
ASSOCIATION FOR SSR EDUCATION AND TRAINING (ASSET)**COOPERATION STATEMENT**

The parties to this SSR Education and Training Cooperation Statement, forming a membership group of education and training organisations and institutions called the Association for SSR Education and Training (ASSET), hereafter mentioned as the Association, declare their common intention to develop and share education and training material and methods based on international norms and standards within the area of SSR.

Aims and Objectives**Article 1**

The Association is an open and voluntary association of organisations and institutions engaged in SSR education and training.

The Association promotes an open, collaborative and collegial means of information sharing, networking and communication in order to promote high quality SSR education and training methodology.

The Association aims to support the development and delivery of education and training courses and teaching materials in order to meet the increasing need for highly qualified SSR practitioners, planners, trainers and policy makers.

This shall be achieved through encouraging coordination, building coherence and strengthening the capacity of member institutions and organisations to provide quality, skills based training and education.

Clarification Clause**Article 2**

'SSR' in the context of this document refers to security system reform; security sector reform; security sector governance; security sector transformation; access to justice and security sector management; security sector development; security sector reconstruction. The Association understands that all of the above have a similar aim, which is to increase the effectiveness, accountability and democratic control of security and justice arrangements.

Core Principles**Article 3**

The members of the Association agree that their SSR education and training shall be based on the following internationally agreed norms and standards as expressed in the UN Secretary-General's Report on SSR:

- a) The goal of SSR is to support States and societies in developing effective, inclusive and accountable security institutions so as to contribute to international peace and security, sustainable development and the enjoyment of human rights by all;
- b) In order to be successful and sustainable, SSR must be anchored on national ownership and commitment of involved states and societies;
- c) SSR must be tailored to the specific environment in which reform is taking place, as well as to the different needs of stakeholders;
- d) SSR must be gender-responsive throughout all phases;
- e) An SSR framework is essential to the planning and implementation of government reform, especially in post-conflict settings;
- f) Coordination of national and international partners' efforts is essential;

- g) Monitoring and regular evaluation against established principles and specific benchmarks are essential;
- h) SSR is both political and technical; it must be comprehensive, involving the whole government, as well as non-statutory forces and civil society, including the media.

Core Activities
Article 4

The activities of the Association shall be based on an agreed Annual Workplan.

Core activities include:

- a) Establishing and maintaining a webportal through which the international community can identify and gain access to SSR education and training institutions and organisations that provide training in line with international guidelines and standards;
- b) Sharing SSR-related education and training material, methods and resources (including personnel) and honour the terms on which they are provided by the owners;
- c) Sharing education and training modules and best practices, through training-of-trainers courses and pilot projects;
- d) Facilitating peer exchange or mentoring programmes to help members to develop their curricula quality and encourage a coherent approach in line with international norms and standards;
- e) Coordinating, developing and maintaining a broad range of SSR education and training courses;
- f) Supporting each other in identifying and accessing funding.

Membership
Article 5

Membership in ASSET is confined to SSR education and training institutions and networks that support the core principles of ASSET. It does not cater for the commercial or corporate sector (businesses that offer specialised services related to war and conflict).

Qualifying Criteria for Membership
Article 6

- a. Have a proven track record in SSR training and/or education or a willingness to develop such a curriculum, and/or undertake research activities that are directly linked to developing training and/or education curricula.
- b. Agree to utilise a shared set of SSR principles and methods, contained in internationally recognised norms and standards as expressed in Article 3.

Procedure for new Membership
Article 7

New parties wishing to join the Association should be nominated by at least two current members and the application is subject to agreement by the members. Applications should be made to the Coordinating Committee and be accompanied by supporting material that demonstrates the potential member's adherence to the qualifying criteria for membership listed in Article 6. Membership applications shall be sent to the Coordinating Committee at least three months before the AGM. Details of the new application shall be circulated to members by the Coordinating Committee, through the Secretariat. A decision on agreement from the current members will be achieved through silent procedure within a date not to exceed one month of circulation of the potential member's application. Once accepted in principle through this procedure, the applicant will be invited to attend the AGM and present their organisation before being formally accepted by the AGM to ASSET.

Termination of membership
Article 8

Membership status shall be assumed to be indefinite unless terminated by the member or the AGM. Members can individually end their membership by providing written notice to the Coordination Committee. Any member no longer fulfilling the ASSET membership criteria can be removed from the Association by a two-thirds majority at the AGM. A formal notification of such intended action should be communicated to the relevant organisation no later than three months before the AGM, during which time the organisation may appeal.

The membership will be formally terminated by the Coordination Committee no later than 30 days after receipt of notice and an update circulated to all members. An updated list of members will be formally adopted at the next AGM.

