

CONTRACT FOR SUPPORTING INTERNSHIP OF REFUGEE RESEARCHER

Today,, between:

1. **NIS of Sofia University "St. Kliment Ohridski", Sofia University**, Blvd. "Dragan Tsankov" № 8, VAT ID BG 000670680, represented by the Director - Bojil Dobrev and Chief Accountant Kamelia Petrunova, referred to for short as **the COORDINATOR**, in connection with the EURAXESS Internship Program for Refugee Researchers and Displaced Persons in Europe under the ERA Talent project funded by the European Commission and providing funding to the refugee researchers within the project budget.
2., with registered office and management address:, TAX number -, represented by, referred to as for short **ORGANISATION** (has applied for the program and has advertised a job offer in EURAXESS portal to host a refugee researcher).
and
3. "....., with address:, bank account: IBAN, BIC; referred to as **RESEARCHER** for short (with application evaluated and ranked for funding).

the present contract for the implementation of the EURAXESS Internship Program for Refugee and Displaced Researchers in Europe is hereby signed, under the following conditions:

I. GENERAL PROVISIONS

Art. 1. The Parties agree to carry out, in the common interest, under the EURAXESS Internship Program for Refugee and Displaced Researchers in Europe, the following activity: recruitment of refugee researchers through the EURAXESS Job Portal and support for their better integration into the local labour market according to the EURAXESS Internship Programme, which is an integral part of this contract.

Art. 2. Each Party shall carry out the activities referred to in Article 1 on its own behalf and at its own expense, subject to the terms and conditions of this Contract.

Art. 3. For the settlement of relations arising in connection with the activity carried out, the parties to the contract may enter into additional agreements, which shall form an integral part of this contract.

II. REMUNERATION AND METHOD OF PAYMENT

Art.4. The total value of the works contracted to be carried out shall be or the exchange rate equivalent at Or BGN, /..... BGN, and shall be payable as follows:

The COORDINATOR shall pay for the work performed BY paying the value of one average monthly salary for the country in which the ORGANIZATION is based, for the preceding month TO THE ORGANIZATION, for each month of the contract duration.

The ORGANIZATION will pay the RESEARCHER for the work performed not less than the average monthly salary for the country for the previous month.

Art.5. The final amount is formed in accordance with the EURAXESS Internship program, which forms an integral part of this contract.

Art.6. The expenses for the monthly work of the **RESEARCHER** and for the time spent on the internship shall be reimbursed in the manner provided for in the terms of the programme. Payments shall be based on the average monthly salary in the country in which the ORGANISATION is located for the month prior to the start of the internship.

Art. 7. The COORDINATOR shall pay the **ORGANIZATION** for the time worked by the **RESEARCHER** for each month by bank transfer upon fulfillment of the following conditions:

1. Reporting of the work performed is done with:
 - a.;
 - b.;
2. **The ORGANIZATION** or its assigned mentor shall verify the work performed on-site, then execute and sign the above documents/reports and forward them to the **COORDINATOR** for review and signature within five days of receipt.
3. A representative of **the COORDINATOR** verifies the submitted documents and financial and accounting records, and then signs the final report.
4. After the signing of the final acceptance and handover protocol under item 1, **the ORGANIZATION** shall issue an invoice for the completed tasks, with **the COORDINATOR** as the recipient.
5. The payment of the costs incurred and accounted for by the above-mentioned point 1, item a. and b., shall be within 5 (three) working days from the date of receipt of the invoice issued by **the ORGANIZATION**.

III. TERM OF THE CONTRACT

Art.8. The period of performance of this contract is-....., and according to the deadline of the EURAXESS Internship programme for refugee and displaced researchers in Europe within the ERA Talent project funded by the European Commission and providing funding to refugee researchers within the project budget, starting from the date of signing the contract but no later than

Art.9. The term regulated in Article 8 may be adjusted by the parties after the conclusion of a supplementary contractual agreement between them, in case of a change in the subject matter of this contract, force majeure or other cases.

IV. RIGHTS AND OBLIGATIONS OF THE COORDINATOR

Art.10. The COORDINATOR has the right:

1. To verify the documents and payment documents submitted by **ORGANIZATION** and **the RESEARCHER**;
2. To refuse to pay the **ORGANIZATION** for the work performed that does not conform to what is stated in the offer, does not meet the requirements of the current legislation, does not meet the quality requirements or the technical specification.

Art.11. The COORDINATOR undertakes:

1. To verify the legality of the submitted documents and payment documents.
2. To pay for the work performed by **the RESEARCHER** in a timely manner and at a price in accordance with the terms of this contract and the request of **the ORGANIZATION**,
3. To collect the necessary information and documents to verify the eligibility of applicants,

4. To organise meetings of the Evaluation and Decision-Making Committee and to make ranking and funding decisions after each application deadline, until the project's financial resources are completed,
5. To communicate with **the RESEARCHER** and **the ORGANIZATION**,
6. To provide adjustment assistance to **the RESEARCHER** and **the ORGANIZATION**,
7. To provide training for **the ORGANIZATION**'s mentors,
8. To reimburse the **ORGANIZATION** by paying expenses incurred in a timely manner,
9. To monitor the internship process and collect feedback and evaluate program outcomes,
10. To evaluate the application of **RESEARCHER** through the assistance of the Evaluation and Decision-Making Committee, following the evaluation criteria,
11. To maintain the confidentiality of personal information shared under the contract,
12. To conduct an initial test of the **RESEARCHER'S** knowledge, skills and expectations level in accordance with the host organization's requirements.

