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| Memorandum of Understanding |
| Between UITP and (Partner) |

**Background**

The ZeEUS project has set up an Electric Bus Observatory that closely follows the developments of electric bus systems in Europe. ZeEUS provides the opportunity to cities implementing electric buses funded by other European, national or local initiatives to become an Observed Site. The ZeEUS project closely follows the evolution of the Observed Sites which will provide valuable information to understand the market uptake of high capacity electric buses in European cities.

This MoU aims at setting the terms, understanding and frame for the collaboration between UITP, as a coordinator of the ZeEUS project and **(Partner)** as a Member of the ZeEUS Observatory, which brings together the widest set of direct experiences with electric urban buses that are running or will run in the next years in Europe through the Group of Observed Sites.

**Purpose**

In order to facilitate the market uptake of electric buses in Europe and to support decision makers in determining if electric buses would fit in their cities, how to introduce them in the best possible way and what would be the best time for such introduction, it is essential that ZeEUS gathers the widest set of direct experiences with electric urban buses running in Europe and provides a worldwide visibility to these different experiences.

The above goals will be accomplished by undertaking the following activities:

**(Partner)** commit to provide periodically (once or twice per year, depending on the progress of the Observed Site experience) to UITP some detailed information and data about the demonstration and its execution based on the annexed questionnaire developed by UITP, including:

* + **Details about the experience’s location**
	+ **Type of experience (pilot, demonstration, procurement, test, bus renewal, other)**
	+ **Technological aspects about vehicle**
	+ **Technological aspects about the charging infrastructure**
	+ **Operation Strategy**
	+ **Organisational information**

The experience sites selected to take part in the ZeEUS Observatory shall have the following characteristics:

* High capacity bus vehicle, typically **12 metres or more**
* **Series or pre-series** products are being tested / put in service (not prototypes)
* Vehicles operate in **real operative services** **with passengers**
* The experience takes place in a **urban/peri-urban** scenario
* Experience(s) is/are running when the ZeEUS project is running (2013-2017) or before
* Vehicles should be: plug-in hybrids, full electric buses, battery trolley-buses

UITP through the ZeEUS project commits to provide to **(Partner)** a platform for collaborative discussions about the progresses of the electrification of urban bus systems of high capacity with:

* + A strong visibility through the wide distribution of the only European publication dedicated to high capacity e-buses, the **ZeEUS eBus Yearly Report**
	+ A good dissemination and communication about of the experience through the publication of the e-bus experience on the **ZeEUS website**
	+ A **ZeEUS Electric Bus Forum** meeting every 6 months with a possibility to present their acquired knowledge and practice(s) while debating with other Forum members about key relevant technological and operational aspects of their experience with electric buses
	+ The support to the development of the **Electric Bus Roadmap**[[1]](#footnote-1)

**Confidentiality of data**

The information provided by **(Partner)** is intended to be used and published on ZeEUS website and in the main yearly European publication dedicated to high capacity e-buses. Any sensitive data will only be used in an anonymous and aggregated way. Where necessary, a full confidentiality of the provided data can be offered to **(Partner)** by UITP on common agreement for some specific selected data.

**Funding**

This MoU is not a commitment of funds but is seen as setting up mutually beneficial activities and therefore implies a commitment towards the above activities in the timeframe of November 2013 to April 2017. UITP can reimburse declared travel costs of the Company Representative related to his/ her participation as a Speaker in the ZeEUS relevant Events (economy class travel and accommodation), if the total sum of reimbursement does not exceed EUR 700 € per travel and is limited to one representative person per company. All expenses, without exception, need prior approval by the UITP ZeEUS Project Director in Brussels. For reimbursement all original proofs of expenditure must be provided to UITP together with the dedicated ZeEUS travel expenses form filled out. All approved expenses will be reimbursed subject to the application of UITP usual administrative procedures. Expenditure not approved by UITP or without original proofs of expenditure will not be reimbursed.

**Duration**

This MoU is at-will and may be modified by mutual consent of authorized officials from UITP, the ZeEUS Consortium, the European Commission and **(Partner)**. This MoU shall become effective upon signature by the authorized officials from UITP and **(Partner)** and will remain in effect until modified or terminated by any one of the partners by mutual consent. In the absence of mutual agreement by the authorized officials from UITP and **(Partner)**, this MoU shall end on 30th April 2017.

**Contact Information**

Partner name

Partner representative

Position

Address

Telephone

E-mail

Partner name

Partner representative

Position

Address

Telephone

E-mail

 Date:

(Partner signature)

(Partner name, organization, position)

 Date:

(Partner signature)

(Partner name, organization, position)

1. Please note that some Observed Demonstrations will be periodically selected to become a **Monitored Demonstration**, following the signature of a dedicated agreement between UITP and **(Partner)**

	* + Their experience may apply selected ZeEUS **K**ey **P**erformance **I**ndicators
		+ They could also contribute in the validation process of the new step of the UITP SORT cycle on electric buses in development today [↑](#footnote-ref-1)