Membership Responsibilities
Article 9

- a) Adhere to the core principles as listed in Article 3;
- b) Be willing to share course outlines and to nominate a point of contact whose coordinates are made available on the Association's website;
- c) Be willing to participate in an exchange of trainers amongst peers;
- d) Share and update best practice and lessons learned;
- e) Share and update information and institutional activities and projects;
- f) Participate, if possible, in the AGM;
- g) Take part in Core Activities as listed in Article 4;
- h) Spread awareness of the Association thus promoting its aims and objective;
- i) Actively identify, nominate and support the application of new members to ASSET;
- j) Agree to transparency in their activities;
- k) Submit a brief financial narrative to the AGM via the Secretariat no later than two months prior to the AGM in all cases where funding has been secured using the ASSET logo.

Observers
Article 10

Observers may participate in the work of the Association either through invitation or application for specific events. The Coordinating Committee is responsible for approving applications for observer status and processing requests for invitation from ASSET members.

Resources
Article 11

No independent funds shall be held by the Association. The Association's activities shall be resourced by the member organisations of the Association or donor contributions, which shall directly fund services as appropriate and necessary when possible. The funds shall be used in conformity with the Association's purposes, and donor funding shall be spent on activities agreed with the donor agency concerned. Members are encouraged to seek funding from donors as individual organisations or consortia for activities detailed in Article 4. Application for permission to use the ASSET logo when making such funding requests may be made to the Coordinating Committee, who shall give permission providing the activity is in accordance with ASSET's standards and values. The Secretariat may assist members in sourcing appropriate funding. If funding requests are made by individual ASSET members or consortia using the ASSET logo, a brief financial and narrative report should be submitted to the AGM.

Organs
Article 12

The Association's organs are:

- a. The Annual General Meeting (AGM), comprising all member organisations and institutions present at the AGM;
- b. The Coordinating Committee (CC), comprising a number of member organisations and institutions appointed by the AGM;
- c. The Secretariat, comprising a single member of ASSET appointed by the AGM.

Annual General Meeting
Article 13

The Annual General Meeting (AGM) is the Association's highest deliberative and deciding assembly. It is composed of all members of ASSET present;

The Association shall hold an AGM. In addition, the AGM shall convene an Extraordinary Meeting whenever necessary or at the request of one-fifth of the members.

No member shall have more than one vote at the AGM. If unable to attend an AGM, a member can be represented by a proxy to another member institution. Such a request shall be received by the CC in writing in advance of the AGM.

The Annual General Meeting shall:

- a. Formally confirm the admission or membership annulment of members and observers.
- b. Appoint the host for the next AGM;
- c. Appoint the CC, which shall include the host of the next AGM, and strive for geographic and gender balance therein;
- d. Discuss ways in which to improve and develop greater coherence in SSR education, training and methodology and identify lessons learnt and the role the Association can play in this;
- e. Develop an agreed Annual Work Plan;
- f. Adopt suggested Resolutions of the AGM and any Extraordinary Meeting of the members of the Association. Adopted Resolutions shall constitute the expression of the will of the members and shall establish policies to be implemented in good will amongst the members of the Association, with support by the CC.
- g. Take all actions by simple majority vote of the members present, except in the case of amendments to the Cooperation Statement of the Association, which shall be subject to the provisions of Article 17, and dissolution of the AGM, which shall be subject to the provisions of Article 18.
- h. Be considered in quorum regardless of the number of members present;
- i. Be convened upon three months' notice of the date given to all members by the CC.

Coordinating Committee
Article 14

The Coordinating Committee (CC):

- a. Shall be comprised of an uneven number of members to facilitate decision making;
- b. Is authorised to carry out acts that further the purposes of the Association. The CC acts as a coordination body for the members and supports the implementation of the Annual Workplan;
- c. Finalises the AGM agenda and forwards it to the Secretariat for dissemination amongst the members;
- d. Shall organise the AGM and chair it through the host member appointed under Article 11.b.;
- e. Shall have responsibility to oversee the application and termination procedures for membership and observer status in the Association;
- f. Shall report on the activities of the members in a given operating year to the AGM;
- g. Shall perform any other duties assigned to it by the AGM.

**Secretariat
Article 15**

The Secretariat shall work to ensure that the Annual General Meeting and the Coordinating Committee can effectively perform their functions and duties as described in Articles 11 and 12 respectively. The Terms of Reference for the Secretariat provide details on its mandate, election, composition, core functions and resources.

**Logo
Article 16**

The Association shall have a logo. All work-plan outputs produced by ASSET should carry the logo of the Association. The ASSET members may use the logo to demonstrate their membership of the Association. Members wishing to use the logo within applications for funding as members of ASSET shall seek prior approval by the CC.

