



## MEMORANDUM OF UNDERSTANDING

### Chartered Institute for Archaeologists (CifA) Deutsche Gesellschaft für Ur- und Frühgeschichte (DGUF)

#### 1. Introduction

This Memorandum of Understanding sets out the basis for cooperation between the two organisations in order to foster collaboration.

#### 2. The organisations

##### The Chartered Institute for Archaeologists (CifA)

CifA is the leading professional body representing archaeologists working in the UK and overseas. With CifA Deutschland it has a working and active area group in Germany. CifA is open to applicants from anywhere in the world and from any archaeological discipline. CifA promotes high professional standards and strong ethics in archaeological practice, to maximise the benefits that archaeologists bring to society.

Accredited CifA professionals have demonstrated technical and ethical competence in archaeology by means of an examined portfolio of work in whichever areas of the diverse discipline of archaeology in which they work. CifA requires the archaeologists it accredits to continuously demonstrate competence and to comply with its *Code of conduct* and standards wherever they work in the world. It facilitates the discussion and dissemination of good practice. The Code of conduct and Standards and guidance identify outcomes and processes expected of many types of archaeological work. CifA professionals act impartially, and are accountable under professional conduct procedures. Registered Organisations of CifA are led by senior accredited professionals and have formally undertaken to comply with the Code and Standards; they are assessed for skills, performance, compliance, and quality management procedures via a written application and an inspection by peers. Registration is time-limited.

The Chartered Institute supports four area groups and 16 special interest groups.

CifA is incorporated and has a head office in the United Kingdom. CifA Deutschland is the first area group outside the UK: it has a coordinator/manager based in Germany and its internal communications are in German. The official language of CifA is English.

### Deutsche Gesellschaft für Ur- und Frühgeschichte e.V. (DGUF)

The DGUF has been promoting the archaeological and archaeological policy concerns of prehistory and early history for half a century, primarily in Germany. It contributes to the dissemination of certain and well-founded knowledge pertaining to archaeology and to the advancement and improvement of the framework conditions for a modern archaeology in research and teaching as well in the preservation and maintenance of archaeological heritage sites. Membership of the DGUF is open to everyone. The DGUF is the Germany-wide specialist association for Central European archaeology with the highest number of members; it sees itself as a specialist association as well as an NGO.

On the national level, the DGUF collaborates with suitable partners by sharing the work, for example with Cifa Deutschland, the new professional association. The DGUF collaborates on both the national and the international level with other specialist associations and particularly with NGOs engaged on archaeological policy.

The official language of the DGUF is German; the publications and conferences of the DGUF are regularly also bilingual, German and English, however. The DGUF is registered with the register of associations in Bonn (Germany) as an "e.V." (registered association), it has non-profit status for tax purposes and its permanent office is in Kerpen-Loogh (Rhineland-Palatinate, Germany).

### **3. Areas of cooperation and support**

Both organisations have a commitment to the promotion of archaeology, care for our cultural heritage and good practice in archaeology for the benefit of archaeological research, heritage and practice, the social valuing of archaeology and our societies. DGUF and Cifa (Deutschland) take each other as close partners for aims and activities on a European scale but with strong emphasis on Germany.

It is therefore recognised that while Cifa and DGUF share common values on archaeology and cultural heritage as learned societies and NGOs, their purposes and roles are different. The two organisations are distinct, but complementary.

Each organisation will

- a) seek to strengthen its relationship with the other
- b) consider working in partnership where corporate objectives and priorities coincide
- c) take care not to compete with the other
- d) encourage German archaeologists to engage with Cifa (Deutschland) and DGUF
- e) seek to cooperate with the other on advocacy where policy or interests are common to both
- f) seek to promote the other's events, including through sharing of member discounts for conferences, and other services for members, where appropriate
- g) recognise the distinct yet complementary roles of DGUF as an NGO and a learned society and Cifa as an NGO and professional association.

At the date of this Memorandum the following areas have been identified for cooperation

- 1) promotion of shared statements on the value of archaeology in Germany
- 2) promoting and strengthening Cifa as a professional association in Germany via Cifa Deutschland
- 3) promoting and strengthening DGUF as an NGO and learned society in Germany
- 4) DGUF publishing and disseminating relevant information on Cifa Deutschland via the DGUF-Newsletter, at least until Cifa Deutschland has adequate publications of its own. The

selection of topics and the final editing of texts, whether provided by ClfA Deutschland or others, rests with the Newsletter editor

- 5) promotion of membership of ClfA and DGUF
- 6) promotion of each other's events
- 7) where suitable, offering opportunities at conferences for the partner organisation to host smaller events and meetings
- 8) providing copy on recent activities for each other's publications
- 9) cooperating on influencing into the sphere of politics, parliaments and legislation related to archaeology and cultural heritage, with a focus on the profession of Archaeology in Germany.

#### 4. Liaison

Each party will appoint a representative to form the link between the institutes. At the date of this Memorandum the representatives are:

- the ClfA Chief Executive, Peter Hinton and chair of ClfA Deutschland, Michaela Schauer
- the DGUF chair Diane Scherzler and a vice chair to be decided.





The representatives will seek to attend conferences and relevant meetings of the partner organisation, or will send a nominee if this is not possible.

The representatives will meet annually to review progress with the Memorandum and with shared endeavours.

#### 5. Duration and termination

This Memorandum shall continue in force until 31 December 2023, and may be renewed by agreement.

Any party wishing to terminate this Memorandum must notify the other party in writing, giving no less than three months' notice.

For and on behalf of <b>ClfA</b>	For and on behalf of <b>DGUF</b>
Name: Victoria Hunns 	Name: Diane Scherzler 
Position: Chair of ClfA	Position: Chair of the DGUF
Name: Pete Hinton 	Name: Frank Siegmund 
Position: Chief Executive of ClfA	Position: Vice chair of the DGUF
Date: 17 May 2018	Date: 17 May 2018