communities.
- The **AMTP Secretariat** provides the working infrastructure for the AMTP community. This includes managing the communications, document support, meeting support, handling publications, and representing AMTP where appropriate. The activities of the AMTP Secretariat will be supported by the project MOSAIC¹ until December 2015. After this, the AMTP community must be self-managed and self-supported by its own members.
- **Steering Council Observers** are additional parties, who will be invited to participate in the activities of the Steering Council to facilitate the synchronisation of AMTP activities with their organisations. Public institutions such as Ministries, National Planning Department and Associations can be observers of AMTP activities.
- **AMTP Working Groups** are created by the Steering Council in order to facilitate the internal organisation, build a complete Research Agenda, liaise with established research activities contributing to the AMTP vision and gather input from specific Communities or specific industry segments. Their work plan is defined by the Steering Council and endorsed by the General Assembly. Each working group is managed by a **Group coordinator**. Working groups may be created or removed based on recommendation of the Steering Council and approval of the general assembly.

The coordination of the thematic group will be managed ideally by a representative of the Industry. However, in order to enhance the communication between Industry and the Academia, Group Coordination will be supported by a representative of the academic field.

2.1 AMTP General Assembly

The General Assembly should widely represent all stakeholders in order to take into account the activities, opinions and interests of all active players of the sector.

Each member of the General assembly may present its contributions to the Strategic Research and Innovation Agenda, the Vision of the community and the Roadmap of AMTP for review by the Steering Council.

¹ MOSAIC is funded by the European Commission under the “Information & Communication Technologies” Theme of the 7th Framework Programme for Research and Technological Development.

The General Assembly may review the work done by the Steering Council and the Working Groups.

Responsibilities of the General Assembly members

The main responsibilities of the GA members are:

- **Governance Model Document:** It establishes and regulates the principles of operation of the AMTP community.
- Election of the members of the Steering Council and the Working Groups coordinators.
- Decision on accepting, suspending or expelling members of the community.
- Contribution to the Strategic Research and Innovation Agenda, reports and recommendations.
- Contribution to the work plan of the Working Groups and the preparation of project proposals.
- Decision on creating or removing a work group.
- Deciding on the income resources of AMTP, expenditure venues, and budget of the AMTP

General Assembly Meetings

AMTP must hold at least one GA meeting per year. Every AMTP member registered in the General Assembly has the right to participate in the meeting and to vote on the issues presented. Each AMTP member organisation has one vote.

The Chairperson of the AMTP Steering Council is responsible for calling, convening and chairing the General Assembly meetings. The notice for a GA meeting should go out with at least fifteen days in advance. The final agenda must be available not later than two weeks before the meeting.

Extraordinary GA meetings may be called at any time by 25% of the AMTP GA members or 50% of the AMTP Steering Council members. The agenda of the extraordinary GA meeting must be finalized and available to all members not later than 48 hours before the meeting.

2.2 AMTP Steering Council

The Steering Council is the governing body of the AMTP Community. It may have up to 25 members, with a maximum of five members from each country. It is anticipated that the first Steering Council of the AMTP may have few members in order to facilitate a smooth launch of the AMTP (one member from each country).

The constitution of the Steering Council shall reflect the adequate representation of all industry sectors and stakeholders, including Large Enterprises, SMEs and Academia of each country in the Mashreq region. Steering Council members should be key actors in the Mashreq ICT field and related sectors.

Steering Council composition

The AMTP Steering Council must always have a balanced composition from the industrial and academic sectors as well as observers as deemed appropriate by the Steering Council. The ideal balance of the AMTP Steering Council may have the following structure:

- Maximum of 5 members from each country
- The 5 members are distributed as follows:
 - Large industry,
 - SMEs,
 - Academia and Research Centres: Minimum 2 JUST
 - Observers.

This balance is subject to review by the Steering Council. The Steering Council has the right to introduce new categories and to delete existing ones if they are no longer appropriate.

Companies being proposed for the Steering Council must select which category they wish to represent and demonstrate suitable competence and activities to justify their suitability to represent this sector.

The number of observers must be identified according to the appropriateness of their participation at the Steering Council. Their participation should be oriented to complement AMTP activities.

Organizations that participate in AMTP's Secretariat, are honorary members of the Steering Council, and therefore participate in the SC meetings.

Election of the Steering Council

AMTP's Steering Council is to be elected by AMTP's General Assembly. Elections for available positions must be notified to the General Assembly at least one month in advance of the meeting. The elections at the meeting will be performed by simple majority of the votes of the attending members. There is only one vote per member.

If the candidate members from a country are equal or less than the quota for that country, then the candidates are automatically elected to the Steering Council.

Steering Council members are elected for a two-year term. The term begins at the General Assembly where they are elected and ends at the corresponding General Assembly two years later. At the end of the term the position becomes vacant. The members may be re-elected by the General Assembly if they wish to continue on the Steering Council.

If a council member becomes vacant due to any reason, before the end term of the member, a replacement of the member will be conducted based on a special decree from the Steering Council, which is responsible for determining the time frame for the election, and the method for voting and/or selecting the replacement.

Eligibility for Steering Council membership

Any registered AMTP member may propose his/her organisation as a candidate for a Steering Council membership. It is required that the organisation appoints a specific person to participate in the Steering Council on a regular basis.

No member may nominate another member without the written consent by the nominated organisation and approval by the Council.

Chairperson and Vice-Chairperson of the Steering Council

The members of the Steering Council will elect a Chairperson and, if appropriate, a number of Vice-Chairpersons (Each Vice-Chairperson shall have a concrete role such as VC for Public relations, or VC for venture capital for research activities, etc.). They will serve for a two-year period to coincide with the Steering Council elections. They may be re-appointed for several terms. If more than 50% of the Steering Council has been re-elected at a General Assembly, a new election could be held if deemed appropriate.

Responsibilities of the Steering Council

The Steering Council has the ultimate responsibility for the development and dissemination of AMTP's Strategic Research and Innovation Agenda. It is also responsible for ensuring that AMTP is operated in an open and effective manner.

The AMTP Steering Council will meet as required. Due to the spread of the Security Council across countries, it is deemed appropriate to hold virtual meetings as necessary. Virtual meetings shall not by any means eliminate the physical meetings. At least one physical meeting per year of the Steering Council is deemed necessary.

The Steering Council may decide on the creation of new thematic working groups open to all members of AMTP GA, with the specific objective of moving forward on the Strategic Research and Innovation Agenda of AMTP or in other work elements.

In summary, the main responsibilities of the Steering Council are:

- Election of the SC Chairperson and Vice-Chairpersons. The Chairperson will also chair the General Assembly and must be approved by the GA.
- Definition and Implementation of the AMTP Vision.
- Timely initiation of the elections of SC members at the GA meeting.
- Guidance on strategic direction, conflict resolution and the related proposals for the General Assembly.
- Decision on changes in the organisational structure of AMTP.
- Development and approval of the Strategic Research and Innovation Agenda, reports and recommendations.
- Development and approval of the work plan for the establishment of Working Groups and the preparation of project proposals.
- Launching of complementary and cooperative project proposals by taking into account the contributions made by the General Assembly.

- Handling of membership issues such as acceptance, suspension, expulsion of members in the AMTP Community.
- Proposals for suspension, exclusion or expulsion of members in the AMTP Community.
- Organisation of General Assembly meetings with the support of AMTP's Secretariat.
- Organisation of voting procedures in the General Assembly.
- Decision on the Community's name, Logo and Letterhead.
- Preparing the annual report of the AMTP and submitting to the GA meeting for approval
- Preparing the annual budget proposal of the AMTP and submitting to the GA meeting for approval.

Voting at the Steering Council

Each Council member has one vote per organization. All decisions, except those related with AMTP's budget, are approved by majority. Decisions on the budget (and any decision with financial implications) require an approval by more than 60% of the members of the Steering Council. During the time the MOSAIC project supports the community, financial support of the project shall be subject to rules of the MOSAIC project, budget and procedures for the management of funds. **(The 60 % majority is necessary to guarantee at least 3 countries are in favour of the rule)**

Organizations that participate in AMTP's Secretariat have no formal vote. However, these entities may also be elected as members of the Steering Council and obtain voting rights.

Observers have no right to vote in the decisions of the Steering Council.

Leaving the Steering Council

Any Steering Council member may resign from the Steering Council at any time but their liability will conclude at the end of their official term, if it continues as a member of the community.

Steering Council members who do not attend to two consecutive meetings will be deemed to have resigned from the Steering Council. Their position will be made available for election at the next General Assembly.

It is expected that the representative appointed by each organization for the Steering Council may act on behalf of the organization in making decisions. The appointment of a substitute is possible. The Steering Council has the right to request the replacement of the representative based on general principles of eligibility including but not limited to professionalism and ethics.

Official term of the first AMTP Steering Council

The first AMTP Steering Council was a recommendation made by the promoters of the community with the support and advice of the project MOSAIC. This (first) council consists of the 5 member representatives from Egypt, Jordan, Lebanon, Palestine, and Syria on the same order and capacity as determined by the MOSAIC MED MAHREQ group. For functional reasons, this initial Steering Council will be considered as valid until the first General Assembly takes place, when all the positions will be elected.

2.3 AMTP Secretariat

AMTP's Secretariat provides support to administrative activities to AMTP Community. This includes managing the communications, document support, meeting support, handling publications, and representing AMTP where appropriate. The activities of the AMTP Secretariat will be supported by the MOSAIC project until December 2015. After this project, the AMTP community must be self-managed and self-supported by its own members.

Operational decisions will be made on the basis of Steering Council decisions. AMTP's Secretariat will have a representative from each of the entities that compose it.

The Secretariat reports its activities to AMTP's Chairperson and the Steering Council.

Secretariat Responsibilities

The main responsibilities of the Secretariat are to:

- Ensure that AMTP's meetings are properly prepared, organised and managed.
- Ensure that meeting reports are produced, approved and disseminated promptly, and that action points are followed up.
- Manage, edit and disseminate major documents produced by AMTP

2.4 AMTP Working Groups

AMTP uses a structure of Working Groups to perform specific tasks. These thematic working groups are:

- **ICT Sector**
- **Software services**
- **ICT Related Sectors Groups**
 - **ICT-Health**
 - **ICT-Energy**
 - **ICT-Transport**
 - **ICT-Security**
 - **ICT – Education**
 - **Other ICT related sectors**

These Working Groups are created by the Steering Council. No Working Group can start operating prior to this decision.

In general, Working Groups are open to all AMTP members.

The lifetime of each working group is determined on its scope and its contribution to the Strategic Research and Innovation Agenda. The Steering Council decides on continuation at the end of this period and sets a date for subsequent review.

Each Working group is directed by a Working Group coordinator, elected by the General Assembly. Each Working Group Coordinator shall be assisted by a Working Group Vice-Coordinator, also elected by the General Assembly. Working Group Coordinators will be elected every two years.

Each Working Group Coordinator will report annually the activities and future plans of their Working Group to the General Assembly.

Each Working Group will identify projects to implement the Strategic Research and Innovation Agenda.

Participation in Working Groups

- AMTP Members are encouraged to express their interest in joining one or more Working Groups, according to their interests, capacities and future expectations.
- Industry associations are welcome to participate in AMTP but will not be selected to join Working Groups.
- All the entities that participate in a WG must be capable of performing RDI activities and join RDI projects.
- Any external organization interested in joining a Working Group is required to become AMTP Member.

Notwithstanding the above criteria, the candidates will be selected based on their motivation to the objectives of the AMTP and their ability and commitment to contribute to the Working Group. Previous participation in AMTP activities and other International research projects will be taken in consideration as key indicators of the above. The overall balance and efficiency of the Working Group will be periodically assessed as well.

2.5 AMTP Observers

AMTP observers are additional entities, mainly associations, chambers of commerce, R&D agencies, Government bodies, invited to participate in the activities of the Steering Council and the General Assembly. The Steering Council observers will be required to sign AMTP's 'Letter of interest'. Their participation is mainly oriented to facilitate the synchronisation of AMTP activities with their organisations and to keep them informed about the activities of the Community.

3. AMTP Membership

Membership of the **AMTP** is open to all by registering by and filling out the form "AMTP Membership" or via the webpage of the MOSAIC project (<http://www.mosaic-med.eu/index.php/en/>). Once the MOSAIC project finalises, the Community will develop its own website, where online registration will be available.

A particular focus of the initiative is to ensure that SMEs are well represented, to maximise the benefits of the community to the economy of Mashreq Middle East region.

Any legally established corporation and individual firm, partnership, university and research institute, government body or international organisation, that meets the following requirements, can apply for membership in the AMTP General Assembly:

- Based in Mashreq countries,
- Supports the mission and vision of the AMTP Community and
- Confirms to be committed to the active participation in the ongoing and future framework programmes.

Each organisation should declare in its membership application, to which Stakeholder Group it belongs to.

4. AMTP's Working practice

AMTP will develop the Vision and the Strategic Research and Innovation Agenda together with position papers, opinions, recommendations and reports as necessary. These documents will be communicated to the countries' governments, international institutions (including ETPs and European Commission), the relevant non-governmental organisations and all stakeholders. Copies of these documents will be made available to the public (e.g. by web site) or upon request.

AMTP will endeavour to contact consulting firms and high level interest groups for relevant issues of ICT research.

On AMTP advice and request, the Steering Council may set up additional Working Groups of limited duration to deal with particular issues of special concern for achieving AMTP's mission.

AMTP will promote and maintain an awareness programme to improve the profile and perception of AMTP worldwide.

5. AMTP's Strategic Research and Innovation Agenda - SRIA

The Steering Council must define the community's vision. The SRIA will reflect the key challenges to achieve the AMTP's Vision and in doing so, it will identify the main research areas to be addressed.

The AMTP Steering Council will establish the process of preparation and later updates of the Strategic Research and Innovation Agenda. The first version of the SRIA must be completed before April 2015.

The Strategic Research and Innovation Agenda will not be a detailed research work programme. The SRIA contains a statement of research priorities, including a half-page description per topic, its importance, expected impact and time-relevance. The content of the Strategic Research and Innovation Agenda will be presented in an agreed format. The SRIA will be reviewed on an annual-basis.

The selection of priorities, carried out on the basis of objective criteria established by AMTP, will take into account relevant policies (e.g. competition, trade, information society, industry, IPR, environment, safety, employment, education, etc).

AMTP will propose a SRIA Roadmap towards the implementation of AMTP's SRIA and Vision. This roadmap must contain a list of future research topics, defining their objectives and scope, expected results, estimated budget and duration, specific research activities and projects.

6. AMTP Consensus and voting rules

Consensus

As a matter of principle, all the governance bodies of the Community seek to take decisions by unanimous consent. The Chairperson and the Secretariat shall make every reasonable effort to facilitate consensus amongst the members of the General Assembly.

If unanimity is not achievable, then consensus is an acceptable basis for agreement on a specific topic. Members undertake to only sustain opposition to a broad majority in situations where, in their view, their own interest is threatened. If a vote shall be held, the results shall be recorded even when consensus has been reached.

Voting rules

Routine operational decisions are taken by consensus; voting is reserved for significant decisions, where traceable evidence is required, or if required by any voting member. Vote in the various governance bodies is to be done on a per organization basis, with one vote per eligible organization.

Organizations shall specifically designate one representative per entity to vote in the General Assembly and the Steering Council; if the organisation is part of the SC. Organisations may temporarily or permanently replace the voting member by a substitute, who is another member of their organization, after notification to the Chairperson of the Steering Council and the Secretariat.

Voting is done on a 60% majority basis, as determined by either total number of members eligible to vote or the number of voting attending members. Simple majority voting shall not be used to take decisions in AMTP.

Votes shall be cast by secret ballot in the case of election of officers of the Steering Council, in disciplinary matters, or when requested by two or more members of the voting community. All other votes shall be done by show of hands.

7. AMTP RDI Projects

7.1 AMTP RDI Projects Conception

One of the main tasks of the AMTP community is to become a meeting point for different stakeholders, public and private organizations, in Mashreq, interested in undertaking collaboratively RDI projects in the ICT field.

Thus, AMTP aims to facilitate the space for RDI project conceptions among AMTP members

and the equivalent international communities that have a common interest to share efforts and collaborate in multinational projects. In this context, AMTP encourages the public - private partnership and interaction between industry, universities and research centres.

The AMTP community will develop a plan of activities aimed at fulfilling this purpose, through Brokerage Events, announcements and/or forums on the website, among others activities to be defined.

The AMTP promotes, as a general rule, the search for sources of public and private funding for the initiatives of RDI projects, whether they are local or international funding schemes.

The AMTP community will provide a standardized format for project proposals.

It is not concern of the AMTP community the merits or content of specific RDI projects generated amongst its members. The AMTP community will keep a record of the RDI projects generated within the communities, with a general description of the project, in order to measure impact indicators regarding the actions of AMTP.

- Project Name
- SRIA topic the project targets
- Executive Summary
- General Objectives
- Organization Project Coordinator
- Project organizations
- Budget
- Time or Duration of project
- Non-confidential results
- Pending or existing Patents
- Project Progress Status

7.2. AMTP Development of RDI projects

The AMTP community is only a promoter of RDI projects amongst its members. Coordination and management of the projects rely solely on the organisations that participate in the project, not on the AMTP Community.

Nonetheless, the AMTP community will disseminate knowledge, experiences and best practices resulting from the RDI projects, only if explicitly authorized by their project managers, coordinators and organisations.

The AMTP community is not responsible of potential difficulties arising directly or indirectly from the RDI projects made by its members.

Endorsement of project proposals and projects

If an institution or a consortium expresses its intention to submit to an RDI funding source an RDI proposal with the AMTP brand, or to use the AMTP brand in an ongoing project, the Steering Council shall approve it.

8. Economic support of the AMTP

Economic support is expected to come from the following sources:

- Investment by AMTP
- Public support by local, regional and national authorities in Mashreq countries, if agreed.

9. Use of the AMTP brand

The AMTP brand (including the acronym and logo) shall be associated with all publications approved for release by the Steering Council. The AMTP Secretariat shall have the right to use the AMTP letterhead to conduct regular Community activities and accomplish its assigned mission.

The AMTP brand may be used on the public AMTP website managed on behalf of the Steering Council. The AMTP brand may be used on banners, displays, and printed material associated with events organized or sponsored by the AMTP. As a matter of principle, the AMTP brand shall never be used as a point of focus in the promotion of any organization or party.

Partners are authorized to mention their partner status and use the AMTP logo in commercial documentation, providing the AMTP brand if it is not a point of focus in the promotional message.

All other usage of AMTP brand is subject to approval of the Steering Council.

10. Dissemination Policy

AMTP should pay special attention to the disclosure of their activities, both nationally and internationally.

The public dissemination of the AMTP activities will be done using all means and tools available, such as newspapers and journals, specific publications, conferences, mass mailings, newsletters, among others.

The AMTP community will develop an official website for the diffusion of the activities of the community and to allow better internal communication among its members.

11. AMTP Intellectual Property and Confidentiality Policy

Intellectual property of tools, processes and products that an RDI project would result in belong to the participants of the project, the consortium created for it, or their authors, as appropriate.

For RDI projects under public programmes such as the Seventh Framework Programme, H2020, intergovernmental, national or regional programmes, the IPR will be managed by the guidelines provided by each programme and the specific consortium agreement.

Public AMTP documents (Vision, SRIA and Recommendations) are property of AMTP and shall be copyrighted as such.

Anyone seeking to use all or part of the AMTP documentation in any form must seek permission from the AMTP Steering Council.

The documents and discussions of the AMTP SC Meetings are confidential and cannot be distributed outside of this group without the appropriate permission, except for the Steering Council report to the General Assembly. AMTP's Chairperson has the authority to decide to share some information externally if he/she believes it is in the interest of AMTP.

The confidentiality rules apply for three years from receipt of any information and remain valid even if any individual or company leaves AMTP.

12. Leaving the AMTP

Members may resign at any time by sending a letter to the AMTP Secretariat. The resignation becomes effective at the end of the calendar year of reception of the letter, except for letters received after the 30th November, which will become effective at the end of the following year.

13. AMTP Discipline Procedures

If a AMTP member is considered to be acting against the interests of AMTP, the Chairperson will contact the member and ask for an explanation and a complete stop of the offending behaviour.

If the problem persists, the Chairperson has the right to suspend the offending member until the next Steering Council meeting, where the issue must be discussed. The offending member has the right to be invited to be part of the Steering Council meeting to present his/her explanation.

If the Steering Council decides that the member should not be allowed to continue in the AMTP Community, it must present a recommendation to the next General Assembly to withdraw membership of the offending member. The offending member will remain suspended during this time.

The Steering Council and the member must present their views at the next General Assembly and the forum must decide if the member will be removed from the community. A 60% majority of members attending to the General Assembly is necessary for such a decision to be approved.

An excluded member must wait at least 2 years before re-applying for membership.

14. Validity of these rules for the AMTP

These rules enter into force on adoption by the Steering Council and approval by the General Assembly and they will remain valid until the Steering Council or the General Assembly decides to end AMTP.

Discussions on amendments to these rules may be started at any time on request of more than 20% of the Steering Council members (this guarantees that one country in Mashreq can request the amendment).

The adoption of amendments to these rules requires a 60% majority of the Steering Council.

Glossary

Brokerage events: This type of event aims at being a facilitator for AMTP members to create agreements between two or more organizations for undertaking joint and collaborative RDI projects.

ICT: The ICT is a major federating research theme that includes different areas associated to traditional sector such as IT; Communications technology; mobile 4/5 G networks; ICT based solutions for the health, energy, transport, environment, security, education; software services; nanoelectronics; smart systems integration; and embedded intelligence and systems.

Technology Platform: It is private-public partnership aimed at fostering RDI activities, projects and programs in a more rapid and effective way.

List of Acronyms

ETP	European Technology Platform
ICT	Information and Communication Technology
GA	General Assembly
IPR	Intellectual Property Rights
AMTP	Mashreq Technology Platform
SC	Steering Council
SME	Small and Medium Enterprises
SRIA	Strategic Research and Innovation Agenda
RDI	Research, Development and Innovation
TP	Technology Platform
WG	Working Group
Mashreq	Countries of Egypt, Jordan, Lebanon, Palestine, and Syria