



CATEGORY B - Appendix 1 to the Manual: Rules for recruitment, reporting and data collection of participants in projects financed by the European Funds for Social Development

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1. Terms:

Competencies - proven ability to use knowledge and personal, social and methodological skills in the context of professional or educational tasks and in the course of professional and individual development.

Qualification - full and partial qualifications specified in the Integrated Qualifications Register and qualifications not included in the IQR, which are important in specific environments of social or professional activity and have their own validation and certification system, should be considered qualifications.

Full qualifications - qualifications that are awarded only within the education system after completing specific stages of education and within the higher education and science system after completing specialist education, first-cycle studies, second-cycle studies and uniform master's studies and after obtaining a doctoral degree within the meaning of the Act of July 20, 2018 - Law on higher education and science.

Full qualifications are school leaving certificates or diplomas of a specific level (in this context, schools also include universities).

Partial qualifications - qualifications separated in the profession referred to in Art. 3 point 19 of the Act of September 7, 1991 on the education system; qualifications confirmed by master's diplomas and apprentice certificates issued after examinations in the professions referred to in Art. 3 section 3a art. 4 point 34 of the Act of December 14, 2016 - Education Law (Journal of Laws of 2023, items 900, 1672, 1718 and 2005), qualifications awarded after completing postgraduate studies referred to in Art. 160 section 1 art. 160 section 1 of the Act of July 20, 2018 - Law on higher education and science, qualifications awarded after completing other forms of education referred to in Art. 162 of the Act of July 20, 2018 - Law on higher education and science; qualifications awarded after completing the forms of education referred to in Art. 162 of this Act, in Art. 2 section 2 point 3, in art. 2 section 2 point 3 of the Act of April 30, 2010 on the Polish Academy of Sciences (Journal of Laws of 2020, items 1796 and 2227) and in Art. 2 section 3 point 2 in Art. 2 section 3 point 2 of the Act of April 30, 2010 on research institutes (Journal of Laws of 2022, item 498 and of 2023, item 1672), and the courses and training referred to in Art. 4 point 6 art. 4 point 6 of the Act of February 21, 2019 on the Łukasiewicz Research Network (Journal of Laws of 2020, item 2098 and of 2023, item 1672), as well as regulated qualifications, sectoral qualifications, craft qualifications and free market qualifications.

Partial qualifications are all qualifications included in the IQR that are not full qualifications. Partial qualifications can be created both within and outside education and higher education systems.

Micro-credential - They are subunits of a credential that an individual can collect to obtain a full credential or to build their own portfolio. A micro-credential is used to refer to formal education at the tertiary level. Micro credentials belong to the learner and can be shared and



transferred. They can be a stand-alone document or part of larger credentials. Any educational achievements, such as completing a course or passing a language exam, are considered micro-credentials. A certificate confirming completion of a course/training/etc. should:

- indicate learning outcomes (e.g. within formal education in Poland, learning outcomes are presented in the form of knowledge, skills and social competences),
- workload necessary to obtain a micro-credential (it may be measured by the number of transferable credits, e.g. ECTS - European Credit Transfer System or by the number of hours);
- relate to levels 6-7 of the European Qualifications Framework or the corresponding level of the relevant national framework or be at levels 4-5 and meet the criteria for ECTS credits;
- include a final examination (or other form of assessment) that results in the issuance of academic achievement immediately upon completion or as part of the recognition of prior learning upon admission;
- use reliable methods of confirming identity at the time of examination in accordance with university policy or those that are generally accepted.

A micro-credential may certify the achievement of a partial qualification if the form of support for a specific person takes into account the certification process described in the document in question.

Integrated Qualifications Register (IQR) - a public register constituting the main element of the Integrated Qualifications System established under the Act of December 22, 2015 on the Integrated Qualifications System; the register collects information on all qualifications included in the Integrated Qualifications System.

IQR Act - Act of December 22, 2015 on the Integrated Qualifications System (Journal of Laws of 2020, item 226 and of 2023, item 2005)

Implementation Act - Act of April 28, 2022 on the principles of implementing tasks financed from European funds in the financial perspective 2021–2027 (Journal of Laws 2022, item 1079)

Learning outcomes - defining what the learner knows, understands and is able to do after completing the learning (support) process, divided into categories of knowledge, skills and social competences.

Knowledge – the result of universal acceptance of information in the learning process. Knowledge consists of facts, principles, theories and practices that are related to the professional field or learning.

Skills – the ability to use the knowledge and procedures necessary to perform a task and solve a problem.



Social competences - attitudes demonstrating the learner's ability to use knowledge and skills in an autonomous and responsible manner.

2. Recruitment of project participants, acquisition of qualifications and competences.

- 2.1. In the case of programmes financed from the European Funds for Social Development, the recruitment regulations for project participants or an equivalent document are required.
- 2.2. The recruitment regulations for project participants specify in particular:
 - a. Purpose of the support offered under the project
 - b. Scope and topics of support offered under the project
 - c. Target group: characteristics of project participants
 - d. Criteria for qualifying participants for the project
 - e. Rules for providing support under the project
 - f. Requirements standard describing competences acquired as a result of support (competences are described using learning outcomes divided into the categories of knowledge, skills and social competences/attitudes).
 - g. Criteria for assessing learning outcomes after the end of support
 - h. A method of verifying learning outcomes based on adopted criteria (e.g. test, exam, interview, observation).
- 2.3. A description of standards, assessment criteria and verification methods (letters f to h above) is required. The assumptions of the recruitment to the NAWA programme provide for the acquisition of competences or qualifications by project participants.
- 2.4. If at the recruitment stage it is possible to determine learning outcomes only at a general level, the standard of requirements should be specified no later than before the participant begins the form of support.
- 2.5. Nabywanie kwalifikacji lub kompetencji musi spełnić definicje i warunki określone w niniejszym Podręczniku. The acquisition of qualifications or competences must meet the definitions and conditions set out in this Manual.
 - a. A **qualification** is a specific set of learning outcomes in the field of knowledge, skills and social competences acquired through formal education, non-formal education or informal learning, consistent with the requirements established for a given qualification, the achievement of which has been validated and formally confirmed by an institution authorized to certification. Compliance with the established requirements means that the requirements for learning outcomes (knowledge, skills and social competences) constituting a given qualification are described in the language of learning outcomes. Moreover, validation requirements should also be specified for qualifications, and the process of awarding qualifications (validation and certification) should be covered by quality assurance principles.

