

**Agreement
on the Implementation and Settlement of a Scientific Internship**

concluded in Lublin on between:

Institute of Agrophysics, Polish Academy of Sciences, 20-290 Lublin (Poland), ul. Doświadczalna 4, NIP: 946-18-24-287, represented by: prof. dr hab. Cezary Sławiński, corresponding Member of PAS – Director of the Institute, **Employee**
and

....., residing at ul. /, PESEL No.:,
employed as,
hereinafter referred to as the “Employee”,

jointly referred to as the “Parties”,

who, pursuant to Section 26²(2) of the Remuneration Regulations for Employees of the Institute of Agrophysics, Polish Academy of Sciences, hereby define their mutual rights and obligations in connection with the implementation and settlement of a scientific internship:

§ 1

1. With the Employer’s consent, the Employee shall undertake a scientific internship at from to, under the academic supervision of, e-mail:, for the purpose of (hereinafter referred to as the “Internship”).
2. The detailed scope and programme of the scientific internship are specified in the Employee’s Application dated, approved by the Employer and constituting Appendix No. 1 to this Agreement.

§ 2

1. The Employer undertakes to pay the Employee a one-time lump-sum financial benefit in the amount of PLN (..... zlotys), financed from the subsidy funds, intended to cover the following Internship costs, namely:
 - a) in the amount of
 - b) in the amount of
 - c) in the amount of
 - d)
2. The payment of the benefit referred to in Section 1 above shall be transferred to the Employee’s bank account No. by20..., whereby the date of payment shall be deemed to be the date on which the Employer’s bank account is debited.
3. The Employer shall cover the cost of the Employee’s insurance for the duration of travel and stay at the host scientific institution.

§ 3

The Employee undertakes to:

1. complete the Internship in accordance with the scope and programme of the Internship approved by the Employer;
2. use the financial resources referred to in Section 2 (1) of this Agreement solely for the purposes for which they were granted by the Employer;
3. possess, during travel and throughout the Internship, a document entitling the Employee to receive

- healthcare services in the transit country and in the country where the Internship is carried out;
4. cover, at their own expense, all Internship costs other than those specified in Section 2 (1) and (3);
 5. prepare and submit to the Institute's Secretariat, within 14 calendar days of returning from the Internship, a report on the Internship describing:

- a) the course of scientific activities carried out during the Internship;
 - b) the results achieved, together with an indication of the planned manner of their use in the research and scientific activities of the scientific unit in which the Employee is employed;
 - c) the manner in which the results of the research conducted during the Internship will be disseminated;
 - d) plans concerning further cooperation with the host scientific institution;
- to which report the following documents shall be attached:

- i. a document confirming participation in the Internship issued by the host scientific institution;
- ii. a statement of documented expenses covered by the financial benefit granted by the Employer pursuant to § 2 of this Agreement (*e.g. tickets, invoices/receipts for accommodation, and other relevant documents, if applicable*).

§ 4

1. The Employee shall be obliged to immediately reimburse the financial benefits referred to in Section 2 of this Agreement if:
 - 1) the Employee fails to commence the Internship within the period specified in the application;
 - 2) the Employee fails to complete the Internship programme or performs it improperly;
 - 3) the Employee loses the status of an employee of the Institute before the commencement of the Internship or during its duration;
 - 4) the Employee fails to submit, upon return, the complete and correct documentation referred to in Section 3 item 5 of this Agreement;
 - 5) the Employee otherwise grossly violates generally applicable provisions of law, internal regulations binding upon the Employer, or the provisions of this Agreement.
2. The Employee shall have no claims whatsoever against the Employer for an increase in the amount of funding for the Internship beyond the amount specified in Section 2 of this Agreement.

§ 5

This Agreement is concluded for a fixed term, namely from the date of its execution until the date on which the Employee submits the complete and correct documentation referred to in Section 3 item 5 of this Agreement or reimburses the financial benefits paid, in the event of circumstances referred to in Section 4 of this Agreement.

§ 6

1. Any amendments to this Agreement shall require written form under pain of nullity.
2. Matters not regulated herein shall be governed by generally applicable provisions of law and the internal regulations binding upon the Employer.
3. This Agreement has been drawn up in two identical counterparts, one for the Employee and one for the Employer.

Appendix to the Agreement:

The Employee's Application dated, approved by the Employer.

EMPLOYEE

EMPLOYER