

Partnership Agreement

2019-2136/001-001

6609906-EPP-1-2019-1-ES-EPPKA2-CBHE-JP



**Resources for Internationalisation of Higher
Education Institutions in India**

RISHII

The present Partnership Agreement, hereinafter referred to as "the Agreement", is made and entered into by and between,

University of Deusto

Avenida de las Universidades 24
48007 Bilbao
Spain

hereinafter referred to as the "coordinator", represented for the purposes of signature of the Agreement by **José M. Guibert, Rector**, the legal representative as defined in the Grant Agreement 2019-2136/001-001,

and the following beneficiary:

Goa University, P.O. Goa University, Taleigao Plateau, Goa – 403206, INDIA

hereinafter referred to as the "beneficiary", represented for the purposes of signature of this Agreement by their legal representatives, according to the Mandates previously signed and attached to the Grant Agreement (here in Annex IV).

Where a provision applies without distinction to the "coordinator" and the "beneficiaries", for the purpose of this Agreement they will be collectively referred to as the "beneficiaries".

The parties hereby have agreed as follows:

Article 1

Subject of the Partnership Agreement

1.1 This Agreement defines the terms that govern the relations between the parties, by establishing their rights and obligations, and lays down the rules of procedure for the work to be carried out in order to successfully implement the Erasmus+ CBHE **Resources for Internationalisation of Higher Education Institutions in India (RISHII)** project (hereinafter referred to as the "project").

1.2 The coordinator and the beneficiaries, undertake to do everything in their power to carry out the work programme forming the subject of this Agreement, which falls within the framework of the **Grant Agreement 2019-2136/001-001**, concluded between the coordinator and the Education, Audiovisual and Culture Executive Agency (hereinafter referred to as the "Executive Agency"), related to the above-mentioned project.

1.3 The subject matter of this Agreement and the related work programme are detailed in the annexes of the Grant Agreement. The respective Grant Agreement terms and conditions, related annexes and guidelines, shall form an integral part of the present Agreement, and take precedence over it (see Article 20 of the present Agreement for the list of annexes).

1.4 The coordinator and the beneficiaries shall be bound by the terms and conditions of this Agreement, the Grant Agreement and any further amendments of the latter.

Article 2

Duration

2.1 This Agreement shall **enter into force on the date the last party signs but shall have retroactive effect from the starting date of the eligibility period** laid down in the Grant Agreement.

2.2 The period of eligibility of the activities and the costs shall be in accordance to the dispositions of the Grant Agreement or any subsequent amendments of it.

2.3 The present Agreement shall **remain in force until the coordinator has been discharged in full of his obligations** arising from the Grant Agreement signed with the Executive Agency.

Article 3

Obligations and responsibilities

3.1 General obligations and role of the beneficiaries (including the coordinator).

The beneficiaries:

- (a) are jointly responsible for carrying out the activities attributed to them, and shall conduct the work in accordance with the work programme and schedule set forth in the Grant Agreement and approved application, working to the best of their abilities to achieve the defined results and taking full responsibility for their work in accordance with accepted professional principles;
- (b) undertake to comply with all the provisions of the Grant Agreement and its annexes, with all the provisions of this Agreement, as well as with EU and national legislation;
- (c) are jointly responsible for complying with any legal obligations incumbent on them jointly or individually;
- (d) shall provide staff, facilities, equipment and material to the extent needed for executing the activities as specified in the work programme;
- (e) shall be responsible for the sound financial management and cost efficiency of the funds allocated to the project.

3.2 Specific obligations and role of the coordinator.

The coordinator undertakes to:

- (a) be responsible for the overall coordination, management and implementation of the project in accordance with the Grant Agreement;
- (b) be the intermediary for all communications between the beneficiaries and the Executive Agency, and inform the beneficiaries of any relevant communication exchanged with the Executive Agency;
- (c) inform the beneficiaries of any changes connected to the project or to the Grant Agreement, or of any event likely to substantially affect the implementation of the action;
- (d) as the sole recipient of payments on behalf of all beneficiaries, transfer funds to the beneficiaries without unjustified delay and in accordance with the dispositions for payments laid down in Article 5 of this Agreement;
- (e) manage and verify the appropriate spending of the funds in accordance with the dispositions of the Grant Agreement and this Agreement;
- (f) comply with all reporting requirements *vis-à-vis* the Executive Agency, as per the dispositions of Article I.4 of the Grant Agreement. The coordinator shall not delegate any part of this task to any party;
- (g) establish payment requests on behalf of the beneficiaries, as per the dispositions of Article I.4 of the Grant Agreement;
- (h) provide one copy of this Agreement duly signed to each beneficiary and to the Executive Agency within 6 months of the signature of the Grant Agreement.
- (i) provide the beneficiaries with official documents related to the project, such as the signed Grant Agreement and its annexes, the Guidelines for the Use of the Grant, the various reports templates and any other relevant document concerning the project.

- (j) transmit to the beneficiaries the copies of all reports submitted to the Executive Agency, as well as copies of any feedback letters received from the Agency following report assessment and field monitoring visits.

3.3 Specific obligations and role of each beneficiary (excluding the coordinator).

Each beneficiary undertakes to:

- (a) ensure adequate communication with the coordinator and with the other beneficiaries;
- (b) support the coordinator in fulfilling its tasks according to the Grant Agreement;
- (c) submit in due time to the coordinator all relevant data needed to draw up the reports, financial statements and any other documents provided for in the Grant Agreement, as well as all necessary documents in the events of audits, checks or evaluations;
- (d) provide the coordinator with any other information or documents it may require and which are necessary for the management of the project;
- (e) notify the coordinator of any event likely to substantially affect or delay the implementation of the action, as well as of any important deviation of the project (e.g. replacement of the project contact person, changes in partner's budget, deviations from work plan etc.);
- (f) inform the coordinator of any change in its legal, financial, technical, organisational or ownership situation and of any change in its name, address or legal representative.

Article 4

Financing the action

4.1 The maximum Erasmus+ grant contribution to the project for the contractual period covered by the Grant Agreement amounts to **EUR 969.119,00** and shall take the form as stipulated in Annex III of the Grant Agreement.

4.2 The Erasmus+ grant contribution is awarded to the partnership under the form of:

- a **"reimbursement of actual costs" for Equipment and Subcontracting Costs**
- a **"unit contribution" to the costs incurred for Staff Costs, Travel Costs and Costs of Stay**

4.3 The grant contribution to the project is intended to cover **only part of the costs actually incurred** by the beneficiaries in carrying out the activities foreseen. **The beneficiaries commit to provide additional resources to the project so as to ensure its full implementation** in accordance with the Grant Agreement.

4.4 Full details of the estimated budget breakdown per funding source, beneficiary and budget category are given in Annex I of this Agreement.