**Amendments
Article 17**

Request for amendment of the Cooperation Statement shall be forwarded to the CC in advance of the AGM and be seconded by another member. Decisions concerning the amendment of the Cooperation Statement of the Association shall be approved by two-thirds of the total ASSET members.

**Dissolution of the Association
Article 18**

Dissolution of the Association shall be approved by a two-thirds majority of the total ASSET members.

ANNEX 1: ASSET Members (2011)

Acronym	Organisation	URL
ACCORD	African Centre for the Constructive Resolution of Disputes, South Africa	http://www.accord.org.za
ASPR	Austrian Study Centre for Peace and Conflict Resolution, Austria	http://www.aspr.ac.at/
ASSN	African Security Sector Network, Ghana	http://www.africansecuritynetwork.org
BICC	Bonn International Centre for Conversion, Germany	http://www.bicc.de
CAPS	Centre for Conflict and Peace Studies, Afghanistan	http://www.caps.af
CESMO	Centre for Middle Eastern Strategic Studies, Lebanon	http://www.cesmo.org
CESS	Centre for European Security Studies, Netherlands	http://www.cess.org
Clingendael	Netherlands Institute of International Relations, Netherlands	http://www.clingendael.nl
CSAS	Centre for South Asian Studies, Nepal	http://www.csas.org.np
CSSM	Centre for Security Sector Management/ Cranfield University, United Kingdom	http://www.ssronline.org
DCAF	Geneva Centre for the Democratic Control of Armed Forces, Switzerland	http://www.dcaf.ch
DCAF-ISSAT	International Security Sector Advisory Team, DCAF, Switzerland (<i>Secretariat</i>)	http://issat.dcaf.ch
FBA	Folke Bernadotte Academy, Sweden	http://www.folkebernadotteacademy.se
FLACSO	Latin American Faculty of Social Science, Chile	http://www.flacso.cl
Fundasaun Mahein	Fundasaun Mahein, East Timor	http://fundasaunmahein.wordpress.com
GCSP	Geneva Centre for Security Policy, Switzerland	http://www.gcsp.ch
GCST	Global Consortium for Security Transformation, Chile	http://www.securitytransformation.org
GFN-SSR	Global Facilitation Network for SSR, United Kingdom	http://www.ssrnetwork.net
Hiroshima University	Graduate School for International Development and Cooperation, Japan	http://www.hiroshima-u.ac.jp/en/idec
IA	International Alert, United Kingdom	http://www.international-alert.org
IPEADES	Teaching Institute for Sustainable Development, Guatemala	http://www.ipeades.org
IPCS	Institute of Peace and Conflict Studies, India	http://www.ipcs.org
ISDS	Institute for Strategic and Development Studies, Philippines	http://www.isdsphilippines.org
ISIS	Chulalongkorn University/Institute of Security and International Studies, Thailand	http://www.isisthailand.polsci.chula.ac.th
ISS	Institute for Security Studies, South Africa	http://www.iss.co.za
KA IPTC	Kofi Annan International Peacekeeping Training Centre, Ghana	http://www.kaiptc.org
LIPI	Indonesian Institute of Sciences, Centre for Political Studies, Indonesia	http://www.lipi.go.id
PPC	Pearson Peacekeeping Centre, Canada	http://www.peaceoperations.org
PRAWA	Prison Rehabilitation and Welfare Action, Nigeria	http://www.prawa.org
RCSS	Regional Centre for Strategic Studies, Sri Lanka	http://www.rcss.org
SADSEM	Southern African Defence and Security Management Network, South Africa	http://www.sadsem.org
SNDC	Swedish National Defence College, Sweden	http://www.fhs.se
SRIC	Security Research and Information Centre, Kenya	http://www.srickenya.org
UNDPKO (observer)	United Nations Department of Peacekeeping Operations, New York	http://www.un.org/en/peacekeeping/dpko
UNITAR	United Nations Institute for Training and Research	http://www.unitar.org
UN LiRec	United Nations Regional Centre for Peace, Disarmament and Development	http://www.unlirec.org
CMC	Crisis Management Centre, Finland	http://www.cmcfinland.fi/

ANNEX 2: Coordinating Committee (2011-2012)

1. Folke Bernadotte Academy (FBA), Sweden
2. Geneva Centre for Security Policy (GCSP), Switzerland (*2012 co-host*)
3. Teaching Institute for Sustainable Development (IEPADES), Guatemala (*2011 host*)
4. Global Consortium for Security Transformation (GCST), Chile
5. Regional Centre for Strategic Studies (RCSS), Sri Lanka
6. Institute for Strategic and Development Studies (ISDS), Philippines
7. African Security Sector Network (ASSN), Ghana
8. Kofi Annan International Peacekeeping Training Centre (KAIPTC), Ghana
9. International Security Sector Advisory Team, (DCAF-ISSAT), Switzerland (*Secretariat*)