

Cooperation Protocol Between

**The General Authority for Adult Education (*First Party*)
and**

Tanta University (*Second Party*)

Dated: Wednesday, April 12, 2023

First Party:

The General Authority for Adult Education, legally represented in signing this protocol by:

Prof. Ashour Ahmed Omar, President of the General Authority for Adult Education

Address: Arab Republic of Egypt – Cairo – Giza Governorate – Suez Bridge

Second Party:

Tanta University, legally represented in signing this protocol by:

Prof. Mahmoud Zaki, President of Tanta University

Address: Gharbia Governorate – El Bahr Street, in front of Sidnawi

Preamble

Recognizing the vital role of Egyptian universities, through their faculties and centers, in community service and environmental development, and in alignment with the national vision to reduce illiteracy and its associated risks to individuals and society, the two parties — represented by the General Authority for Adult Education and Tanta University — have agreed to cooperate in implementing a joint literacy project within Gharbia Governorate.

Both parties pledge to collaborate within their available capacities and resources. This cooperation shall not be considered a waiver of any rights beyond the scope of this protocol.

Article One: General Policy and Implementation

The parties agree to coordinate fully in establishing a unified general policy and determining the implementation mechanisms to achieve the objectives of this agreement. Adjustments may be made as necessary to serve the public interest. Any failure by either party to fulfill its obligations under this protocol shall not exempt it from liability. The Second Party also commits to adhering to the financial and administrative regulations issued by the First Party.

Article Two: Responsibilities and Commitments

I. First Party: General Authority for Adult Education

The Authority undertakes to:

- 1. Conduct placement and final examinations for learners, and issue “data completion forms” signed by Second Party representatives.**
- 2. Coordinate with the Second Party to implement all procedures and controls necessary for execution.**
- 3. Provide successful learners with certificates approved by the Authority, in accordance with applicable regulations.**
- 4. Assign field and administrative supervisors to oversee implementation in coordination with the Second Party.**
- 5. Organize awareness seminars and training courses for participating students and supervise their execution jointly.**
- 6. Provide the Second Party with an approved action plan outlining administrative and technical steps within the governorate.**
- 7. Supply the necessary educational materials and tools for project implementation.**

Additional commitments include:

- Notifying instructors once the names of successful candidates are published on the Authority's website (Gharbia branch).**
- Collaborating with the Second Party to prepare media content promoting the project and showcasing successful models.**
- Preparing quarterly evaluation reports to assess implementation progress, based on:**

- Reports from the Gharbia Governorate branch
- Reports from protocol coordinators on both sides
- Annual performance review by the General Protocol Unit, identifying strengths and weaknesses.

Financial Provisions (Free Work System):

- EGP 250 for each student who successfully completes a literacy course.
- EGP 100 for each successful course completed by students qualified to assist in training and supervision.

Payments are made electronically via the Ministry of Finance's e-payment system using ATM cards, pursuant to Cabinet Resolutions No. 2017/2017 and No. 123/2018, and are processed using the student's national ID number under the designated institutional code of each faculty.

Students must present the payment receipt to the university's financial department. Those without accounts must provide a copy of their national ID and required documents at the nearest bank branch.

II. Second Party: Tanta University

The university agrees to:

- Implement the project using its human resources — faculty and students — to eliminate illiteracy among university staff and in surrounding areas (villages, districts, neighborhoods in Gharbia and other governorates where students reside).
- Supervise literacy classes through specialized faculty members.
- Conduct field surveys to document illiterate individuals in cooperation with the Authority's Gharbia branch.
- Prepare lists of nominated instructors, with complete documentation for contract procedures.
- Register learners using the Authority's official 16-factor form, including all required personal and ID data.
- Commit to the initial submitted learner lists under the free system, without modification post-approval.

- Provide participating graduates with incentives, subject to university capacity and in line with Supreme Council of Universities guidelines.
- Require each participating graduate to teach a minimum of eight (8) successful learners as a condition for graduation.
- Submit copies of national ID cards for all students who complete literacy classes.
- Train participating youth on adult education methods in coordination with the Authority.
- Hold training courses to enhance literacy education competencies.
- Support the project's media plan (TV, radio, print), including convoys and success stories.
- Allocate space within the campus for a representative from the Authority and display a promotional banner for the project.
- Follow up with newly literate individuals to facilitate enrollment in formal or remedial education.
- Monitor class effectiveness, prepare regular reports, and submit them to the local Authority branch.
- Establish a coordinating committee for project management and notify the Authority in writing.

Article Three: Scope and Implementation Method

- The protocol shall be implemented across branches of the Authority in Gharbia Governorate and in other areas where participating students reside.
- The protocol targets () successful learners.

Article Four: Administrative and Institutional Provisions

Each party shall nominate a coordinator to participate in regular evaluations. The project shall be overseen by an Executive Director (appointed by the university) responsible for:

- Managing project workflow and ensuring smooth operation.

- **Preparing a quarterly evaluation report after each exam cycle detailing strengths, weaknesses, challenges, and proposed solutions. Reports must include examination results and be submitted in three copies to:**
 - **The Protocol Unit at the General Authority**
 - **The university's local branch**
 - **The university itself**
 - **Issuing necessary recommendations to ensure the success and sustainability of the project.**
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Article Five: General Provisions

- **Only curricula approved by the Authority may be used throughout the project.**
 - **The Second Party may not distribute or use any questionnaires or survey forms related to literacy learners without prior written approval from the First Party.**
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Article Six: Dispute Resolution

Any dispute arising from the interpretation or implementation of this protocol shall be resolved by a joint committee formed by both parties. Legal proceedings may only be initiated after all amicable avenues have been exhausted.

Article Seven: Copies and Execution

This protocol is drafted in two original copies, with each party retaining one to act accordingly.