Article 5

Payment arrangements

5.1 The coordinator will transfer the part of the Erasmus+ grant contribution corresponding to each individual beneficiary using the accounts stipulated in Annex VI and/or Annex VIII of this Agreement (see Annex II and Annex III for details and modalities).

5.2 The transfer of the Erasmus+ grant contribution to individual beneficiaries will be implemented in accordance with the following timetable and procedure:

Reimbursement of costs incurred

Within 60 days of receipt of the necessary proofs of expenditure/activity (as specified in the Guidelines for the Use of the Grant), the coordinator will reimburse to the beneficiary's account (institutional bank accounts,) **the costs incurred within the estimated budget breakdown** identified under Annex I of the Agreement. Payments to personal bank accounts

will only be made as an exceptional solution, if it is duly justified. **In such cases, previous authorization from the institution will be required.**

5.3 **Beneficiaries are obliged to use the Erasmus+ grant contribution exclusively for the purposes defined by the project**, and in accordance with the terms and provisions of the present Agreement and the Grant Agreement and its annexes. Erasmus+ grant **amounts received in advance and not used by the beneficiaries will be reimbursed to the coordinator** at the latest 30 days after the end of the project's contractual period.

5.4 If there is a difference between the amount of the Erasmus+ grant contribution actually used by the partnership and the amount of expenditure declared eligible by the Executive Agency at the end of the project, the following procedure will apply: ***the beneficiary responsible for the expenditure declared ineligible will reimburse the corresponding amount to the coordinator.***

5.5 The costs of financial transfers shall be borne as following: **all costs of dispatch/receipt charged by the bank of the beneficiary**, and costs of repeated transfers caused by beneficiary, **will be covered by the beneficiary** that receives the related receipt/transfer or generates repeated transfers.

Article 6 Reporting

6.1 The coordinator is responsible for submitting in due time to the Executive Agency all reports and financial statements as required in the Grant Agreement. For this purpose and **in a timely manner, the beneficiaries commit to provide the coordinator with all necessary information** and, if applicable, copies of supporting documents needed for drawing up reports, financial statements and any other documents required in the Grant Agreement.

6.2 The coordinator shall provide the beneficiaries with the appropriate reporting forms for the declaration of expenses/activities and the respective instructions for their completion. These reports must be drawn up in EURO.

6.3 **The beneficiaries shall keep a record** of any expenditure/activity incurred under the project and all proofs and related documents **for a period of 5 years after the payment of the final balance** under the Grant Agreement. The coordinator may reject any item which cannot be justified in accordance with the rules set out by the Executive Agency in the Grant Agreement and in the Guidelines for the Use of the Grant.

Article 7 Budgetary and financial management

7.1 The Erasmus+ grant contribution to the project's **staff costs, travel costs and costs of stay will be calculated on the basis of "unit contributions"** whose individual amounts are specified in the Erasmus+ Programme Guide, in the Guidelines for the Use of the Grant.

7.2 **For the implementation of the project** and the beneficiary's reimbursement of costs incurred in terms of staff, travel and costs of stay, the partnership will:

- **apply the unit costs** amounts defined in the Erasmus+ Programme Guide and in the Guidelines for the Use of the Grant, **and**
- use the procedure described hereafter (in Annex II and Annex III of this Agreement).

7.3 The Erasmus+ grant contribution to the project's **equipment and subcontracting costs will be based on the justification of the costs actually incurred**. This justification will take the form of the support documentation specified in the relevant section of the Guidelines for the Use of the Grant.

7.4 The beneficiaries confirm that they **respect the social and labour legislation of their country** regarding the costs of staff contributing to the project.

7.5 Each beneficiary is responsible for ensuring adequate insurance arrangements for their staff while participating in project activities.

Article 8

General administrative provisions

8.1 Any important project related **communication between the parties shall be done in writing** and addressed to the appointed project manager of each beneficiary, as per the details below:

8.2 Any changes to the above information should be communicated in a timely manner.

Article 9

Promotion and visibility

9.1 The coordinator and the beneficiaries shall ensure adequate promotion of the project and commit to playing an active role in any actions organised to capitalise on, exploit / disseminate the results of the project.

9.2 **Any notice or publication by the project**, including at a conference or a seminar, must specify that the project is being co-financed by EU funds within the framework of the Erasmus+ Programme, and **must comply with the visibility rules** laid down in Articles II.8.1 and II.8.2 of the Grant Agreement.

Article 10

Confidentiality and data protection

10.1 The coordinator and the beneficiaries undertake to preserve the confidentiality of **any document, information or other material directly related to the subject of the Agreement that is duly classed as confidential**, if disclosure could cause prejudice to the other party. The parties shall remain bound by this obligation beyond the closing date of the action.

10.2 All personal data contained in or relating to this Agreement shall be processed in accordance with the dispositions of Article II.7 of the Grant Agreement.

For the coordinator:

Project Coordinator
Alex Rayón
alex.rayon@deusto.es

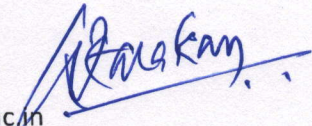
Management Team:

Paula Sánchez
Paula.sanchez@deusto.es

Sara Goitia
sara.goitia@deusto.es

For the beneficiary:

Contact Person
Koshy Tharakan
koshy@unigoa.ac.in



Article 11

Ownership and property rights

11.1 **The ownership of all project results**, including copyrights and intellectual property rights, as well as all reports and other documentation resulting from the action, **shall be vested in the beneficiaries**, in compliance with Article II.9 of the Grant Agreement.

11.2 Materials already developed and brought in may be only used within the scope of the project as templates of good practice. Copyrights shall be strictly safeguarded and permission for reproduction and scale of production has to be settled beforehand.

Article 12

Liability

12.1 Each of the contracting parties discharges the other of any civil liability for any damages suffered by itself or its staff/students as a result of the performance of this Agreement, insofar as such damages are not due to serious or intentional negligence or fault of the other party or its staff/students.

Article 13

Conflict of interest

13.1 The coordinator and beneficiaries must undertake **all necessary precautions to prevent any risk of conflicts of interest** which could affect their impartial and objective performance of the Agreement. Such conflict of interest could arise in particular as a result of **economic interest, political or national affinity, family or emotional reasons, or any other shared interest**.

13.2 Any situation constituting or likely to lead to any such conflict should be brought to the attention of the coordinator without delay, and the beneficiary in cause shall undertake to take all necessary measures to rectify this situation at once.

13.3 The coordinator will decide if it is deemed necessary to inform the Executive Agency as provided for in Article II.5 of the Grant Agreement.

Article 14

Working languages

14.1 **The working language** of the partnership shall be **English**.

14.2 Both parties commit in allocating to the project **staff with enough knowledge of the working language**, allowing a smooth communication and understanding of the matters discussed.

