

## ANNEX 4b

Activities related to the Call for Proposals for submitting applications based on the Programme of initiatives "TORNO SUBITO 2017" aimed at university students or graduates, approved by Laziodisu with Executive Decree **DD1234-19/04/2017** and subsequent amendments and additions, granted by the Regione Lazio to Laziodisu with Regional Executive Decree **DDR-G02664-21/03/2016** when implementing the Operational Programme of the Regione Lazio European Social Fund - Programming 2014-2020, Axis III- Education and Training, Investment Priority 10.ii - Specific Objective 10.5.

### **AGREEMENT FOR ACTIVATING PHASE 1 "TORNO SUBITO WORK EXPERIENCE", "TORNO SUBITO CINEMA – work experience sector" OR "TORNO SUBITO GUSTO – work experience sector" ABROAD**

#### **AMONG**

(1) THE INSTITUTE FOR THE RIGHT TO UNIVERSITY STUDIES IN LAZIO - Laziodisu with registered offices in Rome, Via De Lollis 24 b, postal code 00185, tax code/VAT No 08123891007(*hereinafter Laziodisu*)

#### **AND**

(2) THE HOST PARTNER/.....(indicate the company name) with registered offices in ..... Via/Piazza (street name) .....Postal Code ....., Tax code/Vat No ....., legally represented by ..... born in..... on \_\_\_/\_\_\_/\_\_\_ as ..... (*hereinafter host*);

**AND**

(3) THE RECIPIENT/name and surname.....born  
in ..... on \_\_\_/\_\_\_/\_\_\_, resident in Via/Piazza (street name)  
..... Postal Code ....., Tax code/Vat No  
.....

**GIVEN THAT:**

- in implementing the Operational Programme of the Regione Lazio European Social Fund - Programming 2014-2020, Axis III - Education and Training, Priority Investment 10.ii - Specific Objective 10.5, a multiple-year initiative known as "Torno Subito" is envisaged;
- Laziodisu as Beneficiary of the initiative "Torno Subito" has funded the execution of the projects eligible for grants, submitted in accordance with the Public Call for Proposals, approved by Laziodisu with Executive Decision No **DD1234-19/04/2017** and subsequent amendments and additions, as indicated in the ranking list of projects awarded grants approved by Executive Decree Laziodisu No **DD2454-04/08/2017**;
- The projects awarded grants include two phases of execution: the first outside the Lazio region at host locations to carry out the training or work experience activity whose duration depends on the reference Project Line under the Public Call for Proposals and the approved project, and the second within the Lazio region at host locations (public or private);

## THE FOLLOWING IS AGREED UPON:

### Art. 1 Subject:

The introduction is an integral and substantive part of this agreement.

1. The host undertakes to accept at its location Mr./Ms \_\_\_\_\_ (*hereinafter recipient*), winner of the Public Call for Proposals "Torno Subito 2017", identified with project **code ID \_\_\_\_\_** in compliance with the project approved with Executive Decision No **DD2454-04/08/2017** and attached to this agreement as an integral and substantive part herein and with the agreement to award the grant,

**protocol No..... of .....** signed by Laziodisu and the host.

2. The objectives, skills to be acquired, duration and method of execution of the experience are indicated in the project awarded funding.

### Art. 2 Duration

This agreement will last from \_\_\_/\_\_\_/\_\_\_ to \_\_\_/\_\_\_/\_\_\_ in compliance with the project granted funding.

### Art. 3 Obligations of Laziodisu

1. Laziodisu, in compliance with the provisions of the Public Call for Proposals "Torno Subito 2017" and the agreement entered into by Laziodisu and the proposer, undertakes to respect the commitments for advance payments and periodic

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reimbursements of the remuneration, as indicated in the grant award agreement entered into by the host, and in accordance with the operational indications published on the web site [www.tornosubito.laziodisu.it](http://www.tornosubito.laziodisu.it) section STARTING GUIDE 2017.

