



罗马大学孔子学院

ISTITUTO CONFUCIO DI SAPIENZA UNIVERSITA' DI ROMA



IMPLEMENTATION AGREEMENT

BETWEEN

**THE BEIJING FOREIGN STUDIES UNIVERSITY AND THE UNIVERSITY
OF LA SAPIENZA OF ROME**

**FOR THE DEVELOPMENT OF THE
CONFUCIUS INSTITUTE AT THE UNIVERSITY OF LA SAPIENZA ROME**

In accordance with the desire to achieve a healthy operation and sustainable development of the Confucius Institute at the University of La Sapienza at Rome (USR), and in consideration of the "Agreement Between the Office of the Chinese Language Council International (Hanban) and USR for the Establishment of the Confucius Institute at USR (CI-USR)," and the "Feasibility Analysis of CI-USR," the University of La Sapienza at Rome and Beijing Foreign Studies University (BFSU) hereby enter into the following implementation agreement.

I. AIM

The aim of this agreement is to guarantee the healthy operation and the sustainable development of the Confucius Institute at USR (CI-USR).

II. MEMBERS OF THE BOARD OF DIRECTORS

A total of five members will be appointed by the two universities to form the CI-USR's board of

directors, among which three represent USR and two represent BFSU.

CHAIR: Vice President, USR

VICE-CHAIR: Vice President, BFSU

DIRECTORS:

Director of the Department of Chinese, BFSU

Director Assistant, Confucius Institute, USR

Teachers, School of Oriental Studies, USR

III. RESPONSABILITIES OF THE BOARD OF DIRECTORS

1. To oversee the operation of the CI-USR and to establish the orientation of strategy of the future development
2. To develop the implementation plan stipulated in the agreement between Hanban and USR.
3. To approve the financial plan of the CI-USR.
4. To appoint the Co-Directors (Italian and Chinese) of the CI-USR and to clarify and decide responsibilities of each director. The Italian Director should be a professor from USR with administrative abilities, who has given a special contribution to China Italy cultural exchange and the establishment of the CI-USR. The Chinese Director should be assigned by BFSU, and should be qualified in English or Italian, Chinese culture, management and coordination abilities. Both Directors are responsible to the Board of Directors.
5. To assure that the CI-USR establish an office, hire local staff, so that all the policies and decisions of the Board of Directors can be carried out.

IV. MECHANISM OF THE BOARD OF DIRECTORS

1. To establish contact between the Chair and Vice-Chair of the Board of Directors, and between the Co-Directors.
2. To convene Board of Directors meetings at least once annually, to discuss the Institute's working plans and reports, approve annual budgets, and make important policy decisions on the operation and development of the CI-USR.
3. To submit the CI-USR's annual budget report and annual settlement report to USR, BFSU,

and Hanban, in December every year.

4. To work with Hanban to find solutions when issues regarding the operation of the CI-USR arise.

V. RESPONSIBILITIES OF THE CO-DIRECTORS

1. To draft and finalize the development blueprint, annual working plan and summary, and the annual financial summary and budget.
2. To draft, finalize and enforce CI-USR's regulations for personnel and financial management.
3. To establish a system for record keeping, including agreements, meeting minutes, annual working plans and summaries, important letters; student records and employee files, registration sheets for permanent assets, bills; publicity materials, photos of cultural activities, media coverage, etc.
4. To design instructional curricula, make enrollment plans, and supervise the teaching evaluation and training of teachers.
5. To organize various activities to promote Chinese language and culture.
6. To prepare regular working reports to the Confucius Institute Headquarters: a work briefing every six months, and detailed reports and summaries of all key events.
7. To promote contact and cooperation with local government, educational institutions, enterprises, communities and media.
8. To take part in activities organized by the Confucius Institute Headquarters, and submit required documents and materials.
9. To attend the board meeting of the CI-USR and deliver reports about CI operations and its financial status.

VI. SUPPLEMENTARY CLAUSES

RESPONSIBILITIES OF BFSU

1. To provide qualified teachers whose mother languages are Chinese teaching Chinese language and culture. Except for teaching Chinese in Confucius Institute, each teacher

ought to have Chinese training courses over 80 hours annual (about 4 hours per week on average). The salary (private tax included) for Chinese teachers, fees for trips, accommodations and so forth should be undertaken by the Chinese part.

2. To provide textbooks, reference materials, and audio-visual materials.
3. To host visiting student study groups from the CI-USR. BFSU will assign instructors to help them with their studies and related activities. The expenses incurred will be covered by CI funds.

RESPONSIBILITIES OF USR

1. To provide offices with necessary facilities for the Co-Directors and Chinese instructors when they work at the CI-USR. The total space for the CI-USR's exclusive use shall not be less than 150m² (including offices, library etc.).
2. To assist the Director, instructors and related personnel from BFSU in finding suitable lodging.
3. To assist in the purchase of medical insurance for the Director, instructors and related personnel from BFSU according to Italy practice.
4. To market the programs run by the CI-USR.

VII. Financial Matters

1. Funding of the CI-USR comes from five sources:
 - 1) Support from Hanban;
 - 2) Tuition fees from the programs of the CI-USR;
 - 3) Community donations;
 - 4) Other support.
2. The CI-USR should submit an annual budget report and annual settlement report to USR, Hanban and BFSU at the end of each academic year. These reports will be signed by both directors.
3. Any expenditure of the CI-USR will be based on the approval of both directors.
4. Income generated from the CI-USR will be used to support the operational expenditures and the development of the CI-USR. 10 percent of the training income is appropriated to

USR.

VIII. Language of the Agreement

This Agreement is written in both English and Chinese. Both versions are equally valid.

Each party shall keep both versions for reference.

Prof. Luigi Frati

President



Date:

Prof. Peng Long

President

A handwritten signature in black ink, appearing to be "Peng Long", written over a horizontal line.

Date: