



The founding charter of the Regional Center for Quality and Excellence in General Education





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Terms and Expressions

The following terms and expressions shall have meanings set forth herein as follows:

The Center	The Regional Center for Quality and Excellence in General Education
Territory	Arab World
UNESCO	United Nations Educational, Scientific and Cultural Organization
General Secretariat	The General Secretariat of the Board of Directors
Founding Charter	The founding charter of the Regional Center for Quality and Excellence in General Education
Board of Directors	Board of Directors of the Regional Center for Quality and Excellence in General Education
Director General	The Director General of the Regional Center for Quality and Excellence in General Education



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Chapter I: Founding and Objectives

Article I: (Definition of the Center)

The Regional Center for Quality and Excellence in General Education has been established in the Kingdom of Saudi Arabia as an independent entity under the auspices of the United Nations Educational, Scientific and Cultural Organization (UNESCO), in accordance with the establishment agreement concluded on 21/10/2014 by and between the Saudi government and UNESCO, and based on the approval of His Majesty decree No. 37910 dated of 17/9/1435 AH.

The Center endeavors to disseminate and enhance the culture of quality and excellence in the Arab education institutions, by developing policies that support these trends, and based on studying the best international expertise and experiences in this field, and supporting this with the necessary training programs.

Article II: (Legal Status):

In accordance with Article (5), item (2) of the establishment agreement, the Saudi government guarantees that the Center in its territory enjoys the necessary functional independence in order to execute its activities, particularly the legal capacity to contract, acquire and dispose of movable and real property, in addition to taking the necessary legal measures.

Article III: (The Headquarters of the Center):

The Center headquarters is located in the city of Jubail, and the Center may establish branches or offices within the Kingdom of Saudi Arabia.

Article IV: (Objectives of the Center):

The Center is a service provider, standard setter, and a research center in the field of quality and excellence in education. For achieving such purposes, The Center will undertake the following:

- 1) Disseminate the awareness about quality and excellence in education.



- 2) Promote practices of educational quality implementation.
- 3) Validate and benchmark current quality practices against the most effective education systems in the world.
- 4) Develop and apply practical ideas and best practices related to quality teaching and learning.
- 5) Look for new ideas and innovations that can act as a feedstock for future strategic development in educational process.
- 6) Create a hub of quality and excellence in education expertise in the Arab states, and to address human resource needs.
- 7) Develop research programs of a global quality through international partnerships to develop world class education and training programs.

Article IV: (Mandates of the Center):

For the purpose of achieving the above objectives, the mandates of the Center shall be as follows:

- 1) Promote research to improve the quality and excellence of education systems.
- 2) Develop capacity building and training initiatives to re-direct the existing education programs towards quality and excellence.
- 3) Create and reinforce networks among institutions and individuals for the exchange of knowledge, technical and policy information, and best practices in the field of quality and excellence in education.
- 4) Organize knowledge and information transfer processes and activities through international symposia and workshops, and to engage in awareness-raising activities that target various stakeholders.
- 5) Provide technical consulting services in the field of quality and excellence in education.
- 6) Produce and conduct research reports, technical publications, and other media items related to the activities of the Center.

Article IV: (The Organizational Structure of the Center):

The Center mainly consists of the Board of Directors and the general secretariat of the Board.

CHAPTER II: The Management of the Center

Article VII: (Formation of the Board of Directors):

- 7/1 The Center shall be guided and supervised by a Board of Directors headed by the Minister of the Education in the Kingdom. The members shall be as follows:
- 1) A representative of the Director-General of UNESCO.
 - 2) Up to seven representatives from different Arab states.
 - 3) Up to five members from national agencies, institutions and/or private sector.
 - 4) Two members from international agencies, institutions and private sector.
 - 5) The Director General of the Center who shall be an Ex Officio member, without the right to vote.
- 72 The represented agencies and institutions in the Board of Directors shall be relevant to the activities of the Center.
- 7/3 The membership shall be on voluntary basis; the members of the Board of directors shall not have any remuneration.
- 7/4 One-third of its members shall be renewed every two years

Article VIII: (Powers of the Board of Directors):

- 8/1 The Board of Directors shall have supervisory powers to achieve the objectives of the Center stipulated herein. The Board of Directors shall have particularly the following powers:
1. Approve the long-term and medium-term programs of the Center.
 2. Approve the annual work plan and budget of the Center.
 3. Examine and study the annual reports submitted by the Director General of the Center, including biennial self-assessment reports of the center's contribution to the achievement of the UNESCO's program objectives.
 4. Examine and review the periodic independent audit reports of the financial statements of the Center, in addition to monitoring the provision of the accounting records and books necessary for the preparation of such financial statements.
 5. Adopt the rules and regulations and set the financial, administrative, and personnel management procedures of the Center in accordance with the applicable laws of the Kingdom.

6. Decide on the issues related to the participation of regional, international and intergovernmental organizations in the activities and work of the Center.
7. Approval of contracting with an external auditor for the Center.
- 8/2 The Board of Directors may form permanent or temporary committees or working groups made up of some of its members or others to assume specific responsibilities. The formation of such committees, including members and necessary responsibilities thereof, shall be made under a decision by the Board of Directors.

Article IX: (Meetings of the Board of Directors):

The Board of Directors meets at least once a year under the chairmanship of the Chairman of the Board of Directors, upon a written invitation from the Chairman. The Invitation shall be directed at least 15 days prior to the date of the meeting. The Invitation shall include the agenda of the meeting and the issues to be discussed.

Article Ten: (The Board meeting venue and the quorum):

- 10/1 The meeting of the Board of Directors shall be valid with a quorum of at least half of the members, provided that they should include the Chairperson or his deputy. The venue of the meeting shall be at the headquarters of the Center or at any place specified by the Chairman; the meetings can be held remotely.
- 10/2 A board member may delegate another member to attend the meeting and vote in the event of an emergency.
- 10/3 The Center shall incur the traveling and accommodation costs of any board member, or any other person required to attend the meetings of the Board of Directors.

Article XI: (Decisions of the Board of Directors):

- 11/1 The Board decisions shall be taken by the majority of the voting members either in person or by proxy. In case of equal votes, the Chairman shall have the casting vote.
- 11/2 Minutes of the Board meeting shall be drawn up, including the names of the attending members, the decisions taken, the number of approving or objecting votes, and compendium of discussions held in the meeting. The minutes of meetings shall be written down regularly after each meeting in a specific record to be signed by the Chairman and the Secretary General.
- 11/3 In the event that the Chairman of the Board deems it is necessary to undertake a procedure that cannot be delayed till the next meeting of the Board and there is no possibility to hold special meeting, the Chairman may send to each of the members who have the right to vote the proposed

procedure and asking them to vote, specifying a reasonable time period for voting that may not in all cases exceed 15 days as of the date of sending the request for voting . The Board Secretary shall prepare minutes including the result of the voting and provide a copy for each member in the first following meeting. If the responses are not received from the voting members during the defined period, the proposal is considered accepted, and a decision of the Board shall be issued accordingly.

Article XII: (Powers of the Board Chairman):

The Chairman, in addition to any other powers stated herein, shall enjoy the following powers:

1. Presiding over the Board meetings.
2. Approving the agenda of the Board meetings
3. Signing the decisions issued by the Board or otherwise.
4. Delegating some of his powers to whomever he deems suitable.

Article XIII: (Expiry of The Board Membership):

13/1 The Membership status in the Board of Directors expires in the following cases:

1. Death.
2. Resignation, which shall be submitted by a registered written notification to the Chairman. The resignation becomes effective as of the specified date.
3. Expiry of the relationship between a member and the agency he/she represents.

13/2 In the event of the expiry of the membership of a representative of an entity, a request is to be directed to the represented agency to nominate a new member for the remaining period of membership.

Chapter Three: The Secretariat of the Center

Article XIV: (Administrative Body):

14/1 The administrative body of the Center consists of a Director General and a number of employees commensurate with the size and nature of the center's work.

14/2 The other members of the Center's administrative body may comprise the following:

1. Members of UNESCO staff, who are temporarily delegated to work at the Centre, in light of UNESCO regulations, and by decisions of its competent administrative authority.

2. Persons appointed by a decision of the authorized person in light of the rules approved by the Board of Directors.
3. Government employees who are delegated to work at the center in accordance with the Saudi regulations and laws.

Article XV: (Management of the Center):

- 15/1 The Director-General of the Center is to be appointed by a decision of the Chairman of the Centre Board of Directors, in consultation with the Director-General of UNESCO, for four years, subject to renewal.
- 15/2 The Director-General of the Center shall assume the responsibility of managing and administrating all affairs of the Center and departments thereof in accordance with the powers stipulated herein, the regulations issued accordingly and the decisions of the Board. The Director General shall particularly have the following powers:
1. Managing the work of the Center in accordance with the mechanisms and programs approved by the Board of Directors.
 2. Preparing the agenda for the meetings of Board of Directors which shall include any proposals that the Director deems appropriate for the management of the Center, including the annual work plan and budget to be submitted to the Board of Directors for approval.
 3. Preparing reports on the activities of the Center to be presented to the Board of Directors.
 4. Building and maintaining distinctive working relationships with national, regional and international institutions and centers related to the work of the Center.
 5. Representing the Center in international events, and before governmental and private entities, individuals, all courts, judicial bodies, diplomatic bodies, and regional and international institutions and organizations.
 6. Approving the opening and full management of bank accounts, in addition to utilizing banking products and facilities which facilitate the work of the Center (guarantees, credits, credit cards, ... etc.)
 7. Approving the opening and managing of investment accounts with banks or approved investment agencies.
 8. Seeking the assistance of full-time and part-time experts and consultants to accomplish some work or services, provide advice, conduct research and studies, and others. The

Director General sets regulations to define the process of hiring such experts and advisors and their rights and obligations; The regulation shall include persons who may be hired through secondment from government agencies and public and private institutions.

Article XVI: (Labor and Social Security System):

The labor and social insurance regulations are applied to all Saudi workers in the center.

Article XVII: (Immunity and Responsibility):

The Center and its activities enjoy immunity as stipulated by UNESCO and the Government; the Center is legally responsible for its administrative and financial operations and activities.

Chapter IV: Financial Regulation of the Center

Article XVIII: (Resources of the Center):

- 18/1 The Government of the Kingdom shall provide all financial and/or in-kind resources necessary for the optimal management and operation of the center. In particular, the Kingdom's government shall:
1. Providing the necessary facilities and equipment to achieve the objectives and functions of the Center.
 2. Carry out all necessary maintenance activities necessary for the facilities designated for the Center.
 3. Provide the minimum limit of resources to cover the operational expenses of the Center.
 4. Provide the center with the administrative body necessary for carrying out the entrusted mandates.
 5. Any other financial resource that the Board of Directors decides to add.
- 18/2 In addition to the financial and/or in-kind resources provided by the government of the Kingdom to the Center as indicated in the previous item, the resources of the Center consist of the financial revenues of the provided services and the unconditional grants and donations given in accordance with the objective of the Center.

Article XIX: (The fiscal year of the Center):

The fiscal year of the Center shall start and end in accordance with the fiscal year of the headquarters country. The first fiscal year of the Center shall be excluded as it will start as of the date of establishment and shall end at the ending date of the aforementioned fiscal year.

Article XX: (Rules of Financial Management):

Asset management and financing of the Center are subject to the laws in force in the Kingdom of Saudi Arabia. Disbursement and collection of revenues shall be in accordance with financial regulations to be issued by the Board. Such regulations shall include the organization of accounting procedures to be followed for recording expenses and revenues of the Center.

The financial resources of the Center shall be deposited in the bank (s) specified by the Director General of the Center. Disbursement shall be carried out in accordance with the financial regulations of the Center.

Article XXI: (the Budget of the Center):

The Director General of the Center shall, before the end of each fiscal year, prepare an action plan for the following fiscal year. Such action plan shall include an estimated budget for the execution thereof. The action plan and the budget thereof shall be accomplished and submitted to the Board for approval 30 days prior to the year of the action plan. The approved budget shall be effective as of the beginning of the fiscal year of the Center. In case that the approval of the action plan is delayed till that date, the expenditures shall be within the financial provisions of the previous fiscal year till the approval of the estimated budget of the new fiscal year.

Article XXII: (External Auditor):

The Center shall have an external auditor to be chosen and appointed annually by the Board of Directors. The External auditor must be a licensed accountant in the Kingdom. The External auditor shall audit, examine and review the Center's accounts, transactions, statements, annual budget and final financial statements, and shall submit an annual audit report to the Board of Directors. For this purpose, The External auditor is entitled to access to all records, books and documents of the Center in addition to any contracts concluded with third parties. The External auditor may request clarifications and data that deems necessary to obtain. The Board of Directors shall specify the annual fees of the external auditor and may decide to reappoint it.

Chapter V: Relationship with UNESCO

Article XXIII: (Reference to the relationship):

The Center may mention its relationship with UNESCO. The Center may therefore use after its name the phrase “under the auspices of UNESCO.”

Article XXIV: (The Contribution of UNESCO):

24/1 At the request of the Center and in light of the available resources, UNESCO provides technical assistance to the activities of the Center in accordance with the strategic goals and objectives of UNESCO through the following:

1. Provide the assistance of its experts in the areas of the center specialization.
2. Temporarily seconding some of its employees, as decided by the Director-General of UNESCO, on an exceptional basis, if such secondment justified by the implementation of a joint project related to one of the strategic priority areas approved by UNESCO's governing bodies.
3. Inviting the center to participate in various programs implemented by UNESCO, in which the participation of the Center is necessary.

24/2 In all cases mentioned in the previous item, such assistance shall be provided only within the framework stipulated in the UNESCO program and budget.

Article XXV: (Evaluation by UNESCO):

UNESCO may at any time conduct an evaluation of the activities of the Center in order to verify that:

1. The Center provides a tangible contribution to the achievement of the strategic objectives and the desired results of the UNESCO program that are consistent with the four-year program period of UNESCO C/5 document (Program and Budget), including the two global priorities of the UNESCO and the related sectorial or program priorities and themes.
2. The main activities of the Center are effectively implemented in compliance with the provisions of the center establishment agreement concluded by and between Kingdom of Saudi Arabia and UNESCO.



Chapter VI: General Provisions.

Article XXVI: (The logo of the Center):

- 26/1 The Center may design and use its own logo and set the necessary rules for the usage thereof.
- 26/2 The Center is authorized to use the UNESCO logo or a version thereof as on its latter headed papers and documents, electronic documents and Internet webpages, in accordance with the conditions set by the two governing bodies of UNESCO.

Article XXVII: (Dissolution of the Center):

In the event of the dissolution of the center, all its tangible and intangible assets shall revert to the Government of the Kingdom of Saudi Arabia. Any rights to any other parties shall be observed.

Article XXVIII: (Amending the Charter):

No provision of this charter may be amended except by the same legal instrument issued for the approval thereof.

Article XXIX: (Effectiveness of the Charter):

The present charter becomes effective as of the date of adoption thereof by the Government, and it shall accordingly supersede all contradicting provisions.