

Partnership Agreement

This Partnership Agreement is made on the 7th of November, 2016, in Romania by and amongst the following institutions:

Agrupamento de Escolas Dr. Serafim Leite, Portugal represented for the purposes of signature of this Agreement by Fátima Pais, as General and Country Coordinator of the project Digital Green with the number 2016-1-PT01-KA219-022939_1,

IES IPAGRO, Spain, represented for the purposes of signature of this Agreement by Marta Pérez Madrid, as Country Coordinator of the project Digital Green with the number 2016-1-PT01-KA219-022939_2;

OŠ Toma Brejca, Slovenia, represented for the purposes of signature of this Agreement by Iztok Škof, as Country Coordinator of the project Digital Green with the number 2016-1-PT01-KA219-022939_3;

SCOALA GIMNAZIALA NR.1 UNGURENI, Romania, represented for the purposes of signature of this Agreement by Ovidiu Adrian Enacache, as Country Coordinator of the project Digital Green with the number 2016-1-PT01-KA219-022939_4;

Darıca Öğretmen Füsün Erdemir Mesleki ve Teknik Anadolu Lisesi, Turkey, represented for the purposes of signature of this Agreement by Gülay Karaman Siner, as Country Coordinator of the project Digital Green with the number 2016-1-PT01-KA219-022939_5;

SOU Lyuben Karavelov, Bulgaria, represented for the purposes of signature of this Agreement by Svetla Ivanova, as Country Coordinator of the project Digital Green with the number 2016-1-PT01-KA219-022939_6;

That have agreed on the following:

1. Subject matter of the agreement

This Partnership Agreement was established in relation to the project Digital Green KA2 Erasmus+ programme with the number 2016-1-PT01-KA219-022939. This Partnership Agreement does not refer to any individual contract made between the entities/schools and their Erasmus + national agencies.

2. Duration

This Partnership Agreement has the duration of 2 years, starting on the xx of xxx, 2016 and ending on the xx of xx, 2018.

3. Decision making

Each Partner shall have an equal voice in the management of the Partnership. Where possible, a consensus will try to be achieved. In case there is the need to vote on any issue, the decision will be carried out by a majority vote. In the event of a tie, the Project Coordinator has the casting vote.

4. Communications

The partners will communicate *at least once a month*. These communications can have the following forms:

a) Virtual meetings

- A draft agenda for virtual meetings will be sent by the project coordinator out a week in advance and each partner should let him know whether or not they have additional items.
- Notes of these meetings will be sent after 48 hours of the meeting by *the project coordinator*.
- All partners are expected to attend the virtual meetings and where possible send the same representative each time to ensure continuity.

b) Email

All the emails sent by any partner should be answered in 3 working days.

5. Problems solving

Where there is a conflict, dispute of difference within the partnership, in the first place the project coordinator will try to solve the matter. If there is still no solution, then, a third party – the headmistresses of the schools – will be involved.

6. Duty of information

All partners should send the information required by the project coordinator in the agreed deadline. If there is no deadline, the information must be given in 5 working days.

7. Openness and transparency

Partners will adopt the principles of openness and transparency in all aspects of this project: implementation and communication. This means that they will share information in a timely and accurate manner; will raise issues and problems as soon as possible and work creatively and constructively to find a solution and that we will raise questions and queries promptly and share knowledge and expertise.

8. Sharing good and best practice

Recognizing that each partner has something to give but also something to receive from the partnership, partners will share learning through identifying good and best practice. Each partner will be encouraged to adopt best practice that they see elsewhere and to share examples widely within the partnership for the benefit of everyone.

9. Commitment to high standards and continuous quality improvement

9.1- Partners are committed to delivering high quality services and will work to ensure continuous quality improvement of our service provision. This means that they will set and expect high standards which will be monitored. There must be each other support to develop our collective standards and where appropriate challenging but realistic quality improvement targets will be set.

9.2- External inspection should be welcomed as an opportunity to verify internal quality assurance and quality improvement standards.

10. Commitment to flexibility

As a new partnership there is the acknowledge that there is much to learn from each other and that there may be times when things do not go according to plan or to expectations. Partners ought to, therefore, be flexible in terms of how to operate and be prepared to make changes, often at short notice. They should also demonstrate their commitment to flexibility in terms of relationships with each other and will endeavour to learn about the different constraints placed on each of the organisations and how to operate in order to overcome problems.

Agrupamento de Escolas Dr. Serafim Leite

IES IPAGRO

(Fátima Pais)

(Marta Pérez Madrid)

OŠ Toma Brejca

Scoala Gimnaziala nr.1 Ungureni

(Iztok Škof)

(Ovidiu Adrian Enacache)

Darıca Öğretmen Füsun Erdemir Mesleki ve
Teknik Anadolu Lisesi

SU Lyuben Karavelov

(Gülây Karaman Siner)

(Svetla Ivanova)