Describing qualifications using learning outcomes:

- allows for a transparent presentation of the knowledge, skills and social competences of qualified people;
 - allows qualifications to be referred to one of the eight levels of the Polish Qualifications Framework, and through it to the European Qualifications Framework (thus facilitating a comparison of qualifications operating on the national and international labour market).
- b. The **learning outcomes for a given qualification** should be described in a way that is understandable to people starting learning or wanting to confirm their knowledge and skills, and should be specific, clear and achievable. Furthermore, they must be measurable, observable and verifiable. When formulating expressions describing learning outcomes, it is helpful to use verbs describing activities that a person with a given qualification can perform.
- c. **Opportunities to obtain qualifications**
- In addition to full and partial qualifications included in the IQR, qualifications include those awarded in the education and higher education system and those awarded by public and local government bodies (e.g. Office of Technical Inspection) - described below.
- d. **Full and partial qualifications awarded in the education and higher education system**
- The legal basis for obtaining these qualifications is:
- Act of December 14, 2016 Education Law (Journal of Laws of 2021, item 1082, as amended),
 - Act of 7 September 1991 on the education system (Journal of Laws of 2021, item 1915, of 2022, items 583, 1116),
 - Act of July 28, 2018, Law on Higher Education and Science (Journal of Laws of 2021, item 478, as amended),
 - Regulation of the Minister of National Education of February 15, 2019 on the general objectives and tasks of education in vocational education professions and the classification of vocational education professions (Journal of Laws, item 316, as amended),
 - Regulation of the Minister of National Education of May 16, 2019 on the core curriculum for vocational education professions and additional professional skills in selected vocational education professions (Journal of Laws, item 991, as amended),
 - Regulation of the Minister of National Education of August 28, 2019 on detailed conditions and methods of conducting vocational examinations and examinations confirming vocational qualifications (Journal of Laws of 2019, item 1707, as amended),
 - Regulation of the Minister of National Education of August 30, 2019 on the conditions that must be met by a person applying for a professional diploma or a diploma confirming professional qualifications (Journal of Laws, item 1731, as amended);

- Regulation of the Minister of National Education of March 19, 2019 on continuing education in non-school forms (Journal of Laws, item 652).

e. Professional qualifications

The legal basis for obtaining qualifications or professional authorizations are acts or regulations that regulate the acquisition of qualifications in accordance with the previously mentioned conditions (validation, certification).

f. Market qualifications included in the IQR¹

Market qualifications included in the IQR are qualifications not regulated by law other than the IQR Act, which are awarded on the basis of freedom of business activity. By September 30, 2021, 147 such qualifications have been included in the Integrated Qualifications Register (including 23 from the craft area (the so-called craft market qualifications, functioning), 47 market qualifications with the status included and 77 with the status functioning, i.e. having at least one certifying institution and an external quality assurance system³. What distinguishes the qualifications included in the IQR is the level of the Polish Qualifications Framework assigned to them, which allows them to be compared with qualifications obtained in other countries by reference to the European Qualifications Framework.

g. Qualifications not included in the IQR

In addition to the qualifications listed above, there are examples of other qualifications that are important in specific social or professional environments and have their own validation and certification system. Moreover, despite the lack of regulation by the Polish state, qualifications also include certificates for which a system of validation and certification of learning outcomes at the international level has already been developed.

Such qualifications include:

1) Financial sector qualifications:

- Certified Bank Employee (Polish Bank Association, within the System of Qualification Standards in Polish Banking);
- Accounting specialist (Association of Accountants in Poland);
- Certificate in risk management (Warsaw Banking Institute);
- WIB/ACI Polska Dealer Certificate (Warsaw Banking Institute);
- Certificate in banking controlling (Warsaw Banking Institute);
- Certified Financial Consultant (Polish Bank Association, within the System of Qualification Standards in Polish Banking);
- certificates in the field of financial consulting, based on the EFPA (European Financial Planning Association) standard;
- ECB EFCB general bank certificate (EBTN/SSKBP) (Warsaw Banking Institute as an institution accredited by the European Banking and Financial Services Training Association).

2) Computer/IT qualifications:

¹ List of qualifications operating within the IQR can be found at: qualifications.gov.pl



- Computer qualification certificates;
- EPP e-UrządNIK certificate;
- European Computer Science Profession Certificate at basic level (EUCIP CORE);
- Oracle Java Certified;
- Microsoft certificates.

3) Language qualifications:

- Certificates confirming knowledge of foreign languages according to the classification “Common European Framework of Reference for Languages: Learning, Teaching, Assessment” – “Common European Framework of Reference for Languages: Learning, Teaching, Assessment”.

4) Project management qualifications:

- e.g.: Prince2 Foundation, PRINCE2 Practitioner, PMI, PMP, PMBOK.

The certificates and qualifications listed above are examples only and should not be considered a closed list.

- h. Validation** is checking whether a person applying for a specific qualification, regardless of the person's learning method, has achieved a separate part or all of the learning outcomes required for the qualification. Validation precedes certification. Validation should be carried out in an accurate manner (the learning outcomes that have been defined for a given qualification are verified) and reliable (the verification result is independent of the place, time, methods and people carrying out the validation). Validation ends with making and issuing a decision as to which learning outcomes have been confirmed and which have not.
- i. Certification** is a process by which a person applying for a specific qualification, after obtaining a positive validation result, receives a document from an authorized certifying entity confirming the award of a specific qualification. Certification takes place after validation, as a result of issuing a positive decision stating that all learning outcomes required for a given qualification have been achieved. For some qualifications, validation and certification are carried out by different entities. Certificates and other documents confirming qualifications should be recognizable and recognized in a given sector or industry.
- j. Certifying institutions**

A certifying institution should be understood as an entity that has been authorized to certify by meeting the requirements set out in the IQR Act of December 22, 2015, and, during the transitional period, also an entity that meets the basic requirements specified in the IQR Act. Certifying institutions may be, for example, universities, schools, district examination boards, training institutions, professional associations, public administration bodies.

