



**AGREEMENT No. \_\_\_\_WBL**  
**on providing WBL placement for Ogre Technical School's student**

Ikšķiles novads, Tīnūžu pagasts

\_\_\_\_\_  
(date)

**Ogre Technical School**, Reg.no \_\_\_\_\_, (hereinafter—"the Technical School"),  
represented by Headmistress \_\_\_\_\_ who acts on the basis of Technical School's  
Regulations and

\_\_\_\_\_ (hereinafter—"the Company")  
on the basis of \_\_\_\_\_ represented by the authorised

signatory \_\_\_\_\_ (position, name,  
surname)

and the Technical School's student \_\_\_\_\_, Identity No \_\_\_\_\_, (hereinafter—  
"the Student"), hereinafter jointly referred to as "the Parties" enter into this Agreement  
(hereinafter—"the Agreement").

### **I Subject of the Agreement**

The Parties agree on providing students' work-based learning placement (hereinafter – "practice placement") for the profession of \_\_\_\_\_ in the Company, address: \_\_\_\_\_, from \_\_\_\_\_, according to the Terms of the Agreement, rights and obligations of the Parties and the practical training program.

### **II Parties rights and duties**

#### **2.1. The Technical School shall:**

2.1.1. Provide Student's previous theoretical professional training; provide instruction into general work safety regulations (labour rights, work safety, sanitary-hygienic, and fire safety). It shall duly inform the Student on the duties and rights during the practice placement.

2.1.2. Assign a supervisor from the Technical School to coordinate and monitor the progress of the practice placement.

2.1.3. Develop a work-based learning programme; ensure that the supervisor appointed by the Company receives this programme. The Technical School shall evaluate Student's performance and the practice placement.

2.1.4. Should there be any conditions established that threaten the health or the life of the Student at the workplace during the practice placement, the Technical School reserves the right to recall the Student from the practice placement, after notifying the Company, until such circumstances have been corrected. In such a case, the practice placement can be changed if the Parties agree to it, in writing.

2.1.5. The Technical School shall only accept the Student's practice overview once it has been signed by an authorised person of the Company, and by the supervisor from the Technical School.

2.1.6. Provide the Student with insurance during the practice placement.

## **2.2. The Company shall:**

2.2.1. Provide a practice placement for the Student in accordance with the programme, the standard of the profession, and the work safety rules.

2.2.2. Appoint a supervisor for the Student's training who shall be responsible for leading the Student's work and provide consultation according with the practice programme. The supervisor shall have a document certifying his/her carpenter's education (the document is to be attached to the Agreement.)

2.2.3. Instruct the Student on the Company's internal rules of procedures, work safety techniques and occupational hygiene requirements, work safety regulations, and fire safety regulations.

2.2.4. Issue appropriate materials, equipment, work clothes, and any special equipment necessary to carry out the work.

2.2.5. Record the work done by the Student, prepare the skill assessment of the Student, and confirm the overview of the Practice placement and the entries in the practice diary.

2.2.6. Provide the Student only with work that corresponds with the aims of the practice placement.

2.2.7. Notify the Technical School in case the Student does not comply with the Company's internal rules of procedure and work safety rules and/or other requirements, and to inform the Technical School immediately about any workplace accidents the Student has been involved in at the practice placement. When necessary, the Company shall disallow the Student to continue the practice and notify the Technical School.

2.2.8. The Company has a right to refuse to comply with the duties set herein, notifying the Technical School thereon, if the Student repeatedly does not follow the rules of the Company for performing the work, the internal rules or work safety rules at the practice placement.

## **2.3. The Student undertakes:**

2.3.1. To perform the tasks set in the practice placement programme and to follow the Company's internal rules of procedure. To carry out high-quality work within the Company's set deadlines, to fulfil the supervisor's directions, and to observe work safety regulations. To treat the workplace equipment with care, not to disclose any commercial information, to prepare the practice placement documents (to fill in the practice placement diary, to prepare the overview of the practice placement) and submit them to the Technical School within the set deadline.

2.3.2. To immediately notify the Company and the Technical School in case of non-attendance and the reasons for non-attendance.

2.3.3. To inform the Technical School about the Company's failure to comply with the terms of the Agreement.

2.3.4. The Student has the right not to carry out the assigned work during the practice placement if the work conditions pose a threat to himself/herself or to other people's health and life. The Company and Technical School shall be notified immediately.

## **III Additional terms**

3.1. Shall either Party wish to terminate the Agreement in the event of non-compliance, the fact of non-compliance shall be noted in a written form, and the other Parties shall be notified, in writing, at least five (5) working days in advance of the unilateral termination of the Agreement.

3.2. Any dispute related to the Agreement obligations shall be resolved by negotiation between the Parties. Should the Parties be unable to reach an agreement by negotiation then the disputes shall be resolved in the court in compliance with the laws and regulations of the Republic of Latvia.

3.3. Any amendments to the Agreement shall be valid only if they are submitted in writing and signed by the Parties.

3.4. The Agreement enters into force on the day the last Party has signed it.

3.5. The Agreement has been drafted in 3 (three) copies on three (3) pages, each Party holding one copy.

#### IV Signatures and details of the Parties

##### Technical School

##### Company

\_\_\_\_\_  
(position, name, surname, signature)

\_\_\_\_\_  
(position, name, surname, signature)

##### Student

\_\_\_\_\_  
Identity No: \_\_\_\_\_  
Phone \_\_\_\_\_

##### Student's practice placement Supervisor from the Technical School

\_\_\_\_\_  
Phone: \_\_\_\_\_  
e-mail: \_\_\_\_\_

\_\_\_\_\_  
(Signature)

\_\_\_\_\_  
(Signature)

Student's practice placement  
**Supervisor** from the Company

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(name, surname)

Phone:

e-mail:

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(Signature)