

# Agreement on Coordination of National or Regional Network of Health Promoting Hospital & Health Services

This Agreement is made between the \_\_\_\_\_ Network of Health Promoting Hospital & Health Services in \_\_\_\_\_ and the International HPH Secretariat, for the coordination of work related to the Network of HPH in \_\_\_\_\_.

## Management of the Network

The \_\_\_\_\_ Network of HPH in \_\_\_\_\_ will be the Coordinating Institution of HPH in \_\_\_\_\_ and will act as the focal point between the individual members in \_\_\_\_\_ and the International HPH Secretariat.

## Mission and obligations of the corporate member

The \_\_\_\_\_ HPH Network in \_\_\_\_\_, which support the mission and purpose of HPH, shall be eligible for corporate membership thus constituting the corporate members of the HPH network. This network shall represent at least 3 hospitals or health services.

The tasks of a National / Regional HPH Network are:

- to put the mission, purpose and objectives of HPH health promotion principles by supporting strategic thinking and planning, implementation of health promotion, development of communication systems and training and education
- to develop a strategy and action plan for implementation
- to designate a Coordinating Institution and assign a Coordinator
- to recruit and approve new member hospitals and health services to the National / Regional HPH Network and notify the International HPH Secretariat

- to collect the membership fee from all their members as defined by the General Assembly and to pay the total amount to the International HPH Secretariat according to the established deadlines
- to periodically deliver a progress report to the Governance Board
- to have the rules and functioning of the National / Regional HPH Network approved by their constituent members

### **Approval**

Membership of the International HPH Network shall be subject to the approval of the Governance Board

### **Voting Right**

National / Regional HPH Networks alone shall have the right to vote in the General Assembly. The coordinator will exercise this right or another person authorised by the National / Regional HPH Network. 1 vote per National / Regional HPH Network.

### **Date and Duration**

- This agreement shall come into force on the date of the last signature. It shall run for a period of 4 years from the date of signature unless terminated before that date.
- A National/Regional HPH Network, not in arrears with its fees, may withdraw its membership from the International HPH Network by written notice to the Governance Board no later than 31 December and twelve months in advance of withdrawal. Any National / Regional HPH Network so withdrawing its membership shall receive formal acknowledgement from Governance Board. The National / Regional HPH Network shall relinquish all rights and responsibilities of membership at the end of the twelve-month period following notice of withdrawal.
- The corporate members will, in case of missing payments, get 2 warnings – 1 per calendar year. The 2<sup>nd</sup> warning is followed by exclusion from voting in the General Assembly. If non-payment continues the member will be excluded from the International HPH Network at termination of agreement.



## Network Contact Information

☐ New Membership

☐ Renewing Membership

Name of coordinating institution/organisation in English:

---

Name of coordinating institution/organisation in local language:

---

Post Address of coordinating institution/organisation

Street: 

---

Zip Code: 

---

 City: 

---

State: 

---

 Country: 

---

Phone: 

---

 Website 

---

Chief Executive Officer of coordinating institution/organisation

Name and Title: 

---

Position: 

---

Phone: 

---

 E-mail: 

---

HPH Network Coordinator

Name and Title: 

---

Position: 

---

Phone: 

---

 E-mail: 

---

## Signatures

The undersigned parties hereby conclude the present agreement

For the International HPH Secretariat:

Name & Title: \_\_\_\_\_

Date & Signature \_\_\_\_\_

For the Coordinating Institution in [country and or region]:

Name & Title: \_\_\_\_\_

Date & Signature \_\_\_\_\_