

Training contract

Both parties,

EFAEP

European Federation of Association of Environmental Professionals
31, rue du Commerce, 1000 Bruxelles

The employer represented by the President of EFAEP

The below-mentioned “EFAEP”

And

Name – address

Born in on

The below-mentioned “trainee”

Have agreed upon the following:

1. The trainee is recruited from until ... to gain experience and knowledge at the EFAEP Office Brussels. The daily training period is 7 hours.
2. The trainee receives a monthly expense allowance of € 500, which will be transferred to his account at the end of the month. The holiday entitlement is ... days, to be arranged in advance.
3. EFAEP is within his internal possibilities bound by contract to give to the trainee the required knowledge and experience by assigning one or more qualified persons. After the completion of the traineeship, the trainee will receive a certificate with the duration and kind of occupation and if wished, judgements of his conduct and work.
4. The trainee is obliged to fulfil his practical training conscientiously, to follow the instructions given to him by the assigned persons and to follow the accident prevention regulations as well as other company regulations.
5. EFAEP should be notified of every absence. In case of illness of more than two days a doctor's certificate has to be send to EFAEP within four days.
6. The training contract ends at the above mentioned date without notice. During the first four weeks of the occupation, which is the probationary period, both parties can end the contract immediately without justifications. After this period the trainee can only end the contract at one week's notice, in written and with justification. Both parties have the right to an exceptional notice on important grounds.
7. The trainee has to show discretion with regard to any facts, information, documents or other material, which are communicated to him or come to his knowledge in the performance of this contract, even after the end of the training.
8. Any further provision must be put down in writing. Provisions in any other form as for example oral agreements are not valid.

Brussels, nn.nn.2005

Dominique Bernard
President of EFAEP

(name of trainee)