AGREEMENT ON THE ESTABLISHMENT OF THE ASEAN COORDINATING CENTRE FOR ANIMAL HEALTH AND ZOONOSES

The Governments of Brunei Darussalam, the Kingdom of Cambodia, the Republic of Indonesia, the Lao People's Democratic Republic, Malaysia, the Republic of the Union of Myanmar, the Republic of the Philippines, the Republic of Singapore, the Kingdom of Thailand, and the Socialist Republic of Viet Nam, being members of the Association of Southeast Asian Nations (hereinafter referred to collectively as ASEAN Member States or individually as ASEAN Member State);

NOTING that each of the ASEAN Member States has a national approach to managing animal health and zoonoses;

NOTING that current regional coordination is provided by different mechanisms in an *ad hoc* manner in response to specific challenges in animal health and zoonoses;

RECALLING the Declarations of ASEAN Concord I and II signed in Bali, Indonesia, on 24 February 1976 and 7 October 2003 respectively, which provide that the ASEAN Member States shall take cooperative actions in their national and regional development programmes;

RECALLING the ASEAN Ministerial Statement on "ASEAN Cooperation on Animal Health and Zoonoses: HPAI and Beyond" adopted at the 32nd ASEAN Ministers on Agriculture and Forestry Meeting on 23 October 2010 in Phnom Penh, Kingdom of Cambodia;

CONSIDERING animal health and zoonoses are cross-cutting concerns within and among the ASEAN Member

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States as they affect regional public health and food safety, with direct economic implications;

DESIRING a comprehensive, integrated, and concerted regional approach that will coordinate national approaches in animal health and zoonoses measures, including disease surveillance, diagnosis and control, and quick response, for the ASEAN region;

REITERATING the need for a unified approach and broader framework of regional coordination, to address current priority animal diseases and implement regional strategies, that will enhance the animal health sector's capacity to effectively collaborate with the human health sector in addressing significant zoonoses in the ASEAN region;

RECOGNISING ASEAN regional cooperation in the field of animal health and zoonoses that builds on the strengths of ASEAN Member States;

RECOGNISING the need to reduce disparity in capacity in dealing with animal health and zoonoses among the ASEAN Member States, through coordination of regional activities related to animal health and zoonoses, which is vital and strategic to ASEAN's interests in view of increasing global competition; and

AFFIRMING the need for effective and concerted actions to be taken by the ASEAN Member States aimed at prevention, control, and eradication of transboundary animal diseases and zoonoses;

HAVE AGREED as follows:

Article I
Definitions

For the purposes of this Agreement, the following definitions shall apply unless the context otherwise requires:

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a. **"ACCAHZ"** means the ASEAN Coordinating Centre for Animal Health and Zoonoses established under Article II;

b. **"Agreement"** means this Agreement, its Appendices and any amendments thereto;

c. "**Governing Board**" means the ACCAHZ Governing Board established under Article V;

d. "**Office**" means the ACCAHZ Office established under Article VI;

e. "**Operational Cost**" means any payment for professional services, administrative and maintenance expenses of the ACCAHZ and its Office, relocation costs, installation costs, official travel expenses, and expenses of other authorised activities; and

f. **"Project Cost"** means any cost spent in the implementation of project activities and initiatives of the ACCAHZ.

Article II
Establishment and Purposes of the ACCAHZ

ASEAN Member States agree to establish the ACCAHZ for the purpose of facilitating and providing a framework of cooperation and coordination among ASEAN Member States, with relevant ASEAN Dialogue Partners, ASEAN Development Partners and other stakeholders, in the prevention, control and eradication of transboundary animal diseases and zoonoses in ASEAN. The ACCAHZ also aims to contribute towards food security and safety, animal and human health, poverty alleviation, and the well-being and livelihood of the peoples of ASEAN.

