

This Contract lays out the Arrangement of Work Placements for the students of Bydgoszcz University of Science and Technology
and was concluded on this day of _____

between Bydgoszcz University of Science and Technology

(name and address of Bydgoszcz University of Science and Technology unit)
referred to as University hereinafter, represented by

(first name and surname, position)
and

(name and address of a company)
referred to as the Company hereinafter, represented by its Head (Manager) or a person
authorised by the Head (Manager)

(first name and surname, position in the Company)
for the period from _____ to _____.

This Contract states as follows

1 The University will allocate _____ (number) students to complete a work
placement with _____
(name and address of a company)

Ref. no	Type of work placement	Number of students	Length of work placement (beginning and ending date)	Student's first name and surname (course of studies and semester)

2 The Company agrees to:

- a arrange and carry out a work placement in accordance with the work placement programme,
- b appoint a Company work placement mentor,
- c supervise the work carried out by the students in accordance with the work placement programme,
- d provide suitable workstations, rooms, workshops, equipment, tools and materials in accordance with the work placement programme,
- e acquaint the students with Company's work rules, health and safety regulations, fire regulations and the regulations on classified information,
- f provide the students, for the period of their work placement, with work uniforms, protective clothing, protective equipment and cleaning supplies under the health and safety regulations,
- g make it possible for the University course supervisors to supervise and monitor the work placement with regard to its educational aspect,
- h confirm whether or not a student has completed his or her work placement,
- i carry out an investigation in order to establish the circumstances and causes of any accidents involving the students on the site of the Company as well as prepare post accident reports.

3 The Company may ask the University to recall a student from his or her work placement in the case where the student grossly violates work discipline. If the violation of discipline has posed a threat to somebody's life or health, the Company has the right to withdraw the student from his or her work placement.

4. The University agrees to:

- a prepare a work placement programme and acquaint the students with it,
- b supervise the work placement with regard to its educational aspect, and have the course supervisors monitor and evaluate the work placements,
- c appoint a work placement mentor representing the University as a supervisor to the students on their work placements who would make sure that the work placement meets the objectives and follows the work placement programme. The mentor would also be entitled to, together with the Company management, settle any issues concerning the work placements.

5. It is the responsibility of the student to insure themselves against any accidents on the site during his or her work placement.

6. The University, the administrator of personal data, entrusts the Company, the data processor, personal data to be processed under Art. 28 of General Data Protection Regulations of 27 April 2016, referred to hereinafter as GDPR.

7. The personal data entrusted by the administrator of data shall be processed by the Company solely for the purpose of the enforcement of this Contract.

8. The Company agrees not to disclose any information, data, materials, documents or personal data provided by the administrator of data in oral, written or electronic form (confidential data).

9. The Company declares that they apply security measures which comply with GDPR.

10. Any disputes concerning compensation for any damages that may arise from this Contract shall be settled by the Rector as a representative of the University and a person authorised to do so mentioned herewithin as a representative of the Company.

11. In the case that a dispute is not settled by the Rector and a Company representative, the case shall be settled by a competent common court.

12. This Contract has been drawn up in two identical copies, one for each party.

(signature of a dean or a person
authorised by the University)

(signature of a person authorised
by the Company)