Certifying institutions can carry out validation themselves (in such a situation, the validation and certification processes must be appropriately separated). Pursuant to Art. 47 section 2 of the IQR Act, certifying institutions may transfer the validation process to validating institutions, e.g. examination centres, training institutions with

appropriate accreditations, schools. If a validating institution is authorized to carry out validation, responsibility for the properly conducted process rests with the certifying institution (Article 47(3) of the IQR Act).

To ensure an adequate quality of validation and certification, certifying institutions must ensure the separation of education and training processes from validation (Art. 63, section 3, point 1 of the IQR Act).

Information on institutions certifying persons accredited by the Polish Centre for Accreditation can be found on www.pca.gov.pl (tab: accredited entities/units certifying persons). The list of accredited certification bodies is also available on the website of the Main Council of Research Institutes (tab: Accredited Laboratories/List of accredited certification bodies).

The list of institutions authorized to certify market qualifications granted by the minister responsible for a given qualification, in accordance with the Act on IQR, can be found on the website of the Integrated Qualifications Register: kwalifikacje.gov.pl.

- k. **If the form of support for a specific person does not take into account the certification process (described above), such a person acquires competences.**
- l. A **competence** is a separate set of learning/education outcomes that have been checked in the validation process in a manner consistent with the requirements established for a given competence, relating in particular to the learning outcomes that constitute it.

Confirmation of the acquisition of competences should include the following four stages:

- 1) **STAGE I - Scope:** defining the target group to be supported within the application and selecting the thematic scope of support.
- 2) **STAGE II - Pattern:** the standard of requirements specified in the regulations and before the start of the forms of support, i.e. the learning outcomes that the Participants will achieve as a result of the activities carried out (along with information on the criteria and methods of verifying the outcomes).
- 3) **STAGE III - Assessment:** carrying out verification based on the criteria described in the model (stage II) after the end of support provided to a given person, while maintaining the separation of functions between the education and validation processes (e.g. validation is carried out by an external entity in relation to the training institution or in one training institution, the validation is conducted by a person other than the education process).
- 4) **STAGE IV - Comparison:** comparison of the results obtained in stage III (assessment) and the adopted requirements (learning outcomes defined in stage II) after the end of support provided to a given person. Acquisition

of competences is confirmed by obtaining a document containing detailed learning outcomes relating to the acquired competence.

- m. As a rule, it is required that in programmes requiring any acquisition of competences or qualifications, at least 80% of the participants covered by support obtain competences or qualifications. The percentage of participants obtaining qualifications or competences may be different than the above unless the Recruitment Announcement states otherwise.
- n. **Checklist** to verify whether a given document can be considered as confirming a qualification (not included in the Integrated Qualifications System)/competence for the purposes of measuring ESF+ monitoring indicators regarding obtaining qualifications.

Question	YES	NO
I. Qualifications recognized on the market		
1. Is the issued document a confirmation of obtaining professional qualifications?		
2. Was the document issued by public authorities or professional self-government bodies on the basis of an act or regulation?		
3. Does the document confirm qualifications to perform the profession in a given position (so-called position qualifications) and is it issued after validation?		
4. Does the document confirm obtaining a qualification recognizable and recognized in a given industry/sector (has the certificate received positive recommendations from at least 5 employers of a given industry/sector or an industry association bringing together employers of a given industry/sector)?		
5. Is the document a certificate for which a system of validation and certification of learning outcomes at the international level has been developed?		
If at least one of the answers is <u>affirmative</u> , the document may be considered as confirming <u>qualifications</u> .		
If none of the above questions are answered in the affirmative, go to point II.		
II. Conditions enabling a given document to be recognized as confirming the acquisition of competences		
1. Does the document confirm the acquisition of competences include a		

description of the learning outcomes ² ?		
2. Does the document confirm that validation was carried out based on the verification criteria defined in the learning outcomes?		
3. Does the document confirm the use of solutions ensuring the separation of education and training processes from validation ⁷ ?		
<p>If the answer to <u>each</u> of the above questions from Part II of the list is <u>affirmative</u>, the document may be considered as confirming acquisition of competences.</p>		

2.6. Criteria for qualifying participants for the project

- 2.6.1 A Project participant must meet the eligibility criteria entitling them to participate in the Programme and the NAWA Beneficiary's project.
- 2.6.2 The eligibility criteria for participation in the Programme are set out in the Programme Announcement.
- 2.6.3 Depending on the objectives and rules of the Programme contained in the Announcement, a participant in the programme and project may be a person classified to one of the following groups:
- 1) foreign student,
 - 2) foreign doctoral student,
 - 3) domestic student,
 - 4) domestic doctoral student,
 - 5) representative of domestic or foreign teaching or academic staff,
 - 6) representative of domestic or foreign scientific staff
 - 7) representative of domestic or foreign administrative staff.
- 2.6.4 A participant of the programme and project may be a person who has provided their personal data required for providing support and confirmed belonging to the target group (by submitting appropriate documents and declarations).

3. Collecting data of project participants

- 3.1. The number of project participants is one of the obligatory indicators in the programme and project and is reported to NAWA in partial/final reports.

² Each learning outcome should be briefly described and clarified by verification criteria. Each learning outcome usually has several verification criteria. Verification criteria are the actions that a person should perform during verification to prove that he or she has the required learning outcomes. The criteria describe exactly what the document confirms. Individual learning outcomes should be: - clear; - beyond doubt, allowing planning and carrying out validation, the results of which will be comparable; - real - achievable by people for whom a given competence is intended; - verifiable during validation; - understandable to people potentially interested in the competence.