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Article III
Functions of the ACCAHZ

The ACCAHZ shall perform the following functions:

a. facilitate and promote cooperation among the ASEAN Member States, and between the ASEAN Member States and ASEAN Dialogue Partners, ASEAN Development Partners, private sectors and international and regional collaborative platforms on animal health and zoonoses;

b. foster and enhance collaboration between ASEAN Member States and relevant national and international partners, public health sector and related stakeholders on the prevention, control, and eradication of transboundary animal diseases and zoonoses;

c. provide policy and technical advisory support to the ASEAN Sectoral Working Group on Livestock (ASWGL) and other relevant ASEAN bodies in the development and implementation of regional strategies for the prevention, control, and eradication of transboundary animal diseases and zoonoses;

d. facilitate and coordinate the development of initiatives and projects, including vertical (disease specific) and horizontal (cross-cutting thematic) initiatives in animal health and zoonoses, in line with regional and national strategies;

e. promote strengthening the capacity of veterinary services in the prevention, control, and eradication of transboundary animal diseases and zoonoses, including emerging infectious diseases in ASEAN;

f. support an information sharing mechanism that will facilitate sharing of information and best practices in animal health and zoonoses among ASEAN Member

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States and between ASEAN Member States and its partners;

g. develop proposals to seek support and available assistance from donors and ASEAN Development Partners in the development and implementation of regional strategies for the prevention, control and eradication of transboundary animal diseases and zoonoses; and

h. monitor and follow up on coordination efforts at the regional level.

Article IV
Governance and Institutional Arrangements

1. The ACCAHZ shall be governed by a Governing Board and managed by an Office whose responsibilities and functions are set forth in Articles V and VI, respectively.

2. The Focal Agencies designated for the purpose of coordination, implementation, and exchange of information among the ASEAN Member States under this Agreement are set out in **Appendix 1**.

Article V
Governing Board

1. There shall be established a Governing Board to assume overall responsibility for the implementation of this Agreement.

2. The composition of the Governing Board and its Terms of Reference are set out in **Appendix 2**.

3. The decision-making and other *modus operandi* of the Governing Board shall be governed by rules and procedures that shall be drawn up by the Governing Board and endorsed

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by the Senior Officials Meeting of the ASEAN Ministers on Agriculture and Forestry (SOM-AMAF).

4. The Executive Director of the ACCAHZ shall be the Secretary of the Governing Board.

5. The Chair of the Governing Board is responsible for reporting on the overall progress of work and development of the ACCAHZ to the SOM-AMAF on an annual basis, or as the need arises.

Article VI
Office and Staff

1. There shall be established an Office to carry out and implement the functions of the ACCAHZ, as stipulated under Article III.

2. The Office shall be located in the territory of one of the ASEAN Member States, which shall be decided upon by the ASEAN Ministers Meeting on Agriculture and Forestry (AMAF) upon the recommendation of the Governing Board. The arrangement and key elements for hosting the Office of the ACCAHZ are stipulated in **Appendix 3.**

3. The Office shall be headed by an Executive Director to be appointed by the Governing Board in accordance with the terms and conditions drawn up by the Governing Board and approved by SOM-AMAF and AMAF.

4. The Executive Director shall:

a. be responsible and accountable for the day-to-day operations of the ACCAHZ and any other functions as may be assigned by the Governing Board;

b. appoint staff members in accordance with the terms and conditions established by the Governing Board;

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c. be a citizen of an ASEAN Member State and be selected by open recruitment; and

d. be appointed for a contractual term of office of three (3) years, which term may be extended based on performance and the decision of the Governing Board.

5. Staff members shall perform such tasks in accordance with the terms and conditions of their appointments and any other tasks assigned by the Executive Director.

Article VII
Funding Arrangements and Financial Management

1. The funding arrangements to support the operations of the ACCAHZ shall comprise the Operational Cost and Project Cost. Details of the funding arrangement are set out in **Appendix 4.**

2. The funding arrangements and financial management of the ACCAHZ shall be governed by the rules and procedures, which shall be adopted by the Governing Board and endorsed by SOM-AMAF and approved by AMAF.

3. There shall be equal annual contributions from each ASEAN Member State to finance the Operational Cost. Notwithstanding this, an interim arrangement shall be applied for the initial period of four (4) years, commencing from the date of entry into force of this Agreement. Arrangements for the annual contribution, including the interim arrangement, are set out in **Appendix 4.**

4. The ASEAN Member States may make additional voluntary contributions and financial assistance to the Operational Cost and Project Cost.

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5. With the approval of the Governing Board, voluntary contributions and financial assistance may be accepted from other sources, including on a grant basis from non-ASEAN Member States and from other international entities.

