

Collaborating Centre 5-Year Plan

1. ADMINISTRATIVE DETAILS

1.1. Name and Contact Details of Collaborating Centre (address, telephone and fax numbers, email address, web site)

[Text]

1.2. Details of Head of Collaborating Centre (name, title, position, institution, telephone and fax numbers, email address)

[Text]

1.3. 5-Year Period Covered by this Plan (first and last years)

[Text]

1.4. Date Issued

[Text]

2. STRATEGIC SUMMARY

2.1. Strategic Goals and Objectives

[Text]

2.2. Focus Area(s) and Specialities

[Text]

2.3. Key Objectives and Impacts Planned for the Next Five Years

[Text]

3. COLLABORATING CENTRE PROFILE

(Including general background, organisation, key individuals, expertise, key databases and/or information repositories and highlights of previous achievements)

4. NETWORKS AND AFFILIATIONS

(Including collaboration agreements, network memberships, strategic relationships and related information)

5. WORK PLAN

- 5.1. **Planned Activities** (List planned activities under the categories below. Add rows as needed. For each activity, show the planned timeframe during which the activities will occur. These categories are taken from the OIE Collaborating Centres Terms of Reference: <http://www.oie.int/en/scientific-expertise/collaborating-centres/terms-of-reference/>)

Activity	Expected Benefits of these Activities	Timeframe (months)
To provide services to the OIE, in particular within the region, in the designated specialty, in support of the implementation of OIE policies and, where required, seek for collaboration with OIE Reference Laboratories		
To propose or develop methods and procedures that facilitate harmonisation of international standards and guidelines applicable to the designated specialty		
To carry out and/or coordinate scientific and technical studies in collaboration with other centres, laboratories or organisations		
To collect, process, analyse, publish and disseminate data and information relevant to the designated specialty		
To provide, within the designated specialty, scientific and technical training to personnel from OIE Member Countries		
To organise and participate in scientific meetings and other activities on behalf of the OIE		
To identify and maintain existing expertise, in particular within its region		

Activity	Expected Benefits of these Activities	Timeframe (months)
To establish and maintain a network with other OIE Collaborating Centres designated for the same specialty, and should the need arise, with Collaborating Centres in other disciplines		
To place expert consultants at the disposal of the OIE		

5.2. Measurement of Benefits (describe how the Centre will determine that the activities in the work plan have achieved their planned benefits)

[Text]

5.2. Communication Activities (describe how the centre's activities will be communicated outside the centre)

[Text]

6. AUTHORISATION

(Sign off by Head of the Collaborating Centre and host institute. For Collaborating Centres that involve multiple organisations, the Chair of the Governance Committee should also sign off)

Work Plan approved by:

Head of Collaborating Centre	Head of Institute
[Name]	[Name]
[Title]	[Title]
[Date]	[Date]
[Signature]	[Signature]