

LEONARDO DA VINCI Mobility Project for Professionals in Vocational Education and Training (VETPRO)

RE. : Project identifying number **LLP-LdV-VETPRO-10-IT-035** - Project title **"EUROSKILLS2: Integrazione e aggiornamento delle abilità e competenze professionali per la cooperazione transnazionale"**

The under mentioned organizations, partners in the Project in RE., commit themselves to respect the following Quality Commitment:

LEONARDO DA VINCI VETPRO MOBILITY QUALITY COMMITMENT

THE SENDING ORGANISATION UNDERTAKES TO:

Define	<i>training programme objectives</i> in terms of the skills and competencies to be developed.
Choose	the appropriate target country, host organisation, project duration and training programme content to achieve these objectives.
Select	participants on the basis of clearly defined and transparent criteria.
Prepare	participants in collaboration with partner organisations for the practical, professional and cultural life of the host country .
Establish	a contract including a training agreement whose contents are transparent for all parties involved.
Manage	transport, accommodation, visa arrangements and social security cover and insurance.
Evaluate	with each participant the personal and professional development achieved through participation in the Leonardo programme.

THE INTERMEDIARY ORGANISATION (WHERE APPROPRIATE) UNDERTAKES TO:

Select	suitable host organisations and ensure that they are able to achieve the training programme objectives.
Provide	contact details of all parties involved and ensure that final arrangements are in place prior to participants' departure from their home country.

THE SENDING AND HOST ORGANISATIONS JOINTLY UNDERTAKE TO:

Negotiate	a tailor-made training programme for each participant (if possible during preparatory visits).
Agree	monitoring and mentoring arrangements.
Implement	agreed validation procedures to ensure recognition of skills and competencies acquired.
Establish	appropriate communication channels for all parties including participants.
Evaluate	the progress of the project on an on-going basis and take appropriate action if required.

THE HOST ORGANISATION UNDERTAKES TO:

Foster	understanding of the culture and mentality of the host country.
Assign	to participants tasks and responsibilities to match their knowledge, skills, competencies and training objectives and ensure that appropriate equipment and support is available.
Identify	a tutor to monitor the participant's training progress.
Provide	practical support if required.
Check	appropriate insurance cover for each participant.

THE PARTICIPANT UNDERTAKES TO:

Comply	with all arrangements negotiated for his/her exchange and to do his/her best to make the exchange a success .
Abide	by the rules and regulations of the host organisation , its normal working hours, code of conduct and rules of confidentiality.
Communicate	with promoter/sending organisation about any problem or changes regarding the exchange.
Submit	a report in the specified format, together with requested supporting documentation in respect of costs, at the end of the exchange.

Beneficiary and Sending organisation

NAME OF THE ORGANISATION	ADDRESS TELEPHONE FAX E-MAIL	DATE AND PLACE	NAME AND POSITION	SIGNATURE	STAMP
ISTITUTO STATALE DI ISTRUZIONE SUPERIORE "ARTURO MALIGNANI"	Viale L. da Vinci 10 33100 Udine ITALY Tel. +39 0432 46361 Fax +39 0432 545420 preside@malignani.ud.it	Udine	Ester Iannis Dirigente Scolastico		

Intermediary organisations

NAME OF THE ORGANISATION	ADDRESS TELEPHONE FAX E-MAIL	DATE AND PLACE	NAME AND POSITION	SIGNATURE	STAMP
CISL SCUOLA UDINE	Via T.Ciconi 16 33100 Udine ITALY Tel. +39 0432 246541 Fax +39 0432 246540 cislscuola_udine@cisl.it	Udine	Antonio Bassi Segretario generale Udine		
Provincia di Udine	Piazza Patriarcato 3 33100 Udine ITALY Tel. +39 0432 279620 Fax +390432 279310 cinzia.bredeon@provincia.udine.it	Udine	Pietro Fontanini Presidente		

Host organisation

NAME OF THE ORGANISATION	ADDRESS TELEPHONE FAX E-MAIL	DATE AND PLACE	NAME AND POSITION	SIGNATURE	STAMP
PRIMROSE PUBLISHING	Danes Vale, Gosfield Road, CM7 4AH Wethersfield, United Kingdom Tel. 0044 (0)1371 850 132 Davidsephton@danesevale.wanadoo.co.uk	Wethersfield	David Sephton Proprietor and Senior Trainer		