- 3.2. Before a person participating in the project receives support, they are obliged to provide their personal data and submit declarations confirming the fulfilment of the eligibility criteria in a given Programme.
- 3.3. Personal data and other information are provided by the project participant using the personal data form after reading the information clauses regarding the processing of personal data contained in the Manual.
- 3.4. In situations requiring or practiced to do so, the NAWA Beneficiary may additionally conclude agreements with project participants, e.g. in the case of providing support/scholarship for implementation of studies.
- 3.5. The NAWA Beneficiary is obliged to collect the originals of the above-mentioned documents of project participants.
- 3.6. After completing the project, the NAWA Beneficiary is obliged to provide all originals of the above-mentioned documents to NAWA, no later than 7 days after submitting the report in the NAWA system.
- 3.7. Moreover, at the written request of NAWA, the NAWA Beneficiary is obliged to provide NAWA with the original documents of the project participants earlier than after the completion of the project (e.g. in the case of an inspection at NAWA).
- 3.8. The NAWA Beneficiary is obliged to obtain the above-mentioned documents no later than on the first day of the person's participation in support (e.g. on the first day of training, on the first day of departure to another country, first day of studies at university, etc.).
- 3.9. Original documents may be in paper form (documents signed by hand by a project participant) or electronic: documents electronically authorized by the participant (documents that have been a collection saved in electronic form from the beginning of the existence).
- 3.10. Characteristics of the above-mentioned forms of collecting and archiving participants' documentation are included in the Manual in point RULES CONCERNING THE DOCUMENTATION OF THE PARTICIPATION OF PARTICIPANTS IN PROJECTS IMPLEMENTED UNDER PROGRAMMES FOR INSTITUTIONS.

4. Reporting data of project participants

- 4.1. Data reporting of project participants is made when submitting reports for the period specified in the Recruitment Announcement, using a dedicated electronic form in the NAWA IT System.
- 4.2. The form is a database of participants in projects financed by the European Funds for Social Development. The form is submitted each time together with the report on the implementation of the NAWA Beneficiary's project.
- 4.3. To start preparing the form containing data about Project Participants, log in to the system <https://programs.nawa.gov.pl/login> and select the appropriate document to complete in the project folder.
- 4.4. The form is divided into three sections - Project information, Institution data and Participant data.
- 4.5. Project information



- 1) The section contains information about:
- 2) NAWA project selected in a non-competitive manner and constituting a source of financing for the Programme (the European Funds for Social Development);
- 3) NAWA Beneficiary's project reference number;
- 4) the NAWA Beneficiary does not complete the part. The information is completed automatically.

4.6. Details of the institution receiving support (NAWA Beneficiary)

- 5) In the case of a NAWA Beneficiary, the following data is collected:
 - basic data (name of the institution, NIP number, type of institution) contact details (country, voivodeship, powiat, commune, town, postal code, area of residence according to the DEGURBA degree of urbanization, contact telephone number, e-mail address)
 - details of support (starting and ending date of participation in the project, date of starting participation in support, whether the institution's employees are supported, scope of support, type of support granted)
- 6) Please complete the data in accordance with the fields specified in the form. The date of commencement of participation in the project is the date of signing the agreement with NAWA. The start date of participation in support is the date of commencement of participation in the project. The end date of participation in the project is entered only at the end of the project implementation by the NAWA Beneficiary.

4.7. Data of project participants

- 1) participant's data (citizenship, type of participant, name of the institution, name and surname, PESEL number, age at the time of joining the project, gender, education)
- 2) contact details (country, voivodeship, district, commune, town, postal code, area of residence according to the DEGURBA degree of urbanization, contact telephone number, e-mail address)
- 3) support details (start and end date of participation in the project, start date of participation in support)
- 4) status on the labour market at the time of joining the project, planned date of completion of education at the educational institution where support was used,
- 5) project participant status when joining the project (belonging to a national or ethnic minority, migrants, foreign origin, homelessness and housing exclusion, disability);
- 6) situation after the end of participation in the project, including: termination of the person's participation in the project in accordance with the participation path planned for them, acquired competences/qualifications, scope of support, type of support received, date of establishing a business)

- 7) participant status after leaving the project (a person looking for a job, undertaking education or training, obtaining qualifications, working or self-employed), it is verified within 14 days from the end of support in the project.
- 4.8. Data is entered after the participant starts the first form of support under the project. A necessary condition for entering personal data of a project participant is to obtain documents confirming their eligibility.
- 4.9. In the opened "Data of participants participating in the project" window, complete the information in accordance with the fields specified in the form.
- 4.10. The date of commencement of participation in the Project is, as a rule, the date of signing the Declaration of Joining the Project by the participant. The support start date is the first day of participating in a given form of support. The start date of participation in the project cannot be later than the start date of participation in support.
- 4.11. One should not enter the details of people who signed the Declaration but did not participate in any form of project support.
- 4.12. The end date of participation in the Project is the day of termination of the project participant's participation in project support in accordance with the project assumptions or the day of premature leaving the Project (i.e. interruption of participation in the project before the end of the forms of support planned for it).
- 4.13. Each participant is entered once into a dedicated form. The data of individual participants is updated in the "Participant data" section, by overwriting the data and completing subsequent forms of support.
- 4.14. After creating the form, you can add additional participants using the (+) button.
- 4.15. At any time you are working on the form, you can save it and continue working at another time. To do this, use the Save draft button available at the bottom of the screen.
- 4.16. Using the "Submit" button will send the form to NAWA.
- 4.17. The data provided in the electronic form is validated, missing data or incorrectly completed information will prevent the form from being sent to NAWA.
- 4.18. After returning to editing, messages in the form will indicate missing or incorrect data.
- 4.19. Additionally, error messages may appear when completing a given field (ongoing).
- 4.20. The categories of personal data transferred and collected and their dictionary definitions are presented in the table below.
- 4.21. When project participants submit data, they should be instructed on the dictionary definition of the data category being transferred.
- 4.22. As a rule, projects for institutions do not include unemployed or homeless participants. Therefore, the NAWA beneficiary should analyse every situation in which the participant indicates the status of an unemployed or long-term unemployed or homeless person when submitting data.
- 4.23. Attention should also be paid to the participant's indication of post-secondary education (ISCED 4), which is mistakenly described by the participants as upper secondary or post-primary education (ISCED level 3 - secondary schools, technical schools, basic vocational schools).