6. Additional contributions from ASEAN Member States may take the form of contributions in kind or in cash.

7. An independent consultant or firm shall conduct an audit of the ACCAHZ's funds and its management. The result of the audit shall be reported to the Governing Board for further reporting to SOM-AMAF and AMAF.

Article VIII
Host Country and Host Country Obligations

1. The Government of the ASEAN Member State where the Office of the ACCAHZ is located, hereinafter referred to as the Host Country, shall provide adequate premises at its own expense, operational facilities, and such other support needed for the operation of the ACCAHZ in accordance with the Host Country Agreement to be concluded between ACCAHZ and the Host Country.

2. The Host Country will also grant to the ACCAHZ, Executive Director and staff members, where appropriate, privileges and immunities as may be necessary for the performance of their duties and functions in accordance with the laws and regulations prevailing in the Host Country. Such privileges and immunities shall be specified in the Host Country Agreement that will be concluded between the ACCAHZ and the Host Country.

Article IX
Legal Personality

The ACCAHZ, as an inter-governmental organisation, shall be conferred with legal personality as may be required for the exercise of its functions, including *inter alia*, the capacity to

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enter into contracts, acquire and dispose of movable and immovable properties, and be a party to legal proceedings.

Article X
Settlement of Disputes

1. Any differences or disputes between two or more ASEAN Member States concerning the interpretation, implementation, or application of this Agreement shall be settled amicably by negotiation, or by any other peaceful means as may be agreed upon by them.

2. If the disputing ASEAN Member States are unable to achieve a peaceful settlement of the dispute pursuant to the procedure set forth in Paragraph 1 of this Article, any of the ASEAN Member States concerned may refer the dispute to the Governing Board, failing which, the dispute may be referred to the SOM-AMAF for final resolution.

Article XI
Suspension

1. Each ASEAN Member State reserves the right for reasons of national security, national interest, public order, or public health to suspend temporarily, either in whole or in part, the implementation of this Agreement.

2. Lifting of the suspension is a sovereign right of each ASEAN Member State, when it deems that the prevailing circumstances that led to the suspension of the Agreement no longer exist.

3. The suspension of this Agreement and the lifting of the suspension of this Agreement shall be effective thirty days after a written notification has been received by the Executive Director of ACCAHZ. Suspension of this Agreement shall take effect without prejudice to the funding commitment of the ASEAN Member State seeking suspension.

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Article XII
Amendments

1. Any ASEAN Member State may propose amendments to this Agreement at any time by communicating in writing to the ASEAN Secretariat who shall promptly notify the other ASEAN Member States of the proposed amendments in writing.

2. Amendments to this Agreement shall be agreed upon in writing by all ASEAN Member States and shall come into force on such date as may be decided by the ASEAN Member States.

3. Appendices to this Agreement shall form the integral parts of this Agreement.

4. Notwithstanding Paragraphs 1 and 2 of this Article, any ASEAN Member State may propose amendments to the Appendices to this Agreement by communicating them in writing to the Governing Board, who shall refer the proposed amendments to the SOM-AMAF for deliberation. After deliberation by the SOM-AMAF, the proposed amendments shall be submitted to AMAF for its endorsement.

5. Any amendment shall not prejudice any rights and obligations arising from or based on this Agreement prior and up to the date of such amendment.

Article XIII
Withdrawal

An ASEAN Member State may withdraw from this Agreement by giving written notification to the Depositary. Such withdrawal shall take effect upon the expiry of six months from the date on which the notification of withdrawal is received by the Depositary. Such withdrawal shall be promptly notified to all ASEAN Member States by the Depositary.

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Article XIV
Termination

1. This Agreement shall be terminated by agreement in writing provided by all ASEAN Member States after having satisfied themselves that the termination may be conducted in such manner as to not prejudice their respective interests in this matter. Upon termination of this Agreement, the ACCAHZ shall stand dissolved.

2. Upon the dissolution of the ACCAHZ, the disposal of the assets and liabilities of the ACCAHZ shall be determined jointly by all ASEAN Member States and there shall be a written record of such joint determination.

3. Termination of this Agreement will not affect the implementation of activities or programmes that were decided upon prior to termination.

