



MEMORANDUM OF UNDERSTANDING
BETWEEN

THE SOUTHEAST ASIAN MINISTERS OF EDUCATION ORGANIZATION
REGIONAL CENTRE FOR SUFFICIENCY ECONOMY PHILOSOPHY FOR
SUSTAINABILITY (SEAMEO SEPS)

AND
WALAILAK UNIVERSITY

The Southeast Asian Ministers of Education Organization Regional Centre for Sufficiency Economy Philosophy for Sustainability (SEAMEO SEPS) located on the 11th floor of the Natural Science Building, 928 Sukhumvit Road, Phra Khanong, Khlong Toei, Bangkok 10110, Thailand, hereinafter referred to as 'SEAMEO SEPS' or 'Participant 1' and Walailak University with a street address of 222 Thaiburi, Thasala District Nakhon Si Thammarat 80161 Thailand, hereinafter referred to as 'Walailak University' or 'Participant 2', and collectively as the 'Participants';

The Participants agree to establish a formal framework of cooperation as follows:

PARAGRAPH 1
BACKGROUND

The Participants recognise the importance of cooperation in education as well as the expertise and support they could provide each other towards a shared objective, thus endeavor to work together to achieve a common purpose of strengthening research and development in Southeast Asia through this partnership.

The background of the Participants is as follows:

The SEAMEO Regional Centre for Sufficiency Economy Philosophy for Sustainability (SEAMEO SEPS) was established as one of 26 SEAMEO Regional Centres under the Southeast Asian Ministers of Education Organization (SEAMEO). SEAMEO SEPS was established in 2019 and is hosted by the Ministry of Education of Thailand, with a mandate to promote the philosophy, principles and values of the Sufficiency Economy Philosophy (SEP) as an instrument for achieving the Sustainable Development Goals (SDG) among 11 Southeast Asian Countries.

Walailak University (WU) is a comprehensive and research-intensive university committed to producing quality graduates through myriad areas of disciplines and fields of expertise in science, engineering, agriculture, biotechnology, informatics, management, liberal arts and social science, together with three international colleges. The University strives to enhance education through research-inspired and contemporary pedagogical practices consistent with 21st century skills. With the goal to become a world-class research university, Walailak University features various centers of excellence.

In support of the development of its programmes and projects, Participant 1 wishes to collaborate with Participant 2, particularly the Center of Excellence for Ecoinformatics, School of Science on a research project called 'SEP and SDG in the Classroom: A Pilot Study on the Application of SEP

in Teaching and Learning of Health and Environment Science among Grades 7-10, or ages 12-15 pupils in SEAMEO Member Countries."

According to the initial discussion between the Participants, the project will include following activities:

- a. Preparing research design
- b. Developing online learning modules and platform for teachers
- c. Organising an online training-workshop for teachers
- d. Implementing learning guides in teaching and learning of teachers with supervision
- e. Reconvening participating teachers for feedback and reflection
- f. Data analysis and report writing
- g. Issuance of final report
- h. Engaging at least 100 teachers and 30 school principals for the research project
- i. Implementing an 8-month project

PARAGRAPH 2 TERM

1. This Memorandum of Understanding (hereinafter referred to as 'MoU') will be active starting from December 4, 2023 and will end on August 4, 2024.
2. This MoU can be renewed by the mutual written consent of the Participants.

PARAGRAPH 3 OBJECTIVES

1. This MoU aims to promote and exchange cooperation between the Participants in the implementation of the research project "SEP and SDG in the Classroom: A Pilot Study on the Application of SEP in Teaching and Learning of Health and Environment Science among Grades 7-10, or ages 12-15 pupils in SEAMEO Member Countries."
2. The research project has the following objectives:
 - a. Test the integration of SEP in the teaching and learning of health and environment sciences in approximately 3,300 Grades 7-10 or ages 12-15 pupils and involving 110 teachers in 11 SEAMEO Member Countries.
 - b. Demonstrate an in-depth understanding of SEP and its connection with the SDGs, and how they could be integrated in teaching and learning through online training of 110 teachers.
 - c. Promote knowledge and moral skills for transition to a greener and sufficient economy through use of SEP-rich lesson plans in teaching and learning by 110 participating teachers.
 - d. Encourage group thinking, communication and cooperation among 33 participating school principals and 110 teachers through cooperative online research.

3. Deliverables from the research project are the following:

Deliverable	Target/Requirement
a. Research design	A research design including data analysis procedure and tools
b. Training module for teachers on how to integrate SEP in teaching and learning	A module detailing content and a training plan on: <ul style="list-style-type: none"> □ orienting teachers on the concept of SEP • development of lesson guides and integrating SEP
c. Profile form for schools	Documents that will provide information to the research team to understand better the research participants
d. Profile form for teachers	
e. Profile form of classes	
f. Teachers' lesson guides	At least 4 lesson plans/ session guides per teacher with 1 guide per week for a total minimum contact hour of 15
g. Pre-test for students	A generic assessment tool that contains common elements that could serve as checklist for teachers in developing their lesson specific assessments
h. Post-test for students	
i. Observation sheet for teachers	Documents that must contain the needed questions and instructions to the research participants to ensure effective data gathering.
j. Observation sheet for principal	
k. Reflection form for principal and teachers	
l. Questionnaire for teachers (before and after the research period)	
m. Peer observation (teacher to teacher)	
n. Summary of raw data	
o. Interpretation and analysis of data including recommendations	
p. Project report	

4. The target groups for the research project include the following:

- a. 3,300 Grades 7-10, or ages 12-15 pupils (30 pupils x 10 teachers x 11 SEAMEO Member Countries)
- b. 110 teachers (10 teachers x 11 SEAMEO Member Countries)
- c. 33 school principals (3 principals x 11 countries)
- d. 11 SEAMEO Member Countries

PARAGRAPH 4
FORMS OF COOPERATION

1. The Participants will endeavor to take the necessary steps to cooperate and implement the research project.
2. The Participants have specific responsibilities as follows.
 - 2.1. Responsibilities of Walailak University/Participant 2
 - a. Prepare research design
 - b. Organise a preparatory and orientation workshop for the Participants, the research project team and other experts and partners
 - c. Develop online learning module and platform for training of teachers
 - d. Organise an online training-workshop to orient 110 teachers on SEP and SDG and plan lesson guides that integrate SEP in health and environment sciences
 - e. Orient 33 school principals on the details of the research project
 - f. Supervise teachers' implementation and use of SEP-rich learning plans/guides in teaching and learning of health and environment sciences (actual teaching and learning session is aimed at 15 hours as minimum).
 - g. Reconvene participating teachers for feedback and reflection
 - h. Engage external experts to provide technical input on specialised topics such as SEP
 - i. Data analysis and report writing
 - j. Issuance of final report
 - k. Implement the research project according to planned activities (Appendix 1) and timeline (Appendix 2).
 - 2.2. Responsibilities of SEAMEO SEPS/Participant 1
 - a. Communicate officially the research design and activities to SEAMEO Member Countries through the ministries of education and the SEAMEO SEPS Governing Board
 - b. Lead the preparatory and orientation workshop for the Participants, the research project team and other experts and partners
 - c. Set up and undertake a monitoring and evaluation system for the conduct of the research project.
 - d. Chair technical meetings of the Participants including other experts and partners to plan details of the project activities including needed technical input.
 - e. Review and approve all documents generated as a result of this MoU such as programmes, modules, assessment forms and other related documents.
 - f. Provide the funds for the conduct of the research project and related activities in the amount of THB 500,005 (THB Five hundred thousand and five).
 - g. Transfer project funds in tranches as follows:
 - First installment of THB 250,000 (THB Two hundred fifty thousand) will be transferred within 30 (thirty) days after the signing of this MoU.
 - Second and final installment of THB 250,005 (THB Two hundred fifty thousand and five) will be transferred within 30 days after completion and submission of the final report.

Both Participants agree that funds reallocation among the activities within the project is allowed provided that it does not increase the overall budget specified in Item 2.2f of this section.

PARAGRAPH 5
IMPLEMENTATION

The Participants will hold meetings or working groups in person or virtually to plan and monitor the implementation of this MoU.

PARAGRAPH 6
AMENDMENT

At the request of either of the Participants, this MoU may be revised and amended by mutual written consent at least 30 (thirty) days prior to the time of amendment. Any authorised amendment will be added and considered as part of this MoU.