Article 15

Conflict resolution

15.1 **In case of conflict** between the project partners resulting from the interpretation or the application of this Agreement, or in connection with the activities contained within, the parties involved shall make the **effort to come to an amicable arrangement rapidly** and in the spirit of good cooperation.

15.2 **Disputes should be addressed in writing to the project Steering Committee** (or a body consisting of representatives of all the project partners), that will try to mediate in order to resolve the conflict.

Article 16

Applicable law and jurisdiction

16.1 **This Agreement is governed by the Spanish law**, being the law of the coordinator's country.

16.2 In case of any disputes on matters under this Agreement, which cannot be resolved by an amicable settlement, the matter shall have to be decided **in accordance with the jurisdiction of the coordinator's country (Spain)**.

16.3 If any provision of this Agreement or the application of any such provision shall be considered invalid or unenforceable in whole or in part for legal requirements, all other stipulations remain valid and binding to both parties.

16.4 If any provision in this Agreement should be wholly or partly ineffective, the parties to this Agreement undertake to replace the ineffective provision by an effective provision which comes as close as possible to the purpose of the ineffective provision.

16.5 This Agreement is concluded in English. In the event of translation of this Agreement and its annexes, the **English version shall prevail**.

Article 17

Termination of the Agreement

17.1 In the event that any of the beneficiaries fail to perform any obligations under the present Agreement or the Grant Agreement, the coordinator may terminate their participation in the project, upon formal written authorisation by the Executive Agency.

17.2 The coordinator shall notify the beneficiary in cause by registered letter. The beneficiary has one month to supply all relevant information to appeal the decision.

Article 18

Force Majeure

18.1 If either parties face a case of *force majeure* (as per defined in article II.15 of the Grant Agreement), it shall promptly notify the other party in writing, specifying the nature, probable duration and expected effects of this event.

18.2 Neither of the parties shall be deemed in breach of its obligations if it has been prevented from performing its tasks due to *force majeure*. The parties shall take all necessary measures to minimise possible damage to successful project implementation.

Article 19

Amendments

19.1 Any amendments to this Agreement must be made in writing by means of a Supplementary Agreement, and become effective when signed by the authorised legal representatives of both parties. No oral agreement may bind the parties to this effect.

19.2 The amendment may not have the purpose or the effect of making changes which might call into question the dispositions of the Grant Agreement.

Article 20

Annexes

Annex I - Budget/Expenditure/Co-financing breakdown per partner and budget category.

Annex II - Remuneration modalities of staff involved in the project.
Annex III - Reimbursement modalities for travel costs and costs of stay.
Annex IV - Copy of the Grant Agreement signed between the coordinator and the Executive Agency, its annexes, and any existing amendment.
Annex V - Guidelines for the use of the grant.
Annex VI - Bank account of beneficiary organisation.
Annex VII - Declaration on employment relationship of beneficiary's staff participating in the project and copy of the contracts.
Annex VIII – Individual bank accounts of each staff participating in the project.
Annex IX- Internal reporting forms.
Annex X - Management of project and consortium decision making.
Annex XI - Confirmation on the copies of documents.
Annex XII – Informed consent for the use of images in the framework of the project.

We, the undersigned, declare to have read and accepted the terms and conditions of this Agreement as described here before, including the annexes thereto.

For the Coordinator
The legal representative

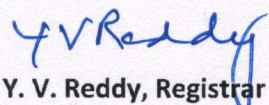
José M. Guibert, Rector

Done in **Bilbao**

Date:

Stamp

For the Beneficiary
The legal representative


Prof. Y. V. Reddy, Registrar

Done in **Taleigao Plateau, Goa**

Date: **22/05/2020**

Stamp **REGISTRAR
GOA UNIVERSITY
TALEIGAO GOA
403 206**

Annex I - Budget/Expenditure/Co-financing breakdown per partner and budget category.



Key Action 2: Cooperation for innovation and the exchange of good practices
Capacity Building in the field of higher education

Before completing this table please read carefully the instructions available on the FACEA website										
CALL FOR PROPOSALS 2019 - EAC/A03/2018 - Erasmus+ Programme (2018/C 384/04)										
Programme guide and instructions for applicants										
Action	Joint Project									
Duration number of months	36									
Project Acronym	RISHII									
Project Title	Resources for Internationalisation of Higher Education Institutions in India									
EU GRANT REQUESTED FROM THE EUROPEAN UNION (in EUR)										
1. Staff Costs	385 764.00 Cannot exceed 40% of total Grant requested									
2. Travel Costs	236 215.00 Please check data in Tab 7: Staff Costs									
3. Costs of Stay	253 440.00 Please check data in Tab 2-3-6: Travel/Staff Costs of Stay									
4. Equipment Costs	0.00 Cannot exceed 30% of Total Grant requested									
5. Subcontracting Costs	73 700.00 Cannot exceed 10% of Total Grant requested									
6. Exceptional Costs	0.00 Please check data in Tab 2-3-6: Travel/Staff Costs of Stay									
Total Grant requested from the European Union	969 119.00 Should be equal or above EUR 500 000.00 and cannot exceed EUR 1 000 000.00									
DISTRIBUTION OF THE GRANT BY ORGANISATION (in EUR)										
Partner N°	Name of Partner	Country	PR/PA	1. Staff Costs	2. Travel Costs	3. Costs of Stay	4. Equipment Costs	5. Subcontracting Costs	6. Exceptional Costs	Total Costs (in EUR)
P1	Universidad de la Iglesia de Devoto - (UD)	Spain	Programme Countries	54 950.00	59 640.00	23 520.00	-	22 500.00	-	160 610.00
P2	Rijksuniversiteit Groningen - (RUG)	Netherlands	Programme Countries	15 304.00	10 115.00	5 880.00	-	-	-	31 299.00
P3	Universidade do Porto - (UPORTO)	Portugal	Programme Countries	8 645.00	16 235.00	5 880.00	-	-	-	30 761.00
P4	Università di Pisa - (UNIP)	Italy	Programme Countries	13 762.00	10 115.00	5 880.00	-	-	-	29 757.00
P5	Education for Interdependent World - (EDIW)	Belgium	Programme Countries	13 762.00	10 115.00	5 880.00	-	-	-	29 757.00
P6	University of Delhi - (DU)	India	Partner Countries	36 470.00	16 750.00	26 400.00	-	3 800.00	-	83 420.00
P7	Savitribi Phule Pune University - (SPPU)	India	Partner Countries	21 650.00	11 250.00	15 840.00	-	3 800.00	-	52 540.00
P8	GGS Indraprastha University - (GGS)	India	Partner Countries	12 740.00	6 930.00	11 040.00	-	3 800.00	-	34 510.00
P9	Jawahar Lal Nehru University - (JNU)	India	Partner Countries	16 680.00	7 500.00	10 560.00	-	2 800.00	-	39 540.00
P10	University of Calicut - (UC)	India	Partner Countries	12 740.00	6 310.00	9 840.00	-	3 800.00	-	34 690.00
P11	GD Goenka University - (GGU)	India	Partner Countries	21 650.00	10 485.00	16 560.00	-	3 800.00	-	52 495.00
P12	Jagran Lal Keshav University - (JLU)	India	Partner Countries	21 650.00	11 250.00	16 560.00	-	3 800.00	-	53 260.00
P13	Adamas University - (AU)	India	Partner Countries	21 650.00	12 485.00	14 760.00	-	3 800.00	-	52 675.00
P14	Mansarovar Academy of Higher Education - (MAHE)	India	Partner Countries	21 650.00	12 240.00	16 560.00	-	3 800.00	-	54 250.00
P15	Vinoba Bhave University - (VBU)	India	Partner Countries	21 650.00	13 005.00	16 560.00	-	3 800.00	-	55 015.00
P16	The IIS University - (IISU)	India	Partner Countries	21 650.00	10 140.00	14 760.00	-	3 800.00	-	50 350.00
P17	Maharaja Institute of Technology Art Design and Technology	India	Partner Countries	12 740.00	7 500.00	10 560.00	-	2 800.00	-	33 600.00
P18	St. Xavier's College - (SAC)	India	Partner Countries	21 650.00	12 240.00	16 560.00	-	3 800.00	-	54 250.00
P19	Ramaiah College of Law - (RCL)	India	Partner Countries	9 770.00	7 930.00	9 840.00	-	3 800.00	-	31 340.00

