

**ECOOP / Curry On / ISSTA'2018
Memorandum of Understanding**

BETWEEN

Northeastern University

Dept. of Computer Science,

440 Huntington Ave #202

Boston, MA- 02115

represented by Prof. Frank Tip, Prof. Jan Vitek and Prof. Heather Miller
- hereinafter referred to as **NEU** -

AND

AITO Services GmbH

Zum Wasserstein 11, D-66851 Queidersbach, Germany

represented by Annabel Satin, CEO
- hereinafter referred to as **AS** -

Draft

Recitals

The Association Internationale pour les Technologies Objets (AITO) e.V selected Northeastern University (NEU) to host the European Conference on Object-oriented Programming, Curry On and the **ACM SIGSOFT International Symposium on Software Testing and Analysis**

(ECOOP, Curry On and ISSTA'2018) in Amsterdam (hereinafter referred to as the **CONFERENCE**). AITO has empowered AITO Services GmbH (AS) to represents AITO's interests. AS is a 100 % subsidy of AITO e.V.

ARTICLE 1 – PURPOSE

The purpose of this agreement is to specify the terms of the collaboration between AS and NEU with regard to hosting the CONFERENCE.

ARTICLE 2 – CONFERENCE

AS and NEU will organize and run the CONFERENCE in close cooperation. In order to ensure standards being set by AS and the past ECOOP / Curry On / ISSTA conferences, it is agreed on the following:

1. AS and NEU will remain in close contact throughout the years 2017 and 2018 and consult each other on relevant issues regarding the CONFERENCE.
2. AS has assigned an administrator (Annabel Satin; hereinafter referred to as the **ADMINISTRATOR**) for all issues related to the CONFERENCE.
3. NEU has assigned a General Chair for ECOOP and ISSTA (Frank Tip; hereinafter referred to as the **EGC**) for all issues related to the CONFERENCE. NEU has also assigned two General Chair for Curry On (Jan Vitek and Heather Miller; hereinafter referred to as the **CGC**) for all issues related to the CONFERENCE. EGC and CGC agree to work closely with AS and the ADMINISTRATOR and to provide all relevant information to each other.
4. AS is taking over financial responsibilities:
 - a. Budgeting
 - b. Handle registration money and receive sponsorship into the in-house account
 - c. Pay bills
 - d. Handle the local tax and VAT return
 - e. Distribution of any proceeds
5. AS will act as the Legal Entity on contracts for Venue(s), caterers, web services etc. By that, AS becomes the debtor for all liabilities that come with the contracts.
6. AS will assist EGC and CGC in the selection and contracting of:
 - a. Conference venue
 - b. Catering

- c. Social Event(s) site and catering
 - d. A/V provider
 - e. Arrangements for Committee dinners
 - f. Printer (Printed program, signs etc)
7. AS will budget and implement the use of the external provider RSL for registration. No other registration provider can be used without AS prior consent.
8. AS will implement logistics
 - a. Establish BEO (Before Events Order or Spec Sheets), to include A/V and Food & Beverage order, space allocation, floor-plan etc.
 - b. Ensure contracts are duly executed by each provider.
 - c. Provide on-site assistance
9. The registration model and fees of the conference are to be established by AS **and** the EGC **and** CGC.
10. EGC and CGC will be consulted on all choice of venue and providers and will be offered a choice of options before a contract is finalised. No contracts are to be signed or expenses incurred without the EGC and CGC's approval. Whilst AS monitor and maintain the budget – the EGC and CGC will have access to the budget at all time.
11. EGC and CGC are responsible for:
 - a. Reaching out to the Community and selecting the Organising Committee (PC Chair, Workshop and Tutorial Chair, Summer School, Publication, Publicity, etc.)
 - b. Supporting and overseeing the work of each Chair
 - c. Publicity and web-content
 - d. Raising Sponsorship
 - e. Decisions on funding of Students, Speakers, Committee etc
12. Selection of the Program Committee Chair is done by AITO.
13. EGC and CGC are not entitled to sign contracts on behalf of AS or with financial impact on AS without explicit ADMINISTRATOR approval. Violation to do so will result in releasing any responsibility of AS resulting from such contract.
14. After closing the books of the conference, AS will provide a Final Financial Statement to NEU. NEU will provide a Final Organizational Statement to AS. All data will be compiled into a document "Final Statement of CONFERENCE" that will serve also as reference for future conference organizers. It will contain detailed information on all aspects of the conference as well as a detailed financial breakdown.

ARTICLE 3 – PROCEEDS

A final financial statement based on the income and will be provided by AS, including a complete list of all expenses and income.

If the statement shows a profit for ECOOP and Curry On, said profit can be divided between AS and NEU based on a decision by AITO.
As per ACM policy, all surpluses from ISSTA is to be returned to its respective SIG (SIGSOFT)

ARTICLE 4 – CLOSING

In the event that either party materially fails to perform its duties as required under this agreement, the non-breaching party may give written notice to the breaching party of such material failure to perform and demand performance. If the breaching party fails to cure such material non-performance within 30 days of such written notice, the non-breaching party may terminate this agreement.

Termination will not affect any obligations set forth in Article 2.

Drawn up and signed in three originals

For AS, in Queidersbach, on xxx

Annabel Satin, CEO

For NEU, in Boston, on xxx

Prof. Frank Tip

For NEU, in Boston, on xxx

Prof. Jan Vitek

For NEU, in Boston, on xxx

Dr. Heather Miller

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