Article XV
Final Provisions

1. This Agreement shall be signed and subject to ratification, acceptance or approval by the ASEAN Member States.

2. The instruments of ratification, acceptance, or approval shall be deposited with the Depositary, who shall promptly inform all ASEAN Member States, of such deposit.

3. The Secretary-General of ASEAN shall be the Depositary.

4. This Agreement shall enter into force on the thirtieth (30^{th}) day after the date on which all ASEAN Member States have deposited their instruments of ratification, acceptance or approval with the Depositary.

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5. This Agreement shall be deposited with the Depositary who shall submit certified true copies to all ASEAN Member States.

6. No reservations shall be made to this Agreement.

IN WITNESS WHEREOF, the undersigned, being duly authorised by their respective Governments have signed this Agreement;

DONE on this Seventh Day of October in the Year Two Thousand and Sixteen, in a single original copy in the English language.

For the Government of Brunei Darussalam:

H.E. DATO ALI APONG
MINISTER OF PRIMARY RESOURCES AND TOURISM

For the Kingdom of Cambodia:

VENG SAKHON
Minister

For the Government of the Republic of Indonesia:

AMRAN SULAIMAN
Minister

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For the Government of the Lao People's Democratic Republic:

Phouangparisak PRAVONGVIENGKHAM, Ph.D

Vice Minister

For the Government of Malaysia:

DATO' SRI AHMAD SHABERY CHEEK
MINISTER OF AGRICULTURE AND AGRO-BASED INDUSTRY

For the Government of the Republic of the Union of Myanmar:

H.E. Dr Aung Thun
Union Minister for Agriculture, Livestock, and Irrigation.

For the Government of the Republic of the Philippines:

H.E. PROCESO J. ALCALA
Secretary
Department of Agriculture

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ASEAN SECRETARIAT GENERAL

For the Government of the Republic of Singapore:

H.E. LAWRENCE WONG
MINISTER FOR NATIONAL DEVELOPMENT

For the Government of the Kingdom of Thailand:

H. E. General Chatchai Sarikulya
Minister of Agriculture and Cooperatives

For the Government of the Socialist Republic of Viet Nam:

H.E. HA CONG TUAN
VICE MINISTER OF MINISTRY OF AGRICULTURAL
AND RURAL DEVELOPMENT.

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Appendix 1

Focal Agencies Designated for Implementation and Exchange of Information ACCAHZ

Agency Details	Engagement/Role
1. Brunei Darussalam Director Department of Agriculture and Agrifood Ministry of Industry and Primary Resources Bandar Seri Begawan BB 3510 Phone: +6732-388095 Fax: +6732-382226 E-mail:jpthea@brunet.bn	National Implementation Authority
2. Cambodia Director Department of Animal Health and Production Ministry of Agriculture, Forestry and Fisheries Trea Village, Str., 371, Sangkat Steng Mean Chey, Khan Mean Chhey, Phnom Penh, Cambodia Phone: +855-127-146-82 Fax: - E-mail: suon_sotheun@yahoo.com	National Implementation Authority
3. Indonesia Director General of Livestock and Animal Health Services Ministry of Agriculture, The Republic of Indonesia Building. C Floor 6 Jl. Harsono RM. No. 3, Ragunan Jakarta Selatan12550 Phone : +62 21 7815080 - 83 ; 78847319 Fax: +62 21 7815083 E-mail:ditjennak@pertanian.go.id	National Implementation Authority
4. Lao PDR Director General Department of Livestock and Fisheries Ministry of Agriculture and Forestry	National Implementation Authority

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Vientiane, Lao PDR Phone :+856-21-215242-3 Fax :+856-21-215141 E-mail :laodlf@gmail.com	
5. Malaysia Director General Department of Veterinary Services Ministry of Agriculture and Agro-based Industry Wisma Tani, Level 1, Podium Block 1A, Lot 4G1,Precint 4 Federal Government Administrative Centre 62630Putrajaya Malaysia Phone :+603 8870 2000 Fax :+603 8888 6021 E-mail :kp@dvs.gov.my	National Implementation Authority
6. Myanmar Director General Livestock Breeding and Veterinary Department Ministry of Livestock, Fisheries and Rural Development Building no. 36, Nay Pyi Taw, Myanmar Phone: +9567408056 Fax: +9567408342 E-mail: lbvd@mptmail.net.mm; dg-lbvd@mptmail.net.mm;	National Implementation Authority
7. Philippines Director Bureau of Animal Industry Visayas Avenue, Diliman, Quezon City 1100 Phone: +632-926 6883, 925 9228 Fax: +632-928 1778 E-mail:BAI_Dir@yahoo.com	National Implementation Authority
8. Singapore Director General Agri-Food and Veterinary Services Agri-Food and Veterinary Authority of Singapore 52 Jurong Gateway Road #14-01 Singapore 608550 Phone: +65 6805 2828 Fax: +65 6334 1831	National Implementation Authority