Detailed budget is presented in the file "Annex I - RISHII Detailed budget cbhe final PA.xlsm".

Please note that sums mentioned in the budget are provisional sums. The reimbursement will be done within the budget mentioned but in accordance with real implementation of the project and results achieved.

Annex II - Remuneration modalities of staff involved in the project.

Staff costs will be paid on the basis of the distribution between the partners, only **to the staff** of partner institution actually participating in the project activities. **The existence of a formal contractual relationship between the employee (staff or natural person) and the beneficiary institutions is required in order to be eligible for the staff costs payment.**

In the context of a Capacity Building in Higher Education (CBHE) project **staff needs to be employed by a beneficiary institution** and therefore **part of its payroll system.**

Transfers for staff costs payment will be made 3 times within the project – once a year and after presenting the corresponding supporting documentation. The sum for each payment will be calculated **on the basis of actual project performance** and in accordance with the distribution of the Staff costs (see Annex I).

Payments will be made only by bank transfer. Payments **cannot be made in cash** for security and traceability reasons. Staff costs can only be paid **directly to the bank account of the participating institution.** A Joint Declaration to be filled in for each person taking part in the project and to be retained with the project accounts and **the institution concerned has to be able to prove that the tasks have been carried out** (employment contract listing the task, declaration signed by Rector/Dean/Head of Dpt./staff manager, etc.).

The documents that beneficiary has to prepare for the staff costs payment are:

- 1) **Employment contracts** for the staff in question (copies are included in Annex VII),
- 2) A duly filled-in **Joint Declaration** (If the staff member performs tasks corresponding to different categories of staff, a separate Joint Declaration must be signed for each category),
- 3) **Time-sheet,**
- 4) **Pay slips and proofs of payment)** for the period in question,
- 5) Any **material evidence** allowing to verify that the declared workload corresponds to actual activities/outputs.

Annex III - Reimbursement modalities for travel costs and costs of stay.

Travel costs and costs of stay (including travel, accommodation, subsistence, personal or health insurance costs and entrance visas) are intended towards **participation of staff in the meetings** of the project. **The existence of a formal contractual relationship between the person and the beneficiary institutions is required in order to participate to any travel. Thus, only persons mentioned in Annex VII, can participate in the meetings.**

Only **academic and management staff** who is **actually involved in the project activities** may travel and be reimbursed for the travel costs and costs of stay.

In order to organise project meetings, the Coordinator will provide special centralised management and logistic support.

Travel costs and costs of stay are foreseen for all partner institutions and **will be covered by the Coordinator in accordance with workplan** and list of the participants. All travel costs and cost of stay will be **paid in advance directly to the person travelling** by means of buying tickets, booking hotel and meals, etc. Expenses which cannot be covered for any reason by centralised management system will be reimbursed to the person travelling **directly to the personal bank account.**

For more details on the logistic and organisation of the meeting please refer to **Annex X - Management of project and consortium decision making.**

A duly filled-in **Individual Travel Report (ITR** - see the Guidelines for the use of the grant) has to be signed by each participant at the meeting venue. ITRs will be prepared by Coordinator and distributed during the meetings. **Supporting documentation** will have to be attached to each travel report in order to demonstrate the fact that the travel and the activity actually took place (e.g. travel tickets, boarding passes with points of departure and destination, dates and name of the person travelling, invoices, receipts, proof of attendance in meetings and/or events, agendas, tangible outputs/products, minutes of meetings).

Annex IV - Copy of the Grant Agreement signed between the coordinator and the Executive Agency, its annexes, and any existing amendment.

Agreement number: 2019 - 2136 / 001 - 001

Multi beneficiaries model agreement: June 2019



EUROPEAN COMMISSION
Education, Audiovisual and Culture Executive Agency
Erasmus+ Capacity Building in the field of Higher Education

GRANT AGREEMENT FOR AN ACTION WITH MULTIPLE BENEFICIARIES

UNDER "ERASMUS+ CAPACITY BUILDING IN THE FIELD OF HIGHER EDUCATION"

AGREEMENT NUMBER 2019 - 2136 / 001 - 001

Project reference number 609609-EPP-1-2019-1-ES-EPPKA2-CBHE-JP

This Agreement ('the Agreement') is concluded between the following parties:

on the one part,

The, **Education, Audiovisual and Culture Executive Agency** (hereinafter referred to as "the Agency"), acting under powers delegated by the European Commission (hereinafter referred to as "the Commission") represented for the purposes of signature of this Agreement by Mr Ralf Rahders Head of Unit Erasmus+: Higher Education - International Capacity Building,

and

on the other part,

'the coordinator'

UNIVERSIDAD DE LA IGLESIA DE DEUSTO ENTIDAD RELIGIOSA
AVENIDA DE LAS UNIVERSIDADES 24,
ES- 48007 BILBAO

represented for the purposes of signature of the Agreement by **Jose M. GUIBERT UCIN**

and the other beneficiaries listed in Annex IV and duly represented for the signature of the Agreement by the coordinator by virtue of the mandates included in Annex IV.

Unless otherwise specified, references to 'beneficiary' and 'beneficiaries' include the coordinator.

