

Memorandum of Understanding

Tbilisi

“ 5 ” “ 08 ” 2008

Between

**The Department of Health and Human Services of the United States of America
Centers for Disease Control and Prevention**

And

Ministry of Labor, Health and Social affairs of Georgia

1. Signatory parties of the Memorandum

1.1 This memorandum sets forth the terms of agreement between the Department of Health and Human Services, Centers for Disease Control and Prevention (CDC) and Ministry of Labor, Health and Social affairs of Georgia (MOLHSA)

2. Subject of the Memorandum

2.1 Subject of the memorandum is The Southern Caucasus Regional Applied Epidemiology and Laboratory Training Program (SCFELTP), that is a competency-based training and service program in applied epidemiology and public health for Georgia, Armenian and Azerbaijan Republics

3. Purpose of the Memorandum

3.1 The aim of the memorandum is to establish the SCFELT program that strengthens public health capacity in disease surveillance, outbreak response, and program evaluation through a combination of classroom and on-the-job training and service. SCFELTP trainees will conduct epidemiologic investigations, field surveys, evaluate surveillance systems, perform disease control and prevention measures, report their findings to decision and policy-makers, and train other public health workers.

Along with the SCFELTP activities for disease surveillance and outbreak response, CDC and MOLHSA may develop additional related to Public Health activities of mutual interests.

4. Funding terms

To be taken as information:

4.1 The program is sponsored by the CDC/Department of Health and Human Services, the U.S. Defense Threat Reduction Agency (DTRA), and the U.S. Department of State

5. Roles and Responsibilities of Partners

5.1 The US Centers for Disease Control and Prevention roles and responsibilities The CDC and resident advisors will:

- 5.1.1. Assist in the development of a self-sustaining program with the capacity to train public health professionals in applied epidemiology to strengthen public health in Georgia.
- 5.1.2. Identify and support the costs of the CDC resident advisors, specifically, an epidemiologist and a laboratory scientist, in Georgia. These advisors will be responsible for providing training, guidance, and evaluation of the trainees and general development of the SCFELTP itself.
- 5.1.3. Work with the Georgian counterparts to: a) mentor trainees on activities involving epidemic response and public health surveillance, b) provide scientific and technical guidance and leadership to the SCFELTP in the development and improvement of epidemiological studies, programs, disease surveillance systems, strategies, and services, c) assist the MOLHSA to establish policies and practices for the implementation of surveillance and outbreak response activities, and d) develop and maintain a high quality curriculum encompassing classroom activities (not to exceed 25% of training time) and applied activities (balance of training time).
- 5.1.4. Collaborate closely and communicate with the Georgian counterparts on a regular basis for program implementation and evaluation.

5.2. Ministry of Labor, Health and Social affairs of Georgia roles and responsibilities

Ministry of Labor, Health and Social affairs of Georgia and National Center for Disease Control will:

- 5.2.1. Assist CDC in the overall direction and coordination of the SCFELTP, including identification of partners and securing their agreement and participation, as appropriate, within Georgia (e.g., Ministry of Agriculture, Ministry of Education, and Ministry of Environment).
- 5.2.2. Provide office space in-kind for the US resident advisors, trainees, and program administrative staff.
- 5.2.3. Assign a national director to work with the CDC resident advisors to support the SCFELTP trainees to meet their learning objectives (both classroom and practice components).
- 5.2.4. Assist CDC with identification of SCFELTP trainees based upon mutually agreed, objective criteria.
- 5.2.5. Coordinate the selection and preparation of sites for the SCFELTP practical work.
- 5.2.6. Collaborate with CDC resident advisors for the mentorship of SCFELTP trainees at field sites.
- 5.2.7. Assist in the coordination and field access required for successful outbreak investigations by SCFELTP trainees and CDC resident advisors.
- 5.2.8. Support access and use of public health disease surveillance data by SCFELTP trainees.
- 5.2.9. Maintain salaries of trainees who are within the MOLHSA/NCDC structure during their training period.

6. Amendments of Terms of the Memorandum

6.1 If the necessity of the amendments of terms of the Memorandum appears due to any unforeseen reasons, the initiator of the changes is responsible to provide information to other partner one month before;

6.2 The agreement may be amended upon written acceptance of both parties;

6.3 In case of any amendments an additional agreement should be produced that will be considered as an inclusive part of the Memorandum.

7. Early Termination of the Memorandum

7.1 Early termination of the agreement is possible upon acceptance of the both parties.

8. Duration of Agreement

8.1 This MOU agreement will begin upon the signing 2008 and remain in effect through December 31, 2013.

9. Other terms

9.1 Memorandum is written in two languages - Georgian and English, the three copies of documents have similar power and are regarded as equally effective. Two of those copies are kept by two parties.

10. Points of Contact

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11. Acceptance and Signature by Each Party

**FOR THE MINISTRY OF LABOUR,
HEALTH AND SOCIAL AFFAIRS
OF GEORGIA**



ALEXANDER KVITASHVILI

**FOR THE CENTERS FOR DISEASE
CONTROL AND PREVENTION,
US DEPARTMENT OF HEALTH AND
HUMAN SERVICES**



STEVEN BLOUNT