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- 4.24. The status after leaving the project, measured up to 14 days from the completion of support, is measured by the NAWA Beneficiary and reported cumulatively in a report for the period of time specified in the Announcement (reporting scheme).

Data category	Indicator name	Definition
Status on the labour market	Number of unemployed people, including the long-term unemployed, supported by the programme	<p>People who are unemployed, ready to work and actively looking for employment. The definition includes all persons registered as unemployed according to the national definition, even if they do not meet all three criteria indicated above.</p> <p>Persons eligible for maternity or parental leave who are unemployed within the meaning of the definition (not receiving leave benefits) should also be reported as unemployed.</p> <p>People actively seeking employment are people registered as unemployed or looking for work in public employment services or unregistered but meeting the above conditions. People registered as jobseekers in public employment services should be included in the indicator even if they cannot immediately take up employment.</p> <p>The status on the labour market is determined on the day of starting participation in the project, i.e. at the time of starting participation in the first form of support in the project.</p> <p>Additional information: A person of retirement age (including a person who has reached retirement age but does not receive retirement benefits) and a person receiving a pension or disability pension who is unemployed, is ready to work and is actively looking for employment should be treated as unemployed.</p> <p>Definition based on: (§18) Labor Market Policy Statistics - Methodology 2018, European Commission, Directorate-General for Employment, Social Affairs and Inclusion</p>
	Number of long-term unemployed people supported by the programme	<p>Long-term unemployed people are unemployed people who have been in the register of the district labour office for more than 12 months in the last 2 years, excluding periods of internship and vocational training for adults. The status on the labour market is determined on the day of commencement of participation in the project, i.e. at the moment of commencement of participation in the first form of support in the project.</p>
	Number of economically inactive people supported by the programme	<p>Economically inactive people are people who do not currently constitute labour resources (i.e. they are neither employed nor unemployed).</p> <p>Working people are defined as in the indicator: number of working people, including self-employed people, supported by the programme (persons).</p> <p>Unemployed people defined as in the indicator: the number of unemployed people, including the long-term unemployed, supported by the programme (people).</p> <p>The following people are considered economically inactive: - full-time students, unless they are already employed (including part-time and under a civil law contract), then they should be listed as employed</p>

		<p>- children and adolescents up to 18 years of age students, unless they meet the conditions under which they can be classified as unemployed or employed.</p> <p>- doctoral students who are not employed at a university, other institution or enterprise. If a doctoral student performs professional duties for which he or she receives remuneration or runs a business, he or she should be treated as an employed person. If a doctoral student is registered as unemployed, he or she should be included in the unemployment rate.</p> <p>The status on the labour market is determined on the day of commencement of participation in the project, i.e. at the moment of commencement of participation in the first form of support in the project.</p> <p>Definition based on: (§20) Labour Market Policy Statistics - Methodology 2018, European Commission, Directorate-General for Employment, Social Affairs and Inclusion</p>
	<p>Number of working people, including self-employed people, supported by the programme</p>	<p>Employed people are people aged 15 to 89 who: perform work for which they receive remuneration, from which they derive profits or family benefits</p> <p>people with employment or their own business, but temporarily not working (due to e.g. illness, leave, labour dispute or education or training) or people producing agricultural goods, the main part of which is intended for sale or barter.</p> <p>The following are also considered working people:</p> <ul style="list-style-type: none"> - self-employed persons, i.e. running a business or unregistered activity (defined in accordance with Article 5 of the Act of March 6, 2018, Entrepreneurs' Law), a farm or professional practice, provided that one of the following conditions is met: <ol style="list-style-type: none"> 1) A person works in his or her business, professional practice or farm to earn an income, even if the business does not make a profit. 2) A person devotes time to running a business, unregistered activity, professional practice or farm, even if no sales or services have been made and nothing has been produced (for example: a farmer carrying out work to maintain their farm; an architect spending time waiting for clients in their office; a fisherman repairing their boat or fishing nets so that they can continue working; people attending conferences, conventions or seminars). 3) A person is in the process of establishing a business, farm or professional practice; it includes purchasing or installing equipment and ordering goods in preparation for launching the business. A family member who helps unpaid is considered to be working if the work they do contributes directly to a business, farm or professional practice owned or operated by a related member of the same household. - a family member who helps a person running a business free of charge is considered a "self-employed person". - persons on maternity/parental/parental leave (the conditions of which are regulated in the Labor Code), unless they are already registered as unemployed (in which case the unemployed status takes priority), - students who are employed, also under a civil law contract, or run a business - people directed to subsidized employment. <p>Definition based on: Eurostat, Labour Force Survey (LFS).</p>

		The status on the labour market is determined on the day of starting participation in the project, i.e. at the time of starting participation in the first form of support in the project.
Age	Number of people under 18 supported by the programme	Calculations based on the PESEL number and the date of joining the project. In the case of a person who does not have a PESEL number, the data should be collected from the participant when joining the project.
	Number of people aged 18-29 supported by the programme	as above
	Number of people aged 55 and over supported by the programme	as above
Level of education	Number of people with at most lower secondary education (ISCED 0-2) supported under the programme	Persons whose highest level of education achieved is lower secondary or primary education (8 years of primary education) (ISCED level 0-2) according to the UNESCO International Standard Classification of Education, i.e. persons participating in early childhood education (ISCED 0), persons who participate or people who have completed education at the primary level the most (ISCED 1-2) and those who have completed education at the lower secondary level the most (ISCED 2), as well as people who have not achieved any level of education (ISCED 0). The degree of education obtained is determined on the day of starting participation in the project, i.e. at the time of starting participation in the first form of support in the project. Persons joining the project must be indicated only once, taking into account the highest ISCED level completed Definitions based on: ISCED 2011 (UNESCO) http://www.uis.unesco.org/Education/Documents/UNESCO_GC_36C-19_ISCED_EN.pdf
	Number of people with upper secondary education (ISCED 3) or post-secondary education (ISCED 4) supported by the programme	Persons whose highest level of education is upper secondary education - i.e. upper secondary or post-primary education (ISCED level 3) or post-secondary education (ISCED 4) in accordance with the UNESCO International Standard Classification of Education: The degree of education obtained is determined on the day of starting participation in the project, i.e. at the time of starting participation in the first form of support in the project. Persons joining the project must be indicated only once, taking into account the highest ISCED level completed. Definitions based on: ISCED 2011 (UNESCO) http://uis.unesco.org/sites/default/files/documents/international-standard-classification-of-education-isced-2011-en.pdf

	<p>Number of people with higher education (ISCED 5-8) supported under the programme</p>	<p>Persons whose highest level of education is tertiary education (ISCED level 5-8) according to the UNESCO International Standard Classification of Education, starting with completed short-cycle studies (ISCED 5), through bachelor's degrees and their equivalents (ISCED 6), master's degrees and their equivalents (ISCED 7) up to doctoral studies and their equivalents (ISCED 8).</p> <p>The degree of education obtained is determined on the day of starting participation in the project, i.e. at the time of starting participation in the first form of support in the project.</p> <p>Persons joining the project must be indicated only once, taking into account the highest ISCED level completed.</p> <p>Definitions based on: ISCED 2011 (UNESCO) http://www.uis.unesco.org/Education/Documents/UNESCO_GC_36C-19_ISCED_EN.pdf</p>
<p>Other features</p>	<p>Number of people with disabilities supported in the programme</p>	<p>Persons with disabilities are considered to be persons with disabilities in the light of the provisions of the Act of 27 August 1997 on vocational and social rehabilitation and employment of disabled persons, as well as persons with mental disorders referred to in the Act of 19 August 1994 on the protection mental health, i.e. people with an appropriate certificate or other document confirming their health status.</p> <p>Belonging to the group of people with disabilities is determined at the moment of starting participation in the project, i.e. at the moment of starting participation in the first form of support in the project.</p> <p>If disability is a criterion enabling participation in a given intervention (e.g. the target group was indicated in the funding application, project selection criteria or programme documents), data should be obtained directly from all its participants. In other cases, personal data regarding the feature does not have to be collected from individual participants. However, the indicator should be monitored even if personal data associated with it is not collected from participants. The beneficiary then uses estimates. Estimates of participants with disabilities in the total number of participants by gender should preferably be obtained using methods that can be statistically justified. If it is not possible, one should use the so-called reliable estimates (different estimation methods are described in the appendix to the Monitoring Guidelines). The chosen estimation method should be documented. Note: in a given project, only one method of monitoring the indicator may be used, i.e. estimating or collecting personal data regarding the indicator from participants.</p> <p>The rules regarding the possibility of using reliable estimates by beneficiaries in a given call for proposals are determined by the Managing Authority responsible for the programme.</p>
	<p>Number of people of foreign origin supported by the programme</p>	<p>Persons of foreign origin are foreigners - any person who does not have Polish citizenship, regardless of whether or not he or she has citizenship(s) of other countries.</p> <p>The indicator does not include people belonging to minorities, whose participation in projects is monitored by the indicator number of people belonging to minorities, including marginalized communities such as the Roma, supported by the programme.</p>

		<p>Belonging to a group of people of foreign origin is determined at the moment of starting participation in the project, i.e. at the moment of starting participation in the first form of support in the project.</p> <p>If being a foreigner (a person of foreign origin) is a criterion enabling participation in a given intervention (e.g. the target group was indicated in the funding application, project selection criteria or programme documents), data should be obtained directly from all its participants. In other cases, personal data regarding the feature does not have to be collected from individual participants. However, the indicator should be monitored even if personal data associated with it is not collected from participants. The beneficiary then uses estimates. Estimates of foreign participants in the total number of participants by gender should preferably be obtained using methods that can be statistically justified. If it is not possible, one should use the so-called reliable estimates (various estimation methods are described in the appendix to the Guidelines). The chosen estimation method should be documented. Note: in a given project, only one method of monitoring the indicator may be used, i.e. estimating or collecting personal data regarding the indicator from participants.</p> <p>Additional information: The indicator will always include people from third countries, counted in the indicator - number of people from third countries supported by the programme.</p> <p>The rules regarding the possibility of using reliable estimates by beneficiaries in a given call for proposals are determined by the Managing Authority responsible for the programme.</p>
	<p>Number of people from third countries supported by the programme</p>	<p>People who are citizens of non-EU countries. The indicator also includes stateless persons in accordance with the 1954 Convention relating to the Status of Stateless Persons and persons without established citizenship.</p> <p>Belonging to the group of people from third countries is determined at the moment of starting participation in the project, i.e. at the moment of starting participation in the first form of support in the project.</p> <p>If third-country citizenship is a criterion enabling participation in a given intervention (e.g. the target group was indicated in the funding application, project selection criteria or programme documents), data should be obtained directly from all its participants. In other cases, personal data regarding the feature does not have to be collected from individual participants. However, the indicator should be monitored even if personal data associated with it is not collected from participants. The beneficiary then uses estimates. Estimates of third-country participants in the total number of participants by gender should preferably be obtained using methods that can be statistically substantiated. If it is not possible, one should use the so-called reliable estimates (various estimation methods are described in the appendix to the Guidelines). The chosen estimation method should be documented. Note: in a given project, only one method of monitoring the indicator may be used, i.e. estimating or collecting personal data regarding the indicator from participants.</p> <p>The rules regarding the possibility of using reliable estimates by beneficiaries in a given call for proposals are determined by the Managing Authority responsible for the programme.</p>
	<p>Number of people belonging to minorities, including</p>	<p>The indicator includes people belonging to national and ethnic minorities participating in ESF+ projects.</p>