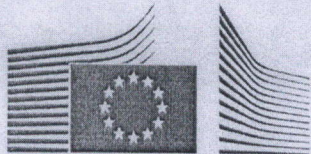
Whereas the Commission has taken a decision n° C(2013)8550 of 04/12/2013 as amended by decision n° C(2016)5719 of 13/09/2016 and n° C(2014)6158 of 03/09/2014 as amended by decision n° C(2016)5753 of 13/09/2016 authorizing the use of lump sums, reimbursement on the basis of unit costs and flat-rate under the Erasmus+ Programme;

Full Grant Agreement is presented in the file "Annex IV - 609609 RISHII Grant Agreement.pdf".

Annex V - Guidelines for the use of the grant.

Please note that publication of the **Guidelines for the Use of the Grant** is pending. The document will be available in the following website:

https://eacea.ec.europa.eu/erasmus-plus/beneficiaries-space/capacity-building-in-field-higher-education-2019_en



ANNEX VI - Bank Account of the Beneficiary Organization.

FINANCIAL IDENTIFICATION

PRIVACY STATEMENT

https://ec.europa.eu/info/sites/info/files/about_the_european_commission/eu_budget/privacy_statement_en.pdf

By submitting this form, you acknowledge that you have been informed about the processing of your personal data by the European Commission for accounting and contractual purposes.

Please use CAPITAL LETTERS and LATIN CHARACTERS when filling in the form.

BANKING DETAILS ①

ACCOUNT NAME ②	The Registrar, Goa University		
IBAN/ACCOUNT NUMBER ③	10664493609		
CURRENCY	Indian Rupee		
BIC/SWIFT CODE	SBININBB366	BRANCH CODE ④	SBIN0004311
BANK NAME	STATE BANK OF INDIA		
ADDRESS OF BANK BRANCH			
STREET & NUMBER	Goa University Complex, Taleigao Plateau, S.P.O. Goa University, Goa - 403206		
TOWN/CITY	Goa	POSTCODE	403206
COUNTRY	INDIA		

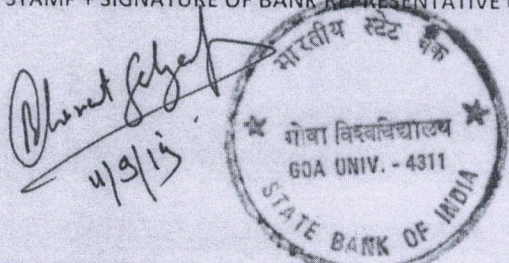
ACCOUNT HOLDER'S DATA

AS DECLARED TO THE BANK

ACCOUNT HOLDER	The Registrar, Goa University		
STREET & NUMBER	Goa University Campus, Taleigao Plateau, Goa - 403206 S.P.O. Goa University		
TOWN/CITY	Goa	POSTCODE	403206
COUNTRY	INDIA		

REMARK

BANK STAMP + SIGNATURE OF BANK REPRESENTATIVE ⑤



DATE 11/09/2019

SIGNATURE OF ACCOUNT HOLDER (Obligatory)

YVReddy 11/09/2019
REGISTRAR
GOA UNIVERSITY
TALEIGAO GOA
403206

- ① Enter the final bank data and not the data of the intermediary bank.
- ② This does not refer to the type of account. The account name is usually the one of the account holder. However, the account holder may have chosen to give a different name to its bank account.
- ③ Fill in the IBAN Code (International Bank Account Number) if it exists in the country where your bank is established
- ④ Only applicable for US (ABA code), for AU/NZ (BSB code) and for CA (Transit code). Does not apply for other countries.
- ⑤ It is preferable to attach a copy of RECENT bank statement. Please note that the bank statement has to confirm all the information listed above under 'ACCOUNT NAME', 'ACCOUNT NUMBER/IBAN' and 'BANK NAME'. With an attached statement, the stamp of the bank and the signature of the bank's representative are not required. The signature of the account-holder and the date are ALWAYS mandatory.

Annex VI - Bank account of beneficiary organisation.**Annex VII - Declaration on employment relationship of beneficiary's staff participating in the project and copy of the contracts.****Declaration on employment relationship**

Hereby it is declared that the following staff:

- 1) Prof. Aparajita Gangopadhyay
 - 2) Prof. P.K. Sudarshan
 - 3) Prof. Rahul Tripathi
 - 4) Prof. Koshy Tharakan
- (All the above staffs are directly hired by the beneficiary in accordance with its national legislation)
- 5) One Project Assistant (to be hired under the technical supervision and responsibility of the beneficiary alone)

has been:

- **directly hired by the beneficiary** in accordance with its national legislation;
- **hired under the technical supervision and responsibility of the beneficiary alone;**
- **remunerated in accordance with the beneficiary's normal practice** for its activities, whether or not funded by the EU.

The declaration is issued on the basis of and in accordance with the legal provisions of **Goa University**, and is restricted for the purpose of the project **GRANT AGREEMENT 2019-2136/001-001 6609906-EPP-1-2019-1-ES-EPPKA2-CBHE-JP**.

The declaration does not alter in any way the already existing employment conditions between **Goa University** and above-mentioned staff.

Copy of the contracts

Attached are Appointment orders of the above four faculty members in the next sheets as Annex-VII (i to iv)



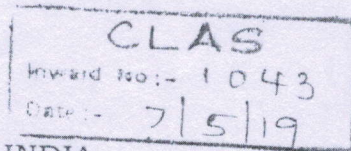
GOA UNIVERSITY

Taleigao Plateau, Goa - 403 206 INDIA

Established by State Legislature by Notification No.LD/10/7/84 (D) of year 1984

Tel .Phone: (0832) 6519013, 6519022, 6519222 E-mail: registrar@unigoa.ac.in

Fax +091-832-2451184/2452889 Web site: www.unigoa.ac.in



GU/Admn./PFTS/371/2019/412

Date: 05/05/2019

Read: Order No. GU/Admn.(T)/PT/AG/249/2015/754 dated 18/02/2015

ORDER

Consequent upon grant of promotion as Professor under Statute SA-19 of Goa University and on subsequent approval of the Directorate of Higher Education, Government of Goa vide their letter No. Accts/PFS/GU-TS/2018-19/698 dated 16/05/2018, pay of **Dr. Aparajita Gangopadhyay**, Professor, Centre for Latin American Studies, is fixed in the pay scale of Rs. 37400-67000+AGP Rs. 10000 w.e.f. 29/10/2013.