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Email:ava_email@ava.gov.sg	
9. Thailand Director General Department of Livestock Development 69/1 Phaya Thai Road, Bangkok 10400 Thailand Phone:+66 2 653 4444 ext 1007, 4172 Fax.: +66 2 653 4900 ;+66 2653 4912 E-mail:dg@dld.go.th; foreign@dld.go.th	National Implementation Authority
10. Viet Nam Director General Department of Animal Health 15/78, GiaiPhong Road, Hanoi, Vietnam Phone: + 844 3869 4208 Fax: + 844 38686339; +844 3869 1311 E-mail:dongdah@yahoo.com; dong.dah@gmail.com	National Implementation Authority
11. ASEAN Secretariat Assistant Director/Head Agriculture Industries and Natural Resources Division ASEAN Economic Community Department 70 A Jl. Sisingamangaraja Jakarta 12110, Indonesia Phone: 62-21726 2991 Fax: +62-21739 8234, 724 3504 E-mail: pham.minh@asean.org	Coordinating Agency

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Appendix 2

Terms of Reference of the Governing Board of the ACCAHZ

Article I
Mandate

The Governing Board shall provide policy guidance and direction, and oversee the overall management and administration of the ACCAHZ in achieving its goals and objectives.

Article II
Scope and Functions

The scope and functions of the Governing Board shall inciude but are not limited to:

a. overseeing the operations of the ACCAHZ;

b. regularly reviewing the progress and adopting the rules, procedures, and regulations, including administrative and financial rules and procedures as endorsed by the SOM-AMAF and approved by AMAF, and, where necessary, recommending actions to improve the performance and effectiveness of the ACCAHZ;

c. providing strategic direction and strict oversight in the implementation and operation of the ACCAHZ to ensure attainment of its aims and objectives;

d. approving the organisational structure and staff requirements of the ACCAHZ, and appointing an Executive Director in accordance with the prescribed terms and conditions for such positions;

e. considering and approving the annual work programmes and operational budget of the ACCAHZ, including projects to be submitted for possible funding by the ASEAN Animal Health Trust Fund (AAHTF) and other possible funding sources;

f. approving the acceptance of any voluntary contributions or donations to the ACCAHZ;

g. receiving and reviewing progress reports and performance results, and providing advice and directions;

h. liaising with the ASEAN Sectoral Working Group on Livestock (ASWGL) and other relevant ASEAN bodies on issues and initiatives relevant to the ACCAHZ's mandate and purview;

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i. conducting periodic reviews and audits on the operation and financial management of the ACCAHZ and report its utilisation to SOM-AMAF;

j. proposing revision and modification of the funding arrangements of the ACCAHZ to SOM-AMAF;

k. recommending a Host Country for the approval of the ASEAN Ministers on Agriculture and Forestry (AMAF);

l. reporting on the progress of the ACCAHZ's activities and developments to, as well as seeking advice and support from the SOM-AMAF; and

m. performing any other functions necessary to achieve the purpose of the ACCAHZ, as stated under Article III of the Agreement on the Establishment of the ACCAHZ.

Article III
Composition and Structure

3.1. The Governing Board shall comprise the following:

a. Directors-General (or its equivalent in rank), or Chief Veterinary Officers (CVOs) of the Focal Agencies of the ASEAN Member States;

b. A representative from the ASEAN Secretariat;

c. The Executive Director of the ACCAHZ;

d. The Current Chair of the ASWGL; and

e. Representatives of ASEAN Dialogue and ASEAN Development Partners, relevant ASEAN bodies, regional organisations, non-ASEAN Member States, and relevant private sector and civil society organisations, as deemed necessary by the Directors-General (or its equivalent in rank), or CVOs of the ASEAN Member States.

3.2. The structure of the Governing Board shall be as follows:

a. A Chair and Vice-Chair, elected from among the Directors-General (or its equivalent in rank) or CVOs of the ASEAN Member States, based on alphabetical rotation, with a term of office of two years;

b. Other Directors-General (or its equivalent in rank) or CVOs of the ASEAN Member States as Members;

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c. A representative of the ASEAN Secretariat, the Executive Director of the ACCAHZ, and the current Chair of the ASWGL as Ex-officio Members; and

d. Representatives of ASEAN Dialogue and ASEAN Development Partners, relevant ASEAN bodies, regional organisations, non-ASEAN Member States, and relevant private sector and civil society organisations, as Associate Members.

3.3. The decisions of the Governing Board shall be made on the basis of consensus among the Directors-General (or its equivalent in rank) or CVOs of the ASEAN Member States.

Article IV
Roles and Responsibilities of the Chair and the Vice-Chair

4.1 The Chair shall be present at every meeting of the Governing Board to ensure that all interests of the ACCAHZ are heard, discussions are kept to the point, to determine when a consensus of opinions has been reached and that the consensus is announced by providing a summary of the progress of the meeting, in order that the minutes of the meetings are clear, and precise.

4.2 In the absence of the Chair, the Vice-Chair shall assume the duties and responsibilities of the Chair.

4.3 Prior to any meeting, the Chair shall consult as far as possible with the Members of the Governing Board on the subject to be covered during the meeting.

4.4 The Chair shall report to the SOM-AMAF on the proceedings, recommendations and the decisions made during the Governing Board's meetings.

4.5 The Chair is responsible for reporting the overall progress of work and development of the ACCAHZ to the SOM-AMAF on an annual basis, or as the need arises.

Article V
Roles and Responsibilities of the Members

Members

5.1 The Members shall provide advice on matters related to animal health and zoonoses, and support the ACCAHZ's initiatives and activities.

5.2 The Members shall attend and participate in the Governing Board's meetings.

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Ex-officio Members

5.3 The Ex-officio Members shall provide inputs and guidance, as and when needed, to support the initiatives and activities of the ACCAHZ.

5.4 The Ex-officio Members shall attend and participate in the Governing Board's meetings.

Associate Members

5.5 The Associate Members shall provide inputs, as and when needed, and shall support the initiatives and activities of the ACCAHZ.

5.6 The Associate Members shall attend and participate in the Governing Board's meetings, upon invitation by the Members.

Article VI
Frequency of Meetings and Reporting

6.1 The Governing Board shall meet at least once a year.

6.2 Any ASEAN Member State can request additional meeting(s) with the approval of the Chair and Vice-chair and upon consultation with the other Members.

6.3 The preparation of the report of the meeting(s) shall be the responsibility of the Chair with the assistance of the Executive Director.

6.4 If any of the ASEAN Member States is unable to be represented at the meeting, the concerned ASEAN Member States shall communicate respective comments on the report of the meeting to the Chair and the other Members not later than two weeks or to an agreed extended date, after receiving the report of the meeting. In the absence of comments, the report shall be considered confirmed and adopted.

6.5 The Members shall be given at least two months' notice of the next meeting unless there is an urgent matter that needs to be addressed by the Governing Board for which a shorter notice is allowed.

6.6 At the conclusion of each meeting, the Governing Board shall determine the time, date and venue of its next meeting.

6.7 The reports and documents of the Governing Board's meetings are confidential and shall only be distributed to the Members and ex-officio Members of the Governing Board, the SOM-AMAF and the AMAF.

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Appendix 3

Arrangement and Key Elements for Hosting the Office

Arrangement in Hosting the Office

The Office shall be located in the territory of one of the ASEAN Member States.The hosting of the Office shall be on a rotational basis of four (4) years, amongst interested ASEAN Member States, with the following arrangements:

a. Malaysia will serve as the Host Country for the first four (4) years, followed by Thailand for the next four (4) years.
b. Other interested ASEAN Member States are also eligible to host the Office after Thailand.
c. The Governing Board shall recommend the Host Country to AMAF for approval.