PARAGRAPH 7
TERMINATION

Either of the Participants must notify the other Participant in writing of its intention to terminate this MoU at least 90 (ninety) days in advance through official channels.

Termination of this MoU will not affect the validity and duration of any arrangements, programmes, activities, or projects made pursuant to this MoU prior to the time of termination.

PARAGRAPH 8
STATUS

This MoU is not intended to create, maintain, or govern legally binding obligations between the Participants or between the Participants and any third party.

This MOU shall come into effect from the last date of signing. Each of the Participants shall retain a copy with both signatures.

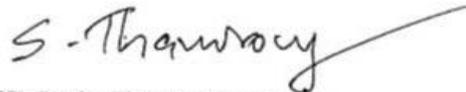
Signed by, for the SEAMEO SEPS



Ms Duriya Amatavivat
Centre Director

Date: 30 November 2023

Signed by, for the Walailak University



Prof Dr Sombat Thamrongthanyawong
President

Appendix 1.
Details of Activities

No	Activity	Schedule	Venue	Target Participants
1	Prepare research design	Aug-Sep 2023	Online collaboration	SEAMEO SEPS+ Walailak Univ+ IAFSW+other experts
2	Convene technical meetings involving experts and partners to plan details of the project activities including needed technical input	Aug-Dec 2023	Online and onsite meetings	SEAMEO SEPS+ Walailak Univ+ IAFSW+other experts
3	Communicate officially the research design and activities to SEAMEO Member Countries	Dec 2023		
4	Organize a preparatory and orientation workshop for the research project team	Jan 2024	Nakhon Si Thammarat	SEAMEO SEPS+ Walailak Univ+ IAFSW+other experts
5	Develop online learning module and platform for training of teachers	Dec 2023-Jan 2024	Online collaboration	SEAMEO SEPS+ Walailak Univ+ IAFSW+other experts
6	Set up and undertake monitoring and evaluation system for the conduct of the research project	Jan 2024	Online collaboration	SEAMEO SEPS+ Walailak Univ
7	Organize an online training workshop to orient 110 teachers on SEP and SDG and plan lesson guides that integrate SEP in health and environment sciences	Feb 2024	Online	110 teachers (10 teachers x 11 countries)
8	Orient 33 school principals on the details of the research project	Feb 2024	Online	33 school principals (3 principals x 11 countries)
9	Supervise teachers' implementation and use of SEP-rich learning plans/guides in teaching and learning	Feb-Apr 2024	Online	3,300 Grades 7-10 or ages 12-15 pupils (30 pupils x 10 teachers x 11 countries)
10	Reconvene participating teachers for feedback and reflection	May 2024	Online	110 teachers (10 teachers x 11 countries)
11	Data analysis and report writing	Jun 2024		
12	Issuance of final report	Jul 2024		

*IAFSW - International Association for the Future Workforce

**Appendix 2.
Project Timeline**

N o.	Activity	Implementation Schedule											
		2023					2024						
		Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul
1	Proposal development and approval												
2	Securing partnerships												
3	Signing of agreement												
4	Prepare research design												
5	Convene technical meetings												
6	Official communications to SEAMEO MCs												
7	Orientation and preparatory workshop												
8	Development of online learning module												
9	Setting up M&E system												
10	Online training-workshop for teachers												
11	School principal orientation												
12	Classroom instruction												
13	Teachers' feedback and reflection												
14	Data analysis and report writing												
15	Preparation of final report												

**Appendix 3.
Project Budget**

Activity	Vcnue	Schedule	Budget (Thai Baht)
1.Orientation and preparatory workshop for the project team	Walailak University	Jan 2024	160,000
2.Online learning module and platform development	Walailak University	Dec 2023-Jan 2024	70,000
3.Training-workshop for 110 teachers	Online	Feb 2024	70,000
4.Orientation session for 33 school principals	Online	Feb 2024	25,000
5.Implementation and use of SEP-rich learning plans/guides in teaching and learning (with supervision)	Online	Feb - Apr 2024	70,000
6.Feedback session for teachers	Online	May 2024	30,000
7.Data analysis and report writing	Walailak University	May-Jun 2024	18,000
8.Final report preparation	Walailak University	Jul 2024	11,550
9.Overhead charge (10%)			45,455
Grand Total			500,005