29/10/2013	Rs. 43,250/- + AGP 10000/-
01/07/2014	Rs. 44,850/- + AGP 10000/-
01/07/2015	Rs. 46,500/- + AGP 10000/-

On implementation of UGC VIIth pay scales vide order No. Accts/IMP.UGC/SCALES/1/2018-19 dated 05/09/2018, and consequent to the approval of the Directorate of Higher Education, Porvorim vide their letter No. Accts/PFS/TS(Prof.)-GU/2019-20/916 dated 24/05/2019, her pay is fixed in the pay Matrix Level 14 w.e.f. 01/01/2016 as under :

01/01/2016	Rs. 1,48,500/-
01/07/2016	Rs. 1,53,000/-
01/07/2017	Rs. 1,57,600/-
01/07/2018	Rs. 1,62,300/-

Y.V.Reddy 3115
(Prof. Y.V.Reddy)
REGISTRAR

To,
Dr. Aparajita Gangopadhyay,
Professor,
Centre for Latin American Studies,
Goa University



Annex VII (II)

GOA UNIVERSITY

Taleigao Plateau, Goa - 403 206 INDIA

Established by State Legislature by Notification No.LD/10/7/84 (D) of year 1984

Tel .Phone: (0832) 6519013, 6519022, 6519222 E-mail: registrar @ unigoa.ac.in

Fax +091-832-2451184/2452889 Web site: www.unigoa.ac.in

GU/Admn./PFTS/371/2018/405

Date:21/05/2018

Read: Order No. GU/Admn.(T)/CAS-VI/510/2014/64 dated 19/05/2014
 Corrigendum No. GU/Admn.(T)/CAS-VI/510/2014/345 dated 11/08/2014

ORDER

Consequent upon grant of promotion as Professor under Statute SA-19 of Goa University and on subsequent approval of the Directorate of Higher Education, Porvorim vide their letter No. Accts/PFS/GU-TS/2018-19/568 dated 07/05/2018, pay of **Dr. P.K. Sudarsan**, Department of Economics, is fixed in the pay scale of Rs. 37400-67000 + AGP 10000/- w.e.f. 01/01/2009 as under.

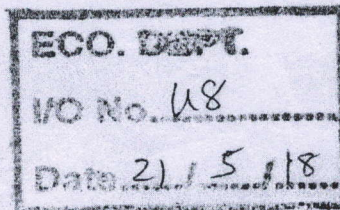
01/01/2009	Rs.43,250/- + AGP Rs.10000/- [FR-22,GIO(I-B)(b)]
01/07/2009	Rs.44,850/- + AGP Rs.10000/-
01/07/2010	Rs.46,500/- + AGP Rs.10000/-
01/07/2011	Rs.48,200/- + AGP Rs.10000/-
01/07/2012	Rs.49,950/- + AGP Rs.10000/-
01/07/2013	Rs.51,750/- + AGP Rs.10000/-
01/07/2014	Rs.53,610 /- + AGP Rs.10000/-
01/07/2015	Rs.55,520 /- + AGP Rs.10000/-

On approval of the Directorate of Higher Education, his pay in the pay matrix level 14 under VIIth pay is fixed as under w.e.f. 01/01/2016.

01/01/2016	Rs.1,72,200/-
01/07/2016	Rs.1,77,400/-
01/07/2017	Rs.1,82,700/-

Y.V.Reddy
 (Prof. Y.V.Reddy) 16/5
 REGISTRAR

To,
 Dr. P.K. Sudarsan,
 Professor,
 Department of Economics,
 Goa University



ORDER

Pursuant to the recommendations of the Selection Committee and subsequent approval of the Executive Council in its meeting held on 28th July, 2017, the Vice-Chancellor is pleased to promote Dr. Rahul Tripathi from Associate Professor to Professor in Political Science in the Department of Political Science under Career Advancement Scheme w.e.f. 14th February, 2015 under Statute SA-19 (ix) (a) of the Goa University in the Pay Band 4 of ₹ 37,400 – ₹ 67,000 with AGP ₹ 10,000/-.

He may exercise his option for pay fixation within 30 days from the date of issue of the Order and submit an undertaking in the enclosed format.

Y. V. Reddy
(Prof. Y. V. Reddy) 219
REGISTRAR

To
Dr. Rahul Tripathi,
Professor
Department of Political Science
Goa University.

Annex VII (iv)



GOA UNIVERSITY

Taleigao Plateau, Goa - 403 206 INDIA

Established by State Legislature by Notification No.LD/10/7/84 (D) of year 1984
Tel .Phone: (0832) 6519013, 6519132, 6519116 E-mail: registrar @ unigoa.ac.in
Fax +091-832-2451184/2452889 Web site: www.unigoa.ac.in


GU/Admn.(T)/CAS-VI/510/2014/62

Date: 19/05/2014

ORDER

Pursuant to the recommendations of the Selection Committee and subsequent approval of the Executive Council in its meeting held on 7th March, 2014, the Vice-chancellor is pleased to promote Dr. Koshy Tharakan as Professor of Philosophy in the Department of Philosophy under Career Advancement Scheme w.e.f. 1st July, 2012 under Statute SA-20 (B) of the Goa University in the Pay Band of Rs.37400-67000 + AGP Rs.10000.

He may exercise his option for pay fixation within 30 days from the date of issue of the Order and submit an undertaking in the enclosed format.


16.5.14
(Prof. V.P. Kamat)
REGISTRAR

To
Dr. Koshy Tharakan,
Department of Philosophy,
Goa University.

Copy to:

1. Head, Department of Philosophy
2. Finance Officer, Goa University
3. Vice-Chancellor's Secretariat
4. Concerned file.
5. Personal file
6. Guard file.

Annex VIII - Individual bank accounts of each staff participating in the project.

Attached the individual bank account details of the four faculty members in the next sheets as Annex VIII-(i to iv)

Annex VII (i)

GOA UNIVERSITY
Directorate of International Cooperation and Exchange

FINANCIAL IDENTIFICATION for Erasmus beneficiaries

This information is to be stored in the International Office's accounting records for use in its payment procedures.
International Office's staff carrying out such procedures will be able to consult it for this purpose.

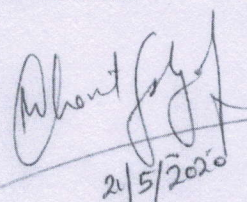

ACCOUNT HOLDER

NAME APARAJITA GANGOPADHYAY
ADDRESS A-17/5 GOA UNIVERSITY QUARTERS GOA UN
IVERSITY TALEIGAD PLATEAU GOA
TOWN/CITY PANAJI GOA POSTCODE 403206
COUNTRY INDIA
TELEPHONE 91-9422970995 FAX 91-8322451184
E-MAIL aganguly@unigoa.ac.in

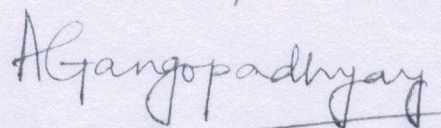
BANK

BANK NAME STATE BANK OF INDIA
BRANCH ADDRESS GOA UNIVERSITY COMPLEX BRANCH
TOWN/CITY PANAJI GOA POSTCODE 403206
Country INDIA
ACCOUNT NUMBER 10664494239
SWIFT CODE SBININBB36G
IBAN

BANK STAMP + SIGNATURE of BANK REPRESENTATIVE
(Both Obligatory)(1)


21/5/2020


DATE + SIGNATURE of ACCOUNT HOLDER:
(Obligatory) 20/05/2020



GOA UNIVERSITY
Directorate of International Cooperation and Exchange

FINANCIAL IDENTIFICATION
for Erasmus beneficiaries

This information is to be stored in the International Office's accounting records for use in its payment procedures.
International Office's staff carrying out such procedures will be able to consult it for this purpose.