	<p>marginalized communities such as the Roma, supported by the programme</p>	<p>According to national law, national minorities are: Belarusian, Czech, Lithuanian, German, Armenian, Russian, Slovak, Ukrainian, Jewish. Ethnic minorities: Karaim, Lemko, Roma, Tatar.</p> <p>Definition developed on the basis of the Act of January 6, 2005 on national and ethnic minorities and the regional language. Belonging to a group of people belonging to a minority is determined at the moment of starting participation in the project, i.e. at the moment of starting participation in the first form of support in the project.</p> <p>If belonging to a minority is a criterion enabling participation in a given intervention (e.g. the target group was indicated in the funding application, project selection criteria or programme documents), data should be obtained directly from all its participants. In other cases, personal data regarding the feature does not have to be collected from individual participants. However, the indicator should be monitored even if personal data associated with it is not collected from participants. The beneficiary then uses estimates. Estimates of minority participants in the total number of participants by gender should ideally be obtained using methods that can be statistically justified. If it is not possible, one should use the so-called reliable estimates (various estimation methods are described in the appendix to the Guidelines). The chosen estimation method should be documented. Note: in a given project, only one method of monitoring the indicator may be used, i.e. estimating or collecting personal data regarding the indicator from participants.</p> <p>The rules regarding the possibility of using reliable estimates by beneficiaries in a given call for proposals are determined by the Managing Authority responsible for the programme.</p>
	<p>Number of people in a homelessness crisis or excluded from access to housing supported by the programme</p>	<p>The indicator includes people in a homelessness crisis or excluded from access to housing.</p> <p>Homelessness and housing exclusion are defined in accordance with the European typology of homelessness and housing exclusion ETHOS, which indicates the circumstances of living in homelessness or extreme forms of housing exclusion, and the Act of March 12, 2004 on social assistance:</p> <ol style="list-style-type: none"> 1. Homeless people, including people living in public spaces or in emergency accommodation; 2. Without housing, including people accommodated in homeless facilities, women's shelters, immigrant shelters, people leaving penitentiary/criminal/medical institutions, care institutions, people receiving long-term support due to homelessness - specialist supported accommodation); 3. Unsecured accommodation, including people in unsecured accommodation – staying temporarily with family/friends, i.e. staying in conventional accommodation but not in a permanent home because they do not have one, illegal landlords or illegally occupying land, people in insecure tenancies with eviction notice, people at risk of violence; 4. Inadequate housing conditions, including people living in temporary/non-permanent structures, substandard housing - premises unsuitable for habitation according to national standards, in conditions of extreme overcrowding; 5. Persons not residing in a residential premises within the meaning of the provisions on the protection of tenants' rights and municipal housing resources and not registered for permanent residence within the meaning of the provisions on population

		<p>registration, as well as persons not residing in residential premises and registered for permanent residence in a premises in which it is not possible to live.</p> <p>Adults living with their parents should not be included in the indicator unless they are all in crisis of homelessness or living in inadequate and unsafe conditions.</p> <p>If homelessness/exclusion from access to housing is a criterion enabling participation in a given intervention (e.g. the target group was indicated in the funding application, project selection criteria or programme documents), data should be obtained directly from all its participants. In other cases, personal data regarding this feature does not have to be collected from individual participants. However, the indicator should be monitored even if personal data associated with it is not collected from participants. The beneficiary then uses estimates. Ideally, estimates of homeless/housing excluded participants by gender should be obtained using methods that can be statistically justified. If it is not possible, one should use the so-called reliable estimates (various estimation methods are described in the appendix to the Guidelines). The chosen estimation method should be documented. Note: in a given project, only one method of monitoring the indicator may be used, i.e. estimating or collecting personal data regarding the indicator from participants.</p> <p>]Belonging to the group of people in a homelessness crisis or excluded from access to housing is determined at the moment of starting participation in the project, i.e. at the moment of starting participation in the first form of support in the project.</p> <p>The rules regarding the possibility of using reliable estimates by beneficiaries in a given call for proposals are determined by the Managing Authority responsible for the programme.</p>
	Number of people from rural areas supported by the programme	The indicator is calculated based on the DEGURBA degree of urbanization - the classification is assigned based on the name of the commune.
Status after leaving the project measured up to 14 days after completing support	Number of job seekers	The population covered by the measurement is: economically inactive people.
	Number of people who have undertaken education or training	The measurement covers the population: all participants, except people in education or training at the time of starting their participation in the support
	Number of people who obtained qualifications	The measurement covers the population; all participants
	Number of working people, including the self-employed	<p>The measurement covers the population:</p> <ul style="list-style-type: none"> – Number of unemployed people, including the long-term unemployed, supported by the programme – Number of economically inactive people supported by the programme



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mandatory indicators in NAWA Beneficiaries' projects

The following list of mandatory indicators is illustrative and is an open catalogue, i.e. the recruitment announcement may expand, specify or add indicators other than those indicated in the table below. In addition to the mandatory indicators required by the provisions of the Announcement, the applicant may establish additional own indicators, specific to a given project.

The table below indicates the indicators that may be required in the recruitment rules for the programme in the Announcement and the connection of the indicators with the programme objectives and the indicators to which NAWA is obliged to implement as the implementer of non-competitive projects in the European Funds for Social Development programme.

