

Xprimer/Workflow:

AGREEMENT NO
implemented under the ‘Excellence Initiative – Research University’ program
as part of a competition for postdoctoral fellows visiting
Nicolaus Copernicus University in Toruń

concluded on between:

Nicolaus Copernicus University in Toruń, with its registered office at ul. Gagarina 11, Toruń,
hereinafter referred to as the ‘University’, represented by the Vice-Rector for Research:

.....
countersigned by the Bursar:
and

Mr / Ms*

Surname

First name(s) 1. 2.

Date of birth Place of birth

Father’s name Mother’s name

Passport number / Tax ID

Country of tax residence

Place of residence

.....

(address)

a participant in the competition for postdoctoral fellows visiting Nicolaus Copernicus
University in Toruń, hereinafter referred to as the ‘Postdoctoral fellow’,

the parties agree as follows:

Article 1

1. The University grants the postdoctoral fellow funds for carrying out the visit at Nicolaus Copernicus University in Toruń as specified in the competition application in the amount of: PLN (*in words*: PLN).
2. The amount referred to in Article 1.1, determined as a lump sum, shall cover:
 - 1) travel expenses in the amount of: PLN (*in words*: PLN),
 - 2) a lump sum for accommodation and subsistence expenses (so-called pocket money) in the amount of: PLN (*in words*: PLN).
3. The postdoctoral fellow undertakes to carry out the visit during the period from to

Article 2

The University undertakes to transfer the funds for the visit referred to in Article 1 to the fellow’s bank account:

.....
.....
.....

(SWIFT code of the bank, IBAN number, name of the bank, and the currency in which the bank account is maintained)

based on the application attached to the agreement, subject to Article 3.

Article 3

1. The transfer of the funds referred to in Article 1.1 shall be made based on the schedule*:
 - 1) The first instalment covers:
 - a) a lump sum covering half of the travel expenses referred to in Article 1.2.1, in the amount of: PLN (*in words: PLN*);
 - b) a lump sum for accommodation and subsistence expenses (so-called pocket money) in the amount of: PLN (*in words: PLN*).
 - 2) The second instalment:
 - a) a lump sum for accommodation and subsistence expenses (so-called pocket money) in the amount of: PLN (*in words: PLN*).
 - 3) The third instalment:
 - a) a lump sum for accommodation and subsistence expenses (so-called pocket money) in the amount of: PLN (*in words: PLN*).
 - 4) The fourth instalment:
 - a) a lump sum for accommodation and subsistence expenses (so-called pocket money) in the amount of: PLN (*in words: PLN*).
 - 5) The fifth instalment:
 - a) a lump sum for accommodation and subsistence expenses (so-called pocket money) in the amount of: PLN (*in words: PLN*).
 - 6) The sixth instalment:
 - a) a lump sum covering half of the travel expenses referred to in Article 1.2.1, in the amount of: PLN (*in words: PLN*);
 - b) a lump sum for accommodation and subsistence expenses (so-called pocket money) in the amount of: PLN (*in words: PLN*).
2. The first instalment referred to in Article 3.1 shall be transferred to the fellow after arrival, based on the application attached as Annex 1 to the agreement, within 5 days of submission of the document.
3. The instalments from the second to the fifth, referred to in Article 3.1, shall be paid based on the monthly report, within 5 days of the following month, submitted by the IDUB Program Section, confirming the completion of the fellowship.
4. The sixth instalment shall be paid based on the application attached as Annex 2 to the agreement, within 5 days of submission of the document.

Article 4

5. The fellow is obliged to comply with the terms of the agreement, including:
 - 1) Completing the visit within the specified period and to use the allocated funds for the purpose set out in the agreement,
 - 2) Submitting a report on the visit (using the applicable form as of the date of submission, available on the project website: <https://idub.umk.pl>).
6. In the event of failure to comply with the terms of the agreement or its termination, the fellow shall be obliged to return all funds received from the University.

Article 5

The fellow acknowledges that during their stay in Poland, they must have valid insurance. The minimum scope of insurance shall include basic health insurance and accident insurance. The fellow declares that they have been informed of the necessity to have appropriate coverage for medical treatment in Poland and for accidents. The responsibility for obtaining an EHIC card or purchasing insurance rests with the fellow.

Article 6

1. The University is the administrator of the fellow's personal data provided in this Agreement. The University has appointed a Data Protection Officer, who can be contacted at the e-mail address: iod@umk.pl.
2. The personal data of the fellow provided in this Agreement will be processed for the purpose of implementing and settling this Agreement, as well as for archival and statistical purposes. Providing this data is voluntary; however, failure to provide it will prevent the conclusion and execution of the Agreement. The legal basis for processing personal data is Article 6.1.b of Regulation (EU) 2016/679 of the European Parliament and of the Council of 27 April 2016 (General Data Protection Regulation – GDPR).
3. The University shall not disclose the fellow's personal data to any recipients, except in cases where such an obligation arises from universally applicable law.
4. The University may entrust the processing of the fellow's personal data to a third party under a written agreement.
5. The fellow's personal data shall be stored for the duration of this Agreement and its settlement, as well as for the period of archival of documentation required by generally applicable law or the University's internal regulations.
6. The fellow has the right to access their personal data, to request its correction, deletion, restriction of processing, or data portability. These rights may, however, be limited by specific legal provisions.
7. The fellow has the right to lodge a complaint with the President of the Personal Data Protection Office.
8. The University does not engage in automated processing of personal data, including 'profiling' of personal data within the meaning of the GDPR.

Article 7

Any amendments to the Agreement must be made in writing in the form of an annex, under pain of nullity.

Article 8

In matters not regulated by this Agreement, the provisions of Polish law shall apply, including the Civil Code.

Article 9

The Agreement has been drawn up in two identical copies, one for each party.

.....

/The University/

.....

/The Fellow/

.....

/The person preparing the Agreement/

.....

/Funds Administrator/

*delete as appropriate

** provide the name

APPLICATION FOR THE TRANSFER OF FUNDS
under AGREEMENT NO.
implemented under the ‘Excellence Initiative – Research University’ program
as part of a competition for postdoctoral fellows visiting
Nicolaus Copernicus University in Toruń

I request the transfer of the amount of PLN (*in words: PLN*
.....)
in the currency of to the bank account of:

Mr/Ms (first name and last name)
for the purpose of carrying out the visit referred to in Article 1 of Agreement No.
..... dated, concluded between the parties, in accordance with the
schedule referred to in Article 3.

Bank transfer details:

Account holder (first name and last name):
Residential address:
IBAN:
BIC (SWIFT):
Bank name and address:

Source of funding:

Xprimer / Workflow:

.....
/The Fellow/

.....
/Funds Administrator/

**APPLICATION FOR THE TRANSFER OF THE FINAL INSTALMENT OF FUNDS
under AGREEMENT NO.
implemented under the 'Excellence Initiative – Research University' program
as part of a competition for postdoctoral fellows visiting
Nicolaus Copernicus University in Toruń**

I request the transfer of the amount of PLN (in words: PLN
.....)

in the currency of to the bank account of:

Mr/Ms (first name and last name)

for the purpose of carrying out the visit referred to in Article 1 of Agreement No.

dated, concluded between the parties, in accordance with the schedule referred to
in Article 3.

Source of funding:

Xprimer / Workflow:

.....

/The Fellow/

I hereby confirm the execution of Agreement No. dated

.....

/Funds Administrator/