ACCOUNT HOLDER

NAME	P K SUDARSAN	
ADDRESS	PROFESSOR	GOA BUSINESS SCHOOL
	GOA UNIVERSITY	GOA
TOWN/CITY	PANAJI	POSTCODE 403206
COUNTRY	INDIA	
TELEPHONE	8669609135	FAX
E-MAIL	sudha@unigoa.ac.in	


BANK

BANK NAME	STATE BANK OF INDIA	
BRANCH ADDRESS	GOA UNIVERSITY BRANCH	
TOWN/CITY	PANAJI GOA	POSTCODE 403206
Country	INDIA	
ACCOUNT NUMBER	10664501655	
SWIFT CODE	SBININ88366	
IBAN		

BANK STAMP + SIGNATURE of BANK REPRESENTATIVE

(Both Obligatory)(1)

Signature
19/5/2020



DATE + SIGNATURE of ACCOUNT HOLDER :

(Obligatory)

P.K SUDARSAN

Signature

FINANCIAL IDENTIFICATION

for Erasmus beneficiaries

Annex VIII (iii)

Information is to be stored in the International Office's accounting records for use in its payment procedures.
International Office's staff carrying out such procedures will be able to consult it for this purpose.

ACCOUNT HOLDER

NAME

RAHUL TRIPATHI

ADDRESS

A-17 III GOA UNIVERSITY FLATS

TALEIGAO PLATEAU GOA

TOWN/CITY

GOA

POSTCODE

403206

COUNTRY

INDIA

TELEPHONE

91-9822126981

FAX

E-MAIL

ymt@unigoa.ac.in

BANK

BANK NAME

STATE BANK OF INDIA

BRANCH ADDRESS

GOA UNIVERSITY BRANCH

TALEIGAO PLATEAU

TOWN/CITY

GOA

POSTCODE

403206

Country

INDIA

ACCOUNT NUMBER

10664501940

SWIFT CODE

SBININBB366

IBAN

BANK STAMP + SIGNATURE of BANK REPRESENTATIVE

(Obligatory)(1)

DATE + SIGNATURE of ACCOUNT HOLDER

(Obligatory)

Rupathi

2/5/20

GOA UNIVERSITY
Directorate of International Cooperation and Exchange

FINANCIAL IDENTIFICATION
for Erasmus beneficiaries

This information is to be stored in the International Office's accounting records for use in its payment procedures.
International Office's staff carrying out such procedures will be able to consult it for this purpose

ACCOUNT HOLDER

NAME KOSHY THARAKAN

ADDRESS F3 BELLE VUE APARTMENTS MAIN STREET

NAGALI HILLS COLONY DONA PAULA GOA

TOWN/CITY DONA PAULA GOA STATE POSTCODE 403004

COUNTRY INDIA

TELEPHONE 9428825995 FAX

E-MAIL koshy@unigoa.ac.in

BANK

BANK NAME STATE BANK OF INDIA

BRANCH ADDRESS GOA UNIVERSITY

TOWN/CITY TALEIGAO PLATEAU POSTCODE 403206

Country INDIA

ACCOUNT NUMBER 10664497831

SWIFT CODE SBININBB366

IBAN

BANK STAMP + SIGNATURE of BANK REPRESENTATIVE

(Both Obligatory)(1)

Signature of Bank Representative
19/5/2020

DATE + SIGNATURE of ACCOUNT HOLDER:

(Obligatory)

Signature of Account Holder
19th May 2020

Annex IX - Internal reporting forms.

General reporting documents and templates as well as instructions for operational & financial reporting can be found on the following page:

https://eacea.ec.europa.eu/erasmus-plus/beneficiaries-space/capacity-building-in-field-higher-education-2019_en

The **internal Reporting forms** will be based on the information provided in general reporting documents. The forms will be communicated to the beneficiary **via project management web site** **<https://universityofdeusto.teamwork.com>** before intermediate and final reports.

Annex X - Management of project and consortium decision making.

The project was especially designed to enlist the active involvement of all consortium members to capitalise on the strengths of each participant. Taking into consideration the dimension of the Consortium, different academic profile of the universities and complex needs for the academic co-ordination and administrative management, the multi-level distributed project management structure shall be developed.

Composition of Consortium

In accordance with the project proposal and geographical distribution, the Consortium consists of **5 EU and 14 Indian partners**. Following the approach described in the proposal and CBHE priorities, 4 Strategic Lines (SLs) will be developed along the duration of the project to engage Partner Country (PC) institutions in Curriculum Internationalisation. These institutions will progressively acquire the knowledge, tools and skills to achieve Internationalisation of their own institutions.

The 4 Strategic Lines in which Curriculum Internationalisation will be built are:

- SL1. Internationalisation of Curriculum – Why and what for?
- SL2. Profiles of Global Professionals and Citizens
- SL3. Internationally Open Teaching and Learning
- SL4. Globally-recognised innovation in assessment practices

The structure underpinning this project is as follows:

- During each General Meeting, PC institutions will participate in Training Seminars on each of the Strategic Lines. These seminars will be designed and developed by EU partners. The content of the seminars will be broad/generic enough to assure each PC institution is able to adapt and apply it to their specific needs.
- After these meetings, representatives of PC institutions that took part on them will train staff at their own institution and will develop a workshop proposal on the corresponding Strategic Line to be revised by EU partners.
- Once approved by EU partners, the workshop will be implemented locally.

This methodology will allow PC institutions to design their own Strategic Curriculum Internationalisation Plan and advance towards modernisation of Higher Education in their region.

Management structure of the project

Management activities and responsibilities are distributed across the partners, with special emphasis on the balance between EU and PC institutions. The project management structure is as follows:

Steering Committee (SC)

Steering Committee will be the management body responsible for **decision making and academic coordination** of the project. The consortium set up the Steering Committee at First General Meeting. It will consist of one representative per institution participating in the project (contact persons) with a proper mandate to negotiate on behalf of his/her institution.

Steering Committee **functions** are observation, coordination of strategic and tactical aspects of the project, coordination of the opinions among the different consortium members, and the resolution of debatable issues in case of divergent opinions. The Steering Committee acts individually and collectively as a vocal and visible project champion throughout their representative organizations. Steering Committee Members (contact persons) are also responsible for the allocation of functions among personnel at their institutions, and for implementation of the activities, monitoring of the progress and results of the local teams and collaboration with stakeholders.

In order to assure efficient use of economic resources, Steering Committee meetings will be celebrated, whenever possible, along with General Meetings.