List of mandatory indicators in relation to external regulations (objectives of NAWA programmes, NAWA non-competitive project)

Specific objectives of the NAWA Programme/expected results:	Name of the indicator in the recruitment for the NAWA Programme	Name of the indicator in the NAWA non-competitive project	Value of the indicator in a non-competitive NAWA project	Name of the project is non-competitive NAWA procedure	NAWA programme
increasing the attractiveness of Polish universities and institutes among students, PhD students and academic staff from abroad by developing the programme offer in foreign languages;	Number of international study programmes developed/launched	Number of higher education and science entities that have implemented solutions aimed at improving the quality of education in the area of internationalization	50	Support for the creation and implementation of international education programmes	KATAMARAN "A" Creation
increasing attractiveness of Polish universities and institutes among students, PhD students and academic staff from abroad by developing the programme offer in foreign languages;	Number of intensive international education programmes developed/launched leading to a "micro-credential"	Number of higher education and science entities that have implemented solutions aimed at improving the quality of education in the area of internationalization	50	Support for the creation and implementation of international education programmes	SPINAKER

improving the quality of education by creating and implementing international first- and second-cycle study programmes leading to a joint or double diploma;	Number of representatives of Polish entities in the higher education and science system who benefited from support in the creation or implementation of international study programmes	Number of people supported as part of improving the quality of education in the area of internationalization	3350	Support for the creation and implementation of international education programmes	KATAMARAN "A" Creation "B" Realization
improving the quality of education by creating and implementing international first- and second-cycle study programmes leading to a joint or double diploma;	Number of representatives of foreign entities of the higher education and science system who benefited from support in the creation or implementation of international study programmes	Number of people supported as part of improving the quality of education in the area of internationalization	3350	Support for the creation and implementation of international education programmes	KATAMARAN "A" Creation "B" Realization
improving the quality of education by creating and implementing international first- and second-cycle study programmes leading to a joint or double diploma;	Number of Polish students who took part in an international study programme	Number of people supported as part of improving the quality of education in the area of internationalization	3350	Support for the creation and implementation of international education programmes	KATAMARAN "B" Realization
improving the quality of education by creating and implementing international first- and second-cycle study programmes leading to a joint or double diploma;	Number of foreign students who took part in an international study programme	Number of people supported as part of improving the quality of education in the area of internationalization	3350	Support for the creation and implementation of international education programs	KATAMARAN "B" Realization
improving the quality of education by creating and implementing intensive international forms of education;	Number of representatives of Polish entities of the higher education and science system who benefited from support in the creation or implementation of intensive international education programmes ending with a "micro-credential"	Number of people supported as part of improving the quality of education in the area of internationalization	3350	Support for the creation and implementation of international education programmes	SPINAKER
improving the quality of education by creating and implementing intensive international forms of education;	Number of representatives of foreign entities of the higher education and science system who benefited from support in the creation or implementation of intensive international education programmes ending with a "micro-credential"	Number of people supported as part of improving the quality of education in the area of internationalization	3350	Support for the creation and implementation of international education programmes	SPINAKER

increasing the potential to accept people from abroad	Number of representatives of Polish entities of the higher education and science system who benefited from support in the reception and service of people from abroad.				Welcome to Poland/ Euraxess/ MCSA
improving the quality of education by creating and implementing intensive international forms of education;	Number of Polish students who took part in intensive international education programmes ending with a “micro-credential”	Number of people supported as part of improving the quality of education in the area of internationalization	3350	Support for the creation and implementation of international education programmes	SPINAKER
improving the quality of education by creating and implementing intensive international forms of education;	Number of international students who have participated in intensive international education programmes leading to a “micro-credential”	Number of people supported as part of improving the quality of education in the area of internationalization	3350	Support for the creation and implementation of international education programmes	SPINAKER
improving the quality of education thanks to the implementation of short-term exchanges of students, doctoral students and staff from Poland and abroad;	Number of Polish students and PhD students who took part in a short-term academic exchange	Number of people supported as part of improving the quality of education in the area of internationalization	4200	Short-term academic exchange as a way to improve the quality of education in higher education and science institutions	PROM
improving the quality of education thanks to the implementation of short-term exchanges of students, doctoral students and staff from Poland and abroad;	Number of foreign students and PhD students who took part in a short-term academic exchange	Number of people supported as part of improving the quality of education in the area of internationalization	4200	Short-term academic exchange as a way to improve the quality of education in higher education and science institutions	PROM
improving the quality of education thanks to the implementation of short-term exchanges of students, doctoral students and staff from Poland and abroad;	Number of representatives of Polish entities of the higher education and science system who took part in short-term academic exchange	Number of people supported as part of improving the quality of education in the area of internationalization	4200	Short-term academic exchange as a way to improve the quality of education in higher education and science institutions	PROM

improving the quality of education thanks to the implementation of short-term exchanges of students, doctoral students and staff from Poland and abroad;	Number of representatives of foreign entities of the higher education and science system who took part in short-term academic exchange	Number of people supported as part of improving the quality of education in the area of internationalization	4200	Short-term academic exchange as a way to improve the quality of education in higher education and science institutions	PROM
development of international academic partnerships, including those related to the functioning of the European Universities alliances;	Number of modern teaching and training materials developed, etc.	Not applicable	0	Support for alliances of European Universities	European Universities
development of international academic partnerships, including those related to the functioning of the European Universities alliances;	Number of innovative educational tools and methods developed	Not applicable	0	Support for alliances of European Universities	European Universities
development of international academic partnerships, including those related to the functioning of the European Universities alliances;	Number of quality management systems developed to improve the quality of education and research, including assessment of the quality of education and research (effects/results/usefulness of education and research, system for improving staff competences, etc.), accessibility (application of improvements for people with special needs, equality), incorporating aspects of sustainable development.	Not applicable	0	Support for alliances of European Universities	European Universities
; development of international academic partnerships, including those related to the functioning of the European Universities alliances;	Number of supported research and development works	Not applicable	0	Support for alliances of European Universities	European Universities
development of international academic partnerships, including those related to the functioning of the European Universities alliances;	Number of international publications produced	Not applicable	0	Support for alliances of European Universities	European Universities

development of international academic partnerships, including those related to the functioning of the European Universities alliances;	Number of people participating in academic exchange aimed at developing international partnerships	Number of people supported as part of improving the quality of education in the area of internationalization	490	Support for alliances of European Universