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**APPROVED BY:**

**Rector of Comrat  
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**Project “Enhancing capacity of universities to initiate and to participate in clusters development on innovation and sustainability principles” (UniClaD)**

EU Program Erasmus +, project KA2 n° 609944-EPP-1-2019-1-LT-EPPKA2-CBHE-JP

**STATUTE**  
**of the Expertise center**  
**«Agrobiotechnology»**

**2021**

## **1. General provisions**

Expertise center (here and after - Center) is created in the framework of the EU Erasmus+ project «Increasing the capacity of universities to initiate and participate in the development of clusters on the principles of innovation and sustainability» (UniClaD).

This Statute is developed in accordance with the Regulations related to the functioning of the Expertise Center, approved by University Senate.

In its activities, the Center is guided by order of the rector, Regulations related to the functioning of the expertise center, other regulations, as well as this Statute.

## **2. Name and location of the Center**

2.1. The center has the full name: Expertise center «**Agrobiotechnology**»

2.2. Location of the Center: Comrat State University

## **3. Purpose and activities of the Center**

3.1. The center is established to develop and to reinforce the cooperation between education, researches and business; to develop the scientific potential of universities; to ensure the practical application of researches carried out by universities; to enlarge the involvement of students to researches and to prepare them for future professional activity; to enlarge the possibilities for future employment of students.

3.2. *The main activities of the Center are:*

- development and reinforcement of the cooperation between universities, enterprises and research institutions;
- establishing the partnership relations with local enterprises and research institutions working in the area of the center's competence; creation of research hubs;
- communication with local enterprises working in the area of the center's competence (stakeholders) for identification of their needs as for scientific support;
- carrying out researches that will be applied by partner enterprises and stakeholders;
- active involvement of students to the researches and their application in practice for preparing them for future professional activities;
- support of young entrepreneurs by providing scientific support to their activities;
- promotion and dissemination of the center activities;
- communication with the university administration and local authorities by reporting and coordinating the activities with them;
- development of the international cooperation;
- other activities are not prohibited by law.

### *3.3. The subject of the Center's activity is:*

Research in the field of production and processing of agricultural products (crop and livestock production)

## **4. Legal status of the Center**

The Center is a sub-division of the Comrat State University created in the partnership with the enterprise SANA (Here and after - Partner institution) in the framework of the EU Erasmus + project "Increasing the capacity of universities to initiate and participate in the development of clusters on the principles of innovation and sustainability" (UniClaD).

The Center carries out its activities in accordance with the legislation, the university's internal rules and this Statute, which is approved by the University and the partner institution's administration.

The Center, in with the University and Partner institution's administration, may enter into agreements with other institutions and establishments for the joint implementation of activities provided for in the Statute.

The Center is liable for its obligations within the property belonging to it in accordance with the law.

Amendments to the Statute of the Center are made by the decision of the University and the partner institution's administration.

Being created and starting its activities in the framework of the EU project the Center is acting as a non-profit organization but after the end of the project it may carry out commercial activities by providing services to interested enterprises. This activity will be officialized by making amendments in this Statute.

## **5. Structure and management of the Center**

### **5.1. Structure of the Center**

The permanent staff of the Center consists of two persons : head and secretary working at mid-time at the early stage. Their work can be remunerated by the project at the early stage. Futher after the end of the project and with the development of the commercial activities or attracting other financing they can be remunerated from special created fund.

With the enlargement of activities, the permanent staff of the Center can be increased as well.

Teachers, researchers, students of the university, specialists of the partner institution are involved in the activities of the Center depending on needs by signing of short-term civil law agreements (contracts).

The responsibilities of the head and other employees of the Center are determined by law and their job descriptions.

### *5.2. Organization of the Center work*

The center acts within the university and in the cooperation with the partner institution. It coordinates its activities in terms of identification of needs, planning, defining research subjects, creation of research working groups, communication with stakeholders, promotion of its activity with the university administration.

The work plan of the Center is developed annually and revised every three months. The work plan is made based on identified needs, communication with stakeholders, promotion and dissemination events and actions. The work group is created for carrying out every planned activity.

The direct management of the Center's activities is carried out by its head, who is appointed to the position by the administration of the university and according to the agreement of the partner institution.

#### *5.2.1. Head of Center:*

develops an annual plan and draws up framework program of planned activities;

- submits the developed plan and program to the Center council and the administration of the university;
- annually reports to the Center council and the administration of the university on the implementation of the plan;
- conducts constant monitoring of the situation in the field of activity of the Center in order to promptly respond to possible challenges or innovations and provide the necessary professional information to specialists and stakeholders;
- informs the Center council and the administration of the university about new urgent needs and reports on the implemented actions;
- concludes civil law agreements (contracts) with researchers / specialists to perform the functions listed above;
- controls the quality of services provided by the Center;
- concludes contracts / agreements for the Center to perform services ordered by stakeholders.

#### *5.2.2. Researcher / Specialist*

Researchers / Specialists can be teachers and researchers working at the university, specialists working at the partner institution, PhD and master students, specialists / researchers involved from other institutions etc.

Researchers / Specialists are involved in the implementation of the Center's training activities on the basis of their professional experience, competence in relevant issues.

The functions of Researchers / Specialists include:

- carrying out research activity within the working group;
- communication with beneficiary of the carried out activity;

- editing of scientific papers based on the activity carried out;
- reporting to the head of the Center about the results.

### *5.2.3 Secretary*

- provides communication of the Center with the administration of the University and the partner institution;
- provides communication with stakeholders;
- receives and places orders for applied researches and other services provided by the Center;
- maintains the documentation of the Center.

## *5.3 Management of the Center*

All activities of the Center are fully subordinated to the administration of the University and the partner institution;

### *5.3.1. Administration of the University:*

- decides on the creation and reorganization of the Center;
- approves the Statute, structure, staff list and development strategy of the Center;
- approves the annual plans of the Center;
- approves cooperation agreements with the partners and stakeholders;
- keeps records of center's equipment and goods, monitors the efficiency of their use and preservation;
- determines the activity area of the Center, provides support for its development, creates the conditions necessary for proper functioning;
- approves strategic development plans of the Center, monitors their implementation;
- manages the activities of the Center and monitors compliance with the law, including this Statute;
- exercises other powers defined by law.

### *5.3.2 Council of the Center*

To ensure that the work of the Center meets the objectives of the project and needs of the industry and society, the Council of the Center is established, which is headed by the Dean faculty of the university or another person appointed by the University administration. The Council of the Center includes representatives of the university administration, teachers, researchers, students, representatives of the partner institution, of local authorities and stakeholders.

The tasks of the Council are:

- defining the strategy of the Center;
- approval of the topics of research projects carried out by the Center;
- coordination of the Center's activities with other relative units and institutions;
- approval of the work carried out by the Center.

The Council meets at least twice a year. Its decisions are approved by the rector of the university .

## **6. Property of the Center**

The property of the Center is university's property and is assigned to it on the right of economic management.

The property of the Center consists of production and non-production assets, as well as other values, the value of which is reflected in the independent balance of the Center.

The sources of formation of the Center's property are:

state property transferred to the Center by the University;

equipment purchased in the framework of the project and taken on the university's balance;

property received from other sources such as partner institution, academic and economic partners of the university etc.;

other sources not prohibited by the legislation of Moldova and the university's regulation.

The right of economic management of the property assigned to the Center arises from the date of signing the act of acceptance-transfer.

The Center has no right to transfer its property to any entities.

In the manner prescribed by law and the university's regulation, the administration of the university provides control over the efficiency of use and preservation of state property and funds assigned to the Center.

## **7. Profit and funds of the Center**

The Center is non-profit organization, established in the framework of the EU Erasmus+ project UniClaD, financed by the project fund (equipment, staff costs) and co-financed by the university and the partner institution (location, furniture, utility bills as well as additional equipment and human resources).

During the project life the Center has no rights to carry out the commercial activities.

The contact person of the university reports the use of the grant costs destined for the Center to the project coordinator.

But after the end of the project providing of payable services to external beneficiaries will be a necessary condition ensuring the sustainability of the Center. For this purpose the sustainability strategy and plan should be developed and adopted by the Center council and the university administration before the end of the project. This plan should include the financial part.

The source of formation of financial resources of the Center after the end of the project may be different: development of researched ordered by external partners on the commercial base, participation in national and international projects, raising funds from the state financing, carrying out researches ordered by the state etc .

The implementation of the commercial activity will be defined by the amended Statute after the end of the project.

### **8. Rights and responsibilities of the Center**

The rights of the Center are realized in accordance with the legislation of republic of Moldova

The Center has rights to:

- plan its activities;
- define the team for the realization of research projects;
- select external partners for its activities and to conclude agreements with them;

The center is obliged:

- to make proposals to the Center council and the administration of the university on:

1) approval of the structure of the Center;

2) approval of work plan;

3) approval of work team and external partners for research projects realization;

- to create appropriate conditions for highly productive work, ensure compliance with labor legislation, rules and regulations of labor protection, safety;

- to take measures for the rational use of equipment and the consumption of fund in order to meet the objectives of the project;

- comply with the requirements of the legislation on intellectual property protection;

- provide the Center council, the administration of the university and the project coordinator, at their request, with any information on the Center's activities;

- for procurement of goods, works and services to apply procurement procedures defined by law.

In case the Center violates the legislation on environmental protection, its activity may be limited, temporarily prohibited or terminated in accordance with the legislation.