Quality Assurance Board (QAB)

Quality Assurance Board will be responsible of **assuring and assessing quality** of the outputs and deliverables developed along the project. This body will be set up at First General Meeting and will consist of representatives from the SC participating in the project. The members of the QAB must have the necessary background and experience on the SLs to assess the outputs of the project.

QAB will develop and implement the **Quality Assurance and Monitoring Plan**, a document to assure continuous and multi-component quality control of the project, engage project participants in these tasks and provide support to PC beneficiaries by solving doubts.

In order to assure efficient use of economic resources Quality Assurance Board meetings will be celebrated, whenever possible, along with General Meetings.

Decision making

For on-going project management and timely decision, making special **project management web site** will be implemented (<https://universityofdeusto.teamwork.com>).

The project management web site is based on the TeamworkPM platform - one of the leading project management platforms offering wide range of the project tools including task, milestones, messages, mails, files, time, notebooks, risks, calendar and people. Besides that, different ways of communication between Steering Committee and Quality Assurance Board, including telephone calls, e-mails, and Skype conferences, will be used.

For the decisions approval (normally, during the summing up of the General Meeting) no less than two-thirds of the Steering Committee Members shall constitute a quorum. Decision-making will be by qualified majority (greater than 66%) among the present Members (one vote per member). In case that the Coordinator has profound objections concerning the compliance of a taken decision with the grant agreement or the legal basis of the Erasmus+ programme, the decision shall be frozen until the Coordinator will have clarified the matter with the Executive Agency. In case that no compliance should be asserted the decision will be cancelled.

Organisation and logistic of the General Meetings

The project foresees **five General Meetings** in different locations including EU member States and India. Taking into consideration the dimension of the Consortium and geographical locations, in order **to organise Meetings in effective and efficient way**, the Coordinator will provide **centralised technical, organisational and logistic support and management for the Travel Costs and Costs of Stay**.

The Coordinator, in close cooperation with the host partner institution, will prepare the venue and technical support of the meeting. In every individual case, the venue can be provided by host institution or rented in the hotel.

Normally, flight tickets, hotel and meals are booked and paid directly by the Coordinator and its agent "Carlson Wagonlit Travel" for all participants. For this reason, participants will be asked to send information on preferred flights and personal data (copy of passport or international travel document) to the Coordinator. After the confirmation of the offered flight by the participant, electronic ticket will be issued by the agent and sent to the person travelling. Visa and medical insurance are responsibilities of the participants and will be reimbursed separately (within Travel Costs heading).

The expenses for each meeting will be calculated for the whole group of participants.

Travel costs - The flights and other means of transport will be chosen in accordance with distance and related unit costs. The use of cheapest means of travel (e.g. Economy tickets for air travel) will be applied.

Costs of stay - Hotel package (accommodation, meals, hire of premises for meetings, etc.) will be chosen in accordance with number of meeting days respecting the unit costs for the Costs of Stay.

The saving/loss of the travel costs and costs of stay will be calculated for each participant and redistributed for the whole group.

The difference between unit costs and real costs of each trip - **remaining sum** - will be distributed among meeting participants in order to cover "**per diem**" (additional meals, transportation from/to airport, local transportation, etc.).

Meetings will be jointly prepared by the Coordinator and the Partner hosting the meeting. The Coordinator will calculate the budget of the meeting in order to ensure that all expenses are covered for each participant. In case of insufficient funds, the dates and/or places of the meeting will be reconsidered.

ANNEX XI – Confirmation on the copies of the documents

The undersigned, on behalf of Goa University (India), hereby confirms that **all copies of documents** with respect to the “Resources for Internationalisation of Higher Education Institutions in India - RISHII” project (GRANT AGREEMENT 2019-2136/001-001, project reference number 6609906-EPP-1-2019-1-ES-EPPKA2-CBHE-JP) **to be sent along the project by Goa University to the project coordinator University of Deusto**, either by electronic or other means (including photocopies or facsimiles, scan copies, etc.) **correspond to faithful copies of original documents** that are kept at the Administrative offices of Goa University and **have to be considered as certified copies of originals** for the Goa University.

This confirmation is issued for the purposes of the audit of the “Resources for Internationalisation of Higher Education Institutions in India (RISHII)” project with reference number 6609906-EPP-1-2019-1-ES-EPPKA2-CBHE-JP.

Name: Prof. Y.V. Reddy

Position : Registrar

Date: 22/05/2020

Place:

Signature: 
REGISTRAR
GOA UNIVERSITY
TALEIGAO GOA
403 206

Stamp:

ANNEX XII – INFORMED CONSENT FOR THE USE OF IMAGES IN THE FRAMEWORK OF THE RISHII PROJECT

(This document has to be signed by each person participating in the project)

PROJECT: RISHII (project number 609609) Resources for Internationalisation of Higher Education Institutions in India

RESPONSIBLE: University of Deusto

Email: dita@deusto.es

Postal address: Avenida de las Universidades, 24. 48007 Bilbao (Spain)

Data manager: dpo@deusto.es

PURPOSE: RISHII project aims at contributing to the modernisation of Indian Higher Education through equipping Indian Higher Education Institutions with procedures, tools, human resources and continuous professional development mechanisms necessary for Curriculum Internationalisation. In order to achieve this general objective and comply with the project results, the University of Deusto, as project coordinator, will organize a series of meetings, workshops and other events (both face to face and online) that may be recorded and pictures may be taken.

USE OF THE IMAGES/DATA: The recordings and pictures of the meetings, events and workshop may be:

- Published for dissemination purposes in the framework of the RISHII project (project website, Education, Audiovisual and Culture Executive Agency website, European Commission website, institutional websites of the project partners and social networks).
- Used as a proof of the activities carried out in the project. This means that the recording will be sent to the funding institution (European Commission) as part of the reporting documents.

TRANSFER TO THIRD PARTIES: The recordings and images will be shared with the European Commission and the Education, Audiovisual and Culture Executive Agency as funding institution and programme manager respectively, with the purposes mentioned in the previous section.

VOLUNTARY PARTICIPATION: Your attendance and participation in the workshops, meetings and events is voluntary and you may decide not to participate at any moment by informing the Paula Sánchez paula.sanchez@deusto.es.

STORAGE: The images and recordings will be stored until the person concerned unsubscribes from this specific service.

SECURITY: All data will be treated confidentially and will be subject to appropriate technical and organizational safety measures to prevent alteration, loss, unauthorised processing or access.

SIGNATURE OF THE INFORMED CONSENT

I voluntarily accept to participate in the aforementioned events and I confirm I have read the information provided regarding the use of the images that will be taken and/or recorded during the sessions.

1. Koshy Tharakan

2. Aparajita Gangopadhyay

3. P.K. Sudarshan

4. Rahul Tripathi

DATE: 22 May 2020