V. RIGHTS AND OBLIGATIONS OF THE ORGANISATION

Art.12. The ORGANIZATION has the right:

1. To check the application form and the PhD study/PhD diploma submitted by **the RESEARCHER**,
2. To hire **the RESEARCHER who has** applied and qualified for its job offer,
3. To terminate its participation at any time by informing **the COORDINATOR** according to the terms of the contract/program (before the internship has started),
4. To inform **the COORDINATOR** about the progress of the **RESEARCHER's** internship at the mid-point of its duration,
5. To inform **the COORDINATOR** about the completion of the internship at the end of the contract.

Art.13. The ORGANIZATION undertakes:

1. To hire the **RESEARCHER** on a contract separate than this one,
2. To pay the **RESEARCHER** not less than the national average monthly salary for the month prior to the start of the internship,
3. To inform **the COORDINATOR** and to attempt to resolve any issues, challenges, or conflicts that may arise during the evaluation and/or internship process,
4. To maintain the confidentiality of the personal information shared under the contract.

Art. 14. Feedback information is provided by the **ORGANISATION** by filling in an online form. The information provided for feedback will only be used for the purpose of the Program Evaluation by the Program **COORDINATOR** and no personal data will be shared, disclosed or processed in the process of the Program Evaluation by the Program **COORDINATOR**.

Art.15. The ORGANIZATION strictly monitors compliance with the above requirements and is obliged, within 7 days of discovering non-compliance, immediately take measures to notify the contractor in writing to remedy the non-compliance within the time limit.

VI. RIGHTS AND OBLIGATIONS OF THE RESEARCHER

Art.16. The **RESEARCHER** has the right to receive the value of the work done in the amount, manner and terms specified in this contract, provided that he has fulfilled all the conditions in it in good faith.

Art.17. The **RESEARCHER** has to:

1. To fulfil the tasks assigned by **the ORGANIZATION** subject to this contract according to the terms of the EURAXESS Internship Program for Refugee Researchers and Displaced Persons in Europe,

2. Enter into a contract with **the COORDINATOR** and **the ORGANIZATION**,

3. Take up a position within the **ORGANIZATION** that was offered and sign a hiring contract with the **ORGANIZATION** for this position,

4. Comply with the instructions of **the COORDINATOR** and the **ORGANIZATION**, unless they are in violation of applicable law,

6. Comply with all norms and requirements of safety and occupational health, to pass the provided training and instruction of the staff.

Art. 18. Candidate researchers complete an application form online, which the evaluators assess online under the form itself.

Art. 19 Feedback information shall be provided by the **RESEARCHER** by filling in an online form. The information provided for feedback will only be used for the purpose of the Programme Evaluation by the Programme **COORDINATOR** and no personal data will be shared, disclosed or processed in the process of the Programme Evaluation by the Programme **COORDINATOR**.

VII. DISPUTE RESOLUTION

Art.20. The parties undertake initially to settle their disputes by negotiation.

Art.21. Disputes shall be settled by the parties within 3 /three/ working days of their occurrence. In the event of failure to reach an agreement, the dispute shall be referred for resolution in accordance with the **BULGARIAN LAW**.

VIII. FORCE MAJEURE CONDITIONS

Art.22. The parties to this contract shall not owe each other compensation for failure to perform their obligations which are the direct and proximate consequence of force majeure.

IX. ADDITIONAL CONDITIONS. TERMINATION

Art.23. In the event of a change in the terms and conditions of this Contract due to changes in legal provisions and regulations, the Parties shall conclude a supplementary agreement.

Art.24. All matters not settled by this contract shall be settled in accordance with the applicable legislation and respecting the principles of mutual benefit.

Art.25. This Contract shall terminate:

- a. by mutual consent;
- b. on expiry of the term;
- c. with the performance of the contract;
- d. in the event of objective impossibility for the performance of the contract;

This Contract is drawn up in 4 /four/ identical copies - 2 copies for **the COORDINATOR** and one copy for the other two parties.

An integral part of this contract are (remove if no additional documents are attached):

- 1.
- 2.

**FOR THE COORDINATOR,
DIRECTOR**

.....
/ **BOJIL DOBREV** /

CHIEF ACCOUNTANT

.....
/temporarily acting **KAMELIA
PETRUNOVA**/

**FOR THE ORGANIZATION ,
..... (position)**

.....
/...../

**FOR THE RESEARCHER,
(name).....**

.....
/...../