Instructions for Private Research Centers

Number (6) of year (2016)

In support of decrees (2, 3, 4-first/50, 4) the law of higher education science research number (10) of year (2008) acceptance, we decided to declare instructions for private science research centers in Kurdistan regional government-Iraq.

Decree 1/ private science research centers can be established which acquire personal spiritual, free economy, administrative, academic, legal identity, for performing their objectives, considered general benefit.

Decree 2/ establishment request of private science research centers presented by a professional crew with experience not less than s(7) years and their number should not be less than (7) person of holding master's degree in professional science center, (3) of them should have PhD, (2) should hold master's degree and the last (2) of them should have experience. The requests should submit a report in which applied person of center establishers decide attain material, spiritual and scientific and other need, also perform a local procedure which include in below:

- 1. Center Name.
- 2. A list in name of center manager which include personal and scientific information.
- 3. Center budget
- 4. Scientific departments with providing number of stuff of each department, their scientific performance, proficiency and experience.
- 5. Shape center structure.
- 6. Any other subjects which manage centers work.

Decree3/ Requests direct to investigation institute and quality assurance also research institute and development to the ministry under conditions of quality assurance and confidence for scientific researches.

Decree4/ Clients of center establishers follow doing all requirements and need of requesters in case of not more than (6) six months in time of their inform with ministry decision for giving establishment approval.

Decree 5/ Ministry decide in giving approval to center within (90) ninety days in the start of presenting the demands and ministries decision from this prospect is concluded.

Decree 6/ Minister of higher education and science research gives approval for private science research centers establishment.

Decree 7/ private science research centers committed for presenting all needs to ministry which is related for performing their work specifically:

- 1. Annual plane of center.
- 2. Opening new departments at center.
- 3. Yearly report of center about plans and activities.

Decree 8/ Investigation institute and quality assurance at ministry in corporation with research institute and development attempt for evaluation work of private research centers according to rules, procedures and guidance.

Decree 9/ after informing private scientific research centers within (2) months ministry has right to withdraw centers decision in case of ignoring required condition from the center.

Decree 10/ Ministry have right to check complains and comments recorded for the center in case of ignorance court has all authority to judge.

Decree 11/ Centers have right to publish magazines and academic papers according to conditions and instructions of the ministry.

Decree 12/All the published magazines, papers, researches, investigations, conferences and seminars at the private scientific research centers is accepted for academic purpose.

Decree 13/ private scientific research centers consists of committee members (5 to 9) members in case one third of them must be a PhD Holder or Master and two third of them must be experienced, Duration of membership is (5) years and this committee is considered super authoritative in explaining political science of scientific research center under general politics of scientific research in regional government and the structure of the committee will be as below:

- 1. Three member in Member
- 2. Head of Cenetr
- 3. Sf

Head of center will be elected from board of trusteesand it is not allowed both board of trustees and council center to meet at the same time except head of center which is member at the committee, duties of committee member is as below:

- 1. Re-writing general politics of scientific private research center under the effect of scientific political research of scientific government.
- 2. Auditing and approving delivered Documents and decisions of Council Center.
- 3. Selecting head of center.
- 4. Managing center's financial affairs, Investment and behaving in accordance to goals of scientific research center.
- 5. Confirming on extending Head of center's period or Electing another candidate for his place or retiring him.
- 6. Selecting vice head of the center.

- 7. Requesting for open new scientific departments or combining to departments or canceling department according to quality assurance standards and in ministry.
- 8. Approving yearly budget and final report.
- 9. Taking charity, help and commandment.
- 10. Assigning list of payment schedule and contract rate of all staff with researchers.
- 11. Auditing center's yearly plan which head of center present about scientific research projects.

Decree 14: Private Scientific research centers will have a council headed by head of the center and membership by vice head of the committee, head of department and two experienced researchers, they held their meetings monthly. Head of Committee can request for urgent meetings if needed.

Duties of the council:

- 1. Suggestion of center's general politics.
- 2. Revising for applying programs of research center and presenting documents.
- 3. Opening department or new scientific branch at the center.
- 4. Committee has right to give some of his authority to center's head.

Decree 15: Head of the center must be a PHD holder in one of the center's specialization and experience should not be less than 10 years. And scientific title should not be less than assistant professor and have the responsibilities as below:

- 1. Being In charge of all administrative and financial affairs of the center. Revising activities and other centers work.
- 2. Contracting with researchers for applying scientist work and special research.
- 3. Preparing annual report of the center.
- 4. Head of center has right to give some of his authority to his vice.

Decree 16: Head of private scientific research center will have a vice that must be at list holder of a Master in one of the center's specialization and must not have experience less than 5 years' experience

Duties of Vice Head:

- 1. Responsible of planning, revising and supervising center's staff work.
- 2. Cooperate between different scientific department and revising for applying scientific plan.
- 3. Being responsible of any work that head of center orders.

4. Taking Place of head of center in case of absent or place vacuum.

Decree 17: Head of Scientific Department in scientific research center must be a PHD holder and experience not less than 5 years and academic title not less than Instructor.

Duties of head of Scientific Department:

- 1. All Duties related to scientific administrative and financial department affairs and supervising Staff needs.
- 2. Organizing auditing Researchers suggestions and putting them in front of Council center for negotiation about them.
- 3. Supporting Researching.
- 4. Suggesting Employing Researchers and technicians in scientific departments.

Decree 18: First: Center has a budget Resourced by:

- 1. Financial income from the customized budget for the center.
- 2. Giving Charity, help, commandment, donating for center.
- 3. Private and public scientific Global program
- 4. Rent of training courses, consultancy services and researches done by center.
- 5. Rent of magazines and publications special to center
- 6. Any other incomes

Second: Yearly auditing is done for finance center by Regional Government Financial Supervision Committee.

Decree 19: 1. Ministry of higher education and Scientific Research take registration rate of private scientific research center.

2. Private Scientific research centers conform in giving yearly renewal rate license.

Decree 20: Those scientific research centers which registered according to Rule 1 year 2011 of private organizations, they can suit themselves with the points of these instructions, and after that is considered as academic center.

Decree 21: These instructions are implemented in the date of publishing in "Waqaee (Kurdistan Official Newspaper)" Newspaper.

Reasons of declaring these instructions

For the purpose of activating scientific research centers role in regional government, under the effective role of special investment in this field, publishing of these instructions is necessitated.

Dr.YusifGoran

Minister of higher education and scientific research

A copy to:

- -Minister's Office/for information/with respect
- -Ministry of Justice
- Waqaee Newspaper/called for publishing/with respect
- -Consultants of Minister2/for information/with respect
- -All public universities of Kurdistan regional government/for information/with respect
- -All private universities and institutes of Kurdistan regional government/for information and required action/with respect.
- -Kurdistan council for medical experts/for information /with respect
- -Kurdistan Committee for strategic study and scientific research/for information/with respect
- For all the departments of the ministry/for information/with respect
- -Directory of private studies.
- -For information and required action/with respect.
- -Directory of legal affairs.
- -Outcomes.