Key Elements forHosting the Office

a. A Country that is interested to host the Office shall consider the following key elements:

    i. diplomatic, political and technical requirements as may be agreed upon by the ASEAN Member States;
    ii. infrastructural support;
    iii. support from the Host Country, such as personnel;
    iv. central location; and
    v. cost of living.

b. Notwithstanding paragraph a), the Governing Board shall have an overall responsibility for the reviewing and revision of the rules and procedures for the arrangement and criteria for hosting the Office.The Governing Board may seek the guidance and approval of the AMAF, when necessary, for the said review and revision.

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Appendix 4

Funding Arrangements of the ACCAHZ

SOURCES OF ACCAHZ'S FUND

The sources of funding for the ACCAHZ shall be generated through the following schemes, which shall be reviewed by the Governing Board no later than every four (4) years.

A. The Operational Cost:

The funding for the Operational Cost shall be generated from:

a. annual contributions of the ASEAN Member States; and
b. voluntary contributions from any ASEAN Member States; and
c. other sources, as agreed upon by the Governing Board.

B. The Project Cost:

The funding for the Project Cost shall be generated from

a. voluntary contributions from any ASEAN Member State;
b. possible funding from ASEAN Animal Health Trust Fund (AAHTF) and any other ASEAN funding facilities; and
c. other sources, as agreed upon by the Governing Board.

NATURE AND SCHEDULE OF CONTRIBUTIONS BY ASEAN MEMBER STATES

A. The Operational Cost

1. Operational Cost means any payment for professional services, administrative and maintenance expenses of the ACCAHZ and its Office, relocation costs, installation costs, official travel expenses, and expenses of other authorised activities.

2. Considering the minimum requirements to maintain the functions of the ACCAHZ as stipulated under Article III of the Agreement on the Establishment of the ACCAHZ, the Optimum Operational Cost shall include the costs of professional services for one Executive Director; one Operations Officer; and one Programme Officer; one annual

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meeting of the Governing Board; and the relocation and installation of the Office of the ACCAHZ.

3. The Optimum Operational Cost is estimated at three hundred fifty thousand United States Dollars (USD 350,000) per year.

B. Costing Scheme

1. There shall be equal annual contributions from each ASEAN Member State to finance the Operational Cost.

2. Notwithstanding this, an interim arrangement shall be applied for the initial period of four (4) years, commencing from the date of entry into force of this Agreement. The interim arrangement for the initial period of four (4) years of unequal contribution shall be made through the following scheme:

    a. Category 1: thirty seven thousand five hundred United States dollars (USD37,500) per year each for Brunei Darussalam, the Republic of Indonesia, Malaysia, the Republic of the Philippines, the Republic of Singapore, the Kingdom of Thailand, and the Socialist Republic of Viet Nam;

    b. Category 2: twenty nine thousand two hundred United States dollars (USD29,200) per year each for the Kingdom of Cambodia, the Lao People's Democratic Republic, and Republic of the Republic of the Union of Myanmar.

3. The first annual contribution from the ASEAN Member States shall be made within six (6) months after the date of entry into force of the Agreement.

4. Subsequent annual contributions from the ASEAN Member States shall be paid within 12 months thereafter.

5. All contributions shall be made in United States dollars (USD).

6. In the case of suspension of the Agreement, the ASEAN Member States who had sought the suspension shall continue to fulfil its commitment of making annual contributions, notwithstanding the suspension of the Agreement.

7. The Governing Board shall have overall responsibility for the ACCAHZ's funds and assets including the promulgation and approval

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of rules and procedures for the utilisation and investment of the ACCAHZ's fund and its proceeds.

8. The Office, acting as a custodian and administrator of the ACCAHZ's funds and assets, shall accept payments made by the ASEAN Member States on or before the stipulated dates.

C. Withdrawal and Termination

1. Upon the withdrawal of any of the ASEAN Member States in accordance with Article XIII of the Agreement on the Establishment of the ACCAHZ, the said ASEAN Member State shall no longer be obligated to fulfil its commitment to pay the annual and voluntary contributions.

2. Upon termination of the Agreement on the Establishment of the ACCAHZ in accordance with Article XIVof the Agreement, all obligations of the ASEAN Member States herein shall cease to have effect.

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