

MEMORANDUM OF UNDERSTANDING

This Memorandum of Understanding (MOU) dated 19th September 2024 is made between:

The Fellowship of Animal Behaviour Clinicians (hereafter referred to as FAB Clinicians)
and

CCAB Certification Ltd (hereafter referred to as CCAB-Cert Ltd)

1. Purpose

The purpose of this MOU is to outline how FAB Clinicians and CCAB-Cert Ltd will work together to maximise industry, welfare and practitioner benefits for their mutual interests in ensuring that individuals are independently assessed, monitored and certificated as meeting and maintaining the standards of education, experience and ethics required by CCAB-Cert Ltd for Certificated Clinical Animal Behaviourists.

- This MOU is not a legally binding document, besides where it concerns intellectual property, confidentiality, freedom of information or brand protection legislation. Instead it is a statement, agreed voluntarily by equal partners, of their commitment to work together for the benefit of independently Certificated Clinical Animal Behaviourists, those working towards certification and other industry stakeholders.
- This MOU can be amended only in writing and subject to agreement by both FAB Clinicians and CCAB-Cert Ltd.

2. Scope

The scope of this MOU covers the areas of mutual interest to FAB Clinicians and CCAB-Cert Ltd, namely independent assessment, certification and monitoring of Certificated Clinical Animal Behaviourists to ensure that they meet and maintain CCAB-Cert Ltd standards.

3. Expectations and Benefits

Under the terms of this MOU, FAB Clinicians and CCAB-Cert Ltd seek, within the scope of this agreement, to:

- Create a mutual understanding of the interests of both organisations to enable a broad understanding of practitioner and industry benefits that can be gained with collaboration, and to identify and implement policies and procedures to protect CCAB Cert Ltd's certification and complaints-process independence integrity throughout.
- Identify synergies between FAB Clinicians and CCAB-Cert Ltd in relation to professional development opportunities and support of certificated and non-certificated practitioners, in order to maximise practitioner and industry benefits.
- Identify synergies between FAB Clinicians and CCAB-Cert Ltd in relation to promotion of Clinical Animal Behaviourists meeting and maintaining related CCAB-Cert Ltd standards,

including independent assessment and certification, to veterinarians, the public and animal insurance companies.

- Measure the effect of FAB Clinicians and CCAB-Cert Ltd's collaboration in areas which does not compromise independence integrity.
- Act mutually as advocates for the CCAB-Cert Ltd and FAB Clinicians standards when interacting with industry stakeholders.

4. Partnership Objectives and Activities

Specific objectives and activities developed through this working relationship will be detailed in Annex A, which is appended to this MOU and may be amended as and when the FAB Clinicians and CCAB-Cert Ltd committees agree to modify their joint objectives or activities. The management and evaluation methods for each activity will be defined in Annex A.

Activities may include, but are not limited to:

- Sharing or development of resources aimed at supporting certificated and non-certificated members in relation to their professional development and wellbeing;
- Sharing or development of resources in relation to promotion of Clinical Animal Behaviourists meeting and maintaining related CCAB-Cert Ltd standards, including independent assessment and certification, to veterinarians, the public and animal insurance companies;
- Implementation of policies and procedures to protect the independence integrity of CCAB-Cert Ltd in relation to their certification and CCAB complaints processes: thereby ensuring that FAB Clinicians and CCAB-Cert Ltd can collaborate with certain activities without risk to this independence which is of utmost importance to both organisations;
- To act mutually as advocates for the CCAB-Cert Ltd and FAB Clinicians standards when interacting with industry stakeholders;
- To facilitate introductions to third parties that can assist in defining and developing areas of interest to either FAB Clinicians or CCAB-Cert Ltd;
- Evaluating the benefit of collaboration between FAB Clinicians and CCAB-Cert Ltd.

5. Management of the Partnership

The FAB Clinicians and CCAB-Cert Ltd committees are separate entities, with each having a single representative to the other organisation. To maintain independence integrity between the organisations, where this is necessary, potential conflicts of interests will be declared and/or assessed, and representatives to the other organisation may be excluded from specific discussions. The FAB Clinicians / CCAB-Cert Ltd partnership will be reviewed and managed by the FAB Clinicians and CCAB-Cert Ltd committees or by representatives of these. Additional sub-committee representatives may be selected as appropriate, to cover

emerging areas of interest or activities. The committees or representatives will review the collaborative interests and activities of both organisations, and may agree on further activities according to mutual benefits and ongoing engagement or commitment between the parties.

6. Intellectual Property and Data

As part of any collaboration, intellectual property will be handled on a case-by-case basis, with the following basic governing principles:

- Both parties agree that any intellectual property developed as a result of the collaborative activity under the MOU will be dealt with by appropriate written agreements at the relevant time;
- If no specific written agreement is instigated in respect of jointly developed intellectual property, this MOU acts as a presumption of equally shared intellectual property rights;
- Neither party shall use or refer to the name, logo or other designation of the other party without prior written consent of that party.

7. Confidentiality

Both parties agree and acknowledge that the terms of this MOU and discussions concerning collaborative activity are confidential and no party will disclose them without the prior consent of the other party.

Each party undertakes that it shall not disclose to any person or organisation any confidential information concerning the activities or affairs of the other party except as permitted below.

Each party may disclose the other party's confidential information:

- a. To its committee members or sub-committee representatives who need to know such information for the purposes of carrying out this MOU. Each party shall ensure its committee members or sub-committee representatives to whom it discloses the other party's confidential information comply with this confidentiality clause;
- b. As may be required by law, court order or any regulatory authority.

Neither party shall use the other party's confidential information for any purpose other than to perform its MOU obligations.

8. Brand Protection

FAB Clinicians and CCAB-Cert Ltd requires that any MOU should protect both organisations brand and its use. Neither party to this MOU shall use or refer to the name, logo or any other designation of the other party without prior written consent from the other party (such consent not to be unreasonably withheld or delayed). The parties shall immediately

cease to use the materials, logos, trademarks or other intellectual property of the other party upon expiry or termination of the MOU for any reason.

9. Commencement, Duration and Termination


The working relationship between FAB Clinicians and CCAB-Cert Ltd will renew with the signing of this MOU. This working relationship shall remain in force for a period of 36 months from the commencement date; after which time its continuation, benefits, terms and objectives will be reviewed by both parties. The FAB Clinicians / CCAB-Cert Ltd working relationship can be terminated at any time by either party following a consultation period of 30 days or such period as otherwise agreed between the parties, and thereafter giving 30 days written notice of termination or such period as otherwise agreed by both parties.

10. Points of Contact

FAB Clinicians, Claire Hargrave, erwwastad@aol.com


CCAB-Cert Ltd, Carrie Tooley, info@ccab.uk

11. Signatures

Signed for and on behalf of FAB Clinicians by: 

Name: Claire Hargrave

Date: 19th September 2024

Signed for and on behalf of CCAB-Cert Ltd by: 

Name: Carrie Tooley

Date: 19th September 2024