

**The International Council On Systems Engineering (INCOSE)  
L'Association Française d'Ingénierie Système (AFIS)**

**Memorandum of Understanding**

**1. Definitions and Parties**

This Memorandum of Understanding (MOU) defines the terms of an Affiliation Agreement between the International Council On Systems Engineering (INCOSE), and the Association Française d'Ingénierie Système (AFIS). INCOSE and AFIS are referred to as the «Parties» to this MOU.

**2. Duration**

This MOU takes effect on 10 July 2006, and continues until 31 December 2011 unless terminated by mutual consent of the Parties before that date. During this period, the Parties shall set up and sustain efficient technical, information, and financial exchanges as detailed in Section 3.

**3. Terms**

**3.1 Rights and Responsibilities**

During the period of effect of this MOU, AFIS is the official point of contact in France for all INCOSE matters, except for contact with or by any member of the INCOSE Board of Directors resident in France. AFIS will represent and promote the INCOSE mission in France; the mission is as defined in INCOSE policy. AFIS individual members are members of INCOSE, and have the same rights and privileges as other INCOSE members. Each AFIS/INCOSE member has the right to vote in all INCOSE elections. AFIS is afforded the same responsibilities and rights as a chapter of INCOSE, subject to any provisions to the contrary in an Agreement between INCOSE and AFIS. Auditing of AFIS by INCOSE is excluded. The President of AFIS, or his nominated representative, has the right to attend INCOSE Board of Directors meetings as a non-voting observer. The President of INCOSE, or his nominated representative, has the right to attend the AFIS Board of Directors meetings as a non-voting observer.

**3.2 Administration and Consideration**

AFIS will provide a list of its individual members to INCOSE. AFIS is responsible for the administration and individual membership processing of AFIS members. AFIS will make an annual payment to INCOSE as consideration for each AFIS member. This payment will be made by AFIS in June of each year and will be based on the INCOSE annual membership dues (currently a net of \$85 U.S. per AFIS individual member). For new members joining AFIS after 30 June or before 1 May of the following year, the payment to INCOSE will be prorated according to the schedule used for non-AFIS INCOSE members.

### **3.3 Newsletters**

INCOSE grants permission to AFIS to reproduce articles of the INCOSE Newsletter in the AFIS Newsletters. To enable this, INCOSE will provide each periodical Newsletter in readable electronic form to AFIS at the time of production. AFIS is responsible for the production and distribution in France of a local Systems Engineering Newsletter. INCOSE articles used by AFIS will be acknowledged. AFIS will provide its periodic Newsletters in readable electronic form to INCOSE, and grants reciprocal rights for the reproduction of relevant articles.

### **3.4 Working Parties**

INCOSE and AFIS will allow cross participation of their respective members in the Working Parties of both associations. INCOSE and AFIS shall pass on technical information to one another.

### **3.5 Symposia and Events (local and international)**

INCOSE and AFIS shall cross-promote their respective events. INCOSE individual members have the same rights and privileges as AFIS members for access to AFIS events and Proceedings. AFIS shall monitor French conferences activity for compliance with the following "blackout" period in order to maximize annual INCOSE international symposia:

All local conferences must conclude at least eight weeks prior to the first day of the symposium as determined by the scheduled date for the opening plenary session.

All local conferences must begin at least eight weeks after the date of the closing plenary session of the symposium

Conferences of duration of one day or less are excluded from this blackout period.

### **3.6 Data Rights and Usage**

INCOSE and AFIS members shall have the same rights to promote, access and use manuscripts, presentation materials and other provided materials from symposia, regional conferences, chapter meetings, and other events sponsored by AFIS or INCOSE. Authors of such materials will always own the rights to such materials. AFIS and INCOSE sponsored authors shall provide approval to use their event materials for each society's present and future working use or publication in any media. The INCOSE Author Intellectual Property Release for Manuscript and Presentation Materials (or AFIS equivalent) will be used to identify authors' approvals, and electronic copies provided to the Central Office of the sponsoring society.

**3.7 Amendment to MOU**

This MOU may be amended during the course of the period of effectivity, subject to the mutual agreement of both parties to the proposed amendments

Signed:



Paul ROBITAILLE  
INCOSE President

Date: 10 July 2006

Signed:



Jean-Claude ROUSSEL  
AFIS President

Date: 10 July 2006