## AGREEMENT

**on internship provision**

On …………………… **Uniwersytet Warszawski (the University of Warsaw)**, with its registered office in Warszawa, ul. Krakowskie Przedmieście 26/28, 00-927, Warszawa, hereinafter referred to as **the University**, represented by ……………………………………….., Rector’s Representative for Internships at the Faculty of Political Science and International Studies, University of Warsaw, acting under power of attorney no. …………………………

and

**……………………………**, with its registered office in ………………………….., hereinafter referred to as **the Internship Provider,** represented by …………………………………………………………… - ………………………………………………….., entered into an agreement on the provision of an internship for Mr/Ms ………………………………………………………………………………. for the period from ……………………………. to …………………………………... The Agreement is as follows:

# Section 1

**The University** shall:

## refer the student with personal injury insurance for an internship;

* 1. supervise the course of the internship in terms of organisation.

## Section 2

1. **The Internship Provider** shall:

1. appoint an internship supervisor, who shall specify the scope of the Intern’s responsibilities (Appendix No. 1);
2. make the student familiar with workplace regulations, and OHS rules.

2. **The Internship Provider** shall ensure that the internship allows the student to complete their degree programme.

## Section 3

**The Internship Provider** may revoke their consent to provide the internship while the student participates in it without justification. **The Internship Provider** shall inform the University of the decision in question immediately.

**Section 4**

**The Internship Provider** shall not be obliged to pay remuneration for the student’s internship activities, and shall not bear the costs of their medical treatment.

**Section 5**

The internship shall not take place in conditions that have a harmful effect on one’s health within the meaning of labour law provisions.

**Section 6**

The Intern shall participate in the internship in accordance with the programme, and shall:

1. comply with **the Internship Provider’s** work organisation and discipline principles;
2. observe the OHS and fire protection regulations applicable at **the Internship Provider**;
3. observe **the Internship Provider’s** rules governing the protection of classified information;
4. make themselves familiar with, and observe, the rules governing the protection of secrecy at **the Internship Provider**;
5. protect data confidentiality within the scope set forth by **the Internship Provider**;
6. comply with the provisions of the Act of 29 August 1997 on the protection of personal data (uniform text: Polish Journal of Laws of 2002, No. 101, item 926, as amended),   
   secondary legislation to the Act, and especially the Regulation of the Minister of the Interior and Administration   
    of 29 April 2004 on personal data processing documentation and technical and organisational conditions which should be fulfilled by devices and computer systems used for personal data processing (Polish Journal of Laws of 2004, No. 100,   
   item 1024);
7. maintain the secrecy of information related to the conferral   
    and processing of the filing system, the controller whereof is **the Internship Provider**, for an indefinite time;
8. comply with internship rules that have been set forth by **the University**.

### Section 7

Any and all disputes that may arise herefrom shall be resolved by the Vice-Rector for Students on the part of the University, and by ……………………….……………………………... on the part of the **Internship Provider**.

### Section 8

Any and all amendments hereto shall be introduced in writing in the form of an annexe or else be null and void.

### Section 9

This Agreement has been made in three identical counterparts, one for each Party.

Appendices:

1. Framework internship programme

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|  |  | I hereby give consent for my personal data included in the curriculum vitae to be processed for recruitment purposes in accordance with the Act on Personal Data Protection of 10 May 2018 (Polish Journal of Laws of 2018, item 1000), and in accordance with Regulation (EU) 2016/679 of the European Parliament and of the Council of 27 April 2016 on the protection of natural persons with regard to the processing of personal data and on the free movement of such data, and repealing Directive 95/46/EC (GDPR). |
|  |
| ……………………. | ……………………. | ……………………. |
| The Internship Provider | The University | The Intern |

#### Appendix No. 1

#### Framework internship programme for Mr/Ms ……………………………..

at ……………………………..

for the period from …………………………….. to …………………………….. 20…….

* Becoming familiar with the organisational structure and duties ……………………………..
* Learning the work rules, principles, and methods ……………………………..
* Helping in day-to-day activities ……………………………..
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| The Internship Provider | The University | The Intern |