

Memorandum of understanding between the British Dietetic Association and the British Inherited Metabolic Diseases Group

Introduction

1. This Memorandum of Understanding is between the BDA and British Inherited Metabolic Diseases Group (BIMDG). The Memorandum sets out an agreed framework for co-operation between the parties. It is not legally binding nor is it intended to cover every detailed aspect of their relationship. Rather, it is a statement of principles, which will guide relations between the parties and provide a set of workable ground rules.
2. The Memorandum cannot over-ride the statutory duties and powers of the individual parties.

Organisation Aims and Values

The British Dietetic Association

3. The BDA is the Professional Association for dietitians. Its aims are to:
 - advance the science and practice of dietetics and associated subjects;
 - promote training and education in the science and practice of dietetics and associated subjects;
 - regulate the relations between dietitians and their employer through the BDA Trade Union

The British Inherited Metabolic Diseases Group

4. BIMDG is a registered charity with the below objectives:
 - To relieve, for the benefit of the public, persons suffering from inherited metabolic disease by advancing the education of professionals involved in their diagnosis, care and treatment; and
 - To promote, for the benefit of the public, research into the treatment of inherited metabolic disease.

Working Relationship

5. This Memorandum of Understanding will:
 - Build upon the good working relationship that already exists between the BDA and BIMDG by setting out the principles to which both parties will adhere
 - Enhance co-operation and co-ordination between the BDA and the BIMDG
 - Serve to inform the respective members and stakeholders of the BDA and the BIMDG of our relationship and how we will collaborate
 - Serve to indicate the BDA's commitment to supporting specialist dietitians working in the field of Metabolic Disease.
6. As a result of the memorandum the BDA and the British Inherited Metabolic Diseases Group will:
 - Work together to raise awareness of inherited metabolic diseases amongst the BDA membership

- Clearly promote the partnership on their websites and through other appropriate channels
- Collaborate on projects and campaigns deemed to be of mutual benefit
- Work together to improve effectiveness of IMD prescriptions of prescribable products
- Provide mutual support for initiatives through communication channels including organizational websites, journals and social media
- Endeavour to share all information, professional advice and resources that are relevant.

Working Arrangements

7. The day to day relationship between the BIMDG will be between BDA Public Affairs Manager and the Chair of the BIMDG Dietitians Group. The rest of the BDA head office team shall be kept updated on a regular basis, and further support provided as necessary.
8. When appropriate, there shall be twice yearly contact meetings or calls between the BDA Public Affairs Manager and the BIMDG to provide updates and facilitate future planning. BDA Head Office staff shall support these meetings or calls.
9. Through the course of the co-operation, The BDA and the BIMDG may, from time to time, be sharing commercially confidential information with each other to the extent that this is necessary for the preparation of specified joint projects. All transactions of information must adhere to each organisation's data protection and information governance policies and be considered by each party's executive. All information must be kept confidential and not be shared with any other third party. The parties agree to inform each other on relevant / related work to the co-operation.
10. Any proposed use of the BIMDG or BDA logo or references to the project in press releases or publications etc. by the other must be considered by the other's executive. Either party will receive a written response to their enquiry and will be required, if permission is granted, to adhere to the other's corporate identity guidelines.
11. Neither party will be granted any rights over the content of the other's resources or materials.
12. The BDA and the BIMDG may make such arrangements to financially support one another at events or with specific projects through separate agreements as appropriate. Any such agreements will be developed between the BDA's Partnerships Manager and BIMDG Treasurer

General Matters

13. Both parties are committed, whenever possible, to solving any disagreements under this Memorandum through normal administrative channels.
14. This Memorandum is effective **from September 2020 until September 2022**, where it will be required to be renewed. Amendments to this Memorandum may be made at any time in the interim by agreement between both parties. In addition, this agreement will be reviewed on yearly basis and updated, as necessary, in light of experience of its operation in practice.
15. An up-to-date version of this Memorandum will be published on the BDA and the BIMDG websites.

Signed by:

Andy Burman
Chief Executive, BDA

Anne Daly, Chair, Dietitians Group of BIMDG
Elaine Murphy, Chair BIMDG

