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MEMORANDUM OF UNDERSTANDING ON COOPERATION
BETWEEN

Ministry of Economy of Republic of Macedonia
and
Agency for Promotion and Support of Tourism of Republic of Macedonia
and

Increasing Market Employability Programme

of the Swiss Agency for Development and Cooperation (SDC)
implemented by SWISSCONTACT Skopje

February, 2018

Memorandum of understanding on cooperation

Ministry of Economy of Republic of Macedonia with address at Juri Gagarin, 1000 Skopje, represented by Minister Mr. Kreshnik Bekteshi.

And

Agency for Promotion and Support of Tourism of Republic of Macedonia, with address at Debarca, 1000 Skopje, represented by director of the agency, Mr Aleksandar Donev,

And

Increasing Market Employability Programme, with address at "Debarca" street no. 11, Skopje, implemented by Swisscontact, branch office in Skopje, represented by the Programme Manager Ms. Rozandi Louw.

1. PURPOSE

The purpose of this Memorandum of Understanding on cooperation ("MoC") is ongoing cooperation between Ministry of Economy of Republic of Macedonia (hereinafter referred to as MoE), Agency for Promotion and Support of Tourism of Republic of Macedonia (hereinafter referred to as APSTRM) and Increasing Market Employability Programme (hereinafter referred to as IME Programme) for efficient, continuous and coordinated cooperation in the development of Tourism and Hospitality Sector in Macedonia.

Ministry of Economy of Republic of Macedonia, Agency for Promotion and Support of Tourism of Republic of Macedonia and the IME Programme as "contractual parties" have reached an understanding to cooperate on creation of joint actions and activities that will improve institutional set – up of the responsible governmental bodies and will contribute to the growth of the Tourism and Hospitality sector in Macedonia.

2. COMMITMENTS OF THE CONTRACTUAL PARTIES IN THE FRAME OF THE MEMORANDUM FOR UNDERSTANDING ON COOPERATION

The contractual parties have given their commitment for the following areas of cooperation:

- To actively participate in creation of new effective approaches and new efficient organizational structure for both governmental bodies, with clear actions plans listing objectives, estimated results and indicators,
- To ensure an improved enabling business environment for tourism and hospitality sector in Macedonia thru increased partnerships between the relevant governmental bodies.
- To improve communication, coordination and cooperation between the MoE and APSTRM,
- To overcome identified overlaps in duties and responsibilities,

3. RESPONSIBILITIES OF THE CONTRACTUAL PARTIES

3.1. Responsibilities of the Increasing Market Employability (IME) Programme:

- Provide technical assistance to MoE and APSTRM that will be conducted by regional consultant with following list of assignments:



- Conduct a secondary desk research on the existing organizational structure of the Department of Tourism and Hospitality in the Ministry of Economy and the Agency for Promotion and Support of Tourism of RM;
- Provide detailed insight, good practices and lessons learned from the regional (Slovenian/Croatian) experience, but also from other countries;
- Analyses of current accommodation categorisation and recommendations for best practice- and roles and responsibilities;
- Analyses of current hotel star rating system and recommendations for best practice and roles and responsibilities;
- Analyses of current registration system of visitors (tourist) and recommendation for improvement and best practices;
- Provide information, data, statistics and materials from region (Slovenia/Croatia) and other countries that will aid the process of development of the institutional set up;
- Map the roles and responsibilities of the two organisations and how they will complement each other;
- Facilitate workshops/meetings to develop the strategic set-up and the action plans with the working groups for each of the identified governmental bodies (joint where possible and relevant-Ministry of Economy and Agency for Promotion and Support of Tourism of RM);
- Recommend Action Plan based on assignment's findings for consideration.

3.2. Responsibilities of the MoE and APSTRM

- Actively support the implementation of the consultancy missions for institutional set - up in the period of February – March 2018;
- Actively participate in the bilateral meetings and workshops that will be organized as a part of the consultancy missions;
- Provide all necessary legal and working documents in the preparatory phase of the consultancy mission;
- Appoint person/s who will be a focal point and responsible for communication and coordination during the preparation and implementation of the consultancy missions.

4. CONFIDENTIALITY OF INFORMATION

The contractual parties agree that without prior written approval of the other side, will not disclose confidential information directly or indirectly related to the interests of both institutions. Confidential information consist of: documents, reports and any other information marked "confidential". The contractual parties involved agree that the obligation of confidentiality applies to an unlimited period of time, and the same will apply after eventual termination of the memorandum.

5. ENFORCEMENT AND TERMINATION

This Memorandum of Understanding on Cooperation will come into effect as of the date of signature of the final signatory from the contractual parties. The Memorandum is signed for a definite time and is valid until 31st December 2018 as of the date of signature of the final signatory from the contractual parties. After this expiration date, if mutually agreed, a written extension Addendum can be concluded. The Memorandum may be revised each year by submitting a written request for amendments to the other contractual party.



Each party may terminate this Memorandum of Understanding on Cooperation with prior written notice to the other party involved.

6. AUTHORIZED REPRESENTATIVES

Authorized signatories of this Memorandum are: Mr. Kreshnik Bekteshi, Minister of Economy, Mr. Aleksandar Donev director of Agency for promotion and support of tourism of Republic of Macedonia, and Ms. Rozandi Louw, the Director of the "Increasing market employability" Programme, on the other hand.

Each of the parties involved, by written notice to the other party appoints its representatives from the staff, authorized to represent the institution in implementing of the set activities and responsibilities arising from this Memorandum.


7. AGREEMENT

The undersigned parties agree with the contents of this Memorandum of Understanding on Cooperation and agree to consistently adhere to its content.

SIGNATORIES


Ministry of Economy of Republic of
Macedonia

Mr. Kreshnik Bekteshi


Agency for Support and Promotion of
Tourism in Republic of Macedonia

Mr. Aleksandar Donev


Increasing Market Employability Programme

Ms. Rozandi Louw