#### **Art. 4**

### **Obligations of the host**

1. The host undertakes to:

- a) respect and ensure that the training project agreed with the recipient is respected and in line with the project awarded funding;
- b) guarantee precautions for the recipient with regard to safety and accidents in accordance with the regulations in force concerning safety, exonerating Laziodisu from any obligations;
- c) identify a tutor to oversee the activities carried out by the recipient to check the progress of the activities and draft a final report;
- d) notify Laziodisu of any early termination of the training experience;
- e) ensure that the recipient is treated on a par with the employees in the work place where the training/work experience activity is carried out with regard to the services offered by the host to its employees;
- f) ensure that the monthly register endorsed by Laziodisu is completed correctly in full compliance with the approved training programme (Annex 6 to the Public Call for Proposals);
- g) contribute to the transfer process of knowledge and skills aimed at improving the educational background of the recipient implementing the project;
- h) issue a final statement that the activity has been carried out and completed correctly as certified by the register of attendance (Annex 6 to the Public Call for Proposals);

i) ensure that the regulation on insurance, required in the State where the activity is being carried out, is respected.

3. The host is aware and acknowledges that:

a) the work experience does not constitute a working relationship of any kind or form;

b) the work experience cannot be used for activities which do not comply with the project approved by Laziodisu for the recipient;

c) the recipient cannot be used to substitute the host's staff during periods of sickness, maternity leave or holidays nor for covering roles required by the organisation.

### **Art. 5 Obligations and rights of the recipient**

1. When the work experience is being carried out, the recipient must observe the rules for confidentiality and discipline in accordance with the host's regulations;
2. The recipient must maintain the status of being unemployed or having never been employed for as long as the project is being carried out.
3. Any periods of compulsory absence for maternity, sickness or any impediment, even if documented, which prevented the work experience from being carried out, will not be included in the calculation of the duration of the work experience activity.
4. Training activities within the sphere of work experience must be carried out with diligence and professionalism by agreeing the number of hours per month with the host. In order to receive the monthly remuneration included in the Public Call for Proposals, the hours must not be less than eighty (80) hours per month and attendance no less than 15 days per month.

Go to the hosting partner site located in.....

.....

in the following days and hours:

Monday .....

Tuesday .....

Wednesday .....

Thursday .....

Friday .....

Saturday .....

Sunday .....

5. Start and finish times must be recorded daily on the attendance sheet which will be made available by Laziodisu.

6. The recipient can interrupt the work experience by giving written communication to Laziodisu and the tutor for the educational and organisational activity of the host partner. The waiver entails the repayment of the entire amount paid in advance, except in the case of force majeure, appropriately documented, which, however, entails the recognition of costs from the time they were interrupted.

### **Art. 6 Reimbursement of expenses**

1. The host is not required to pay any compensation or remuneration to the recipient. The monthly remuneration and any form of reimbursement of expenses for subsistence will be borne by Laziodisu in compliance with the approved project.

## Art. 7 Educational/company tutor

1. The host nominates Mr./Ms ..... as tutor in charge of the educational and organisational activities. The tutor is required to carry out the tasks of support and guidance in executing the project approved for the recipient and to countersign the monthly attendance register endorsed by Laziodisu.
2. "The host is required to implement job security insurance cover of the tutor in charge of the educational and organisational activities".

## Art. 8 Personal data processing

1. Laziodisu and the host both declare that they are aware of and expressly consent to the processing of the personal data of those signing this agreement as a result of and during the execution of the agreement, to be used exclusively for the purposes of the agreement itself. The data controllers are respectively:  
Mr./Ms \_\_\_\_\_ for Laziodisu and Mr./Ms \_\_\_\_\_ for the host.

Place and date, \_\_\_\_\_, \_\_\_\_/\_\_\_\_/\_\_\_\_\_

*Read, signed and accepted,*

(1) Stamp and signature for Laziodisu \_\_\_\_\_

(2) Stamp and signature of the Partner/Host \_\_\_\_\_

(3) Signature of the recipient \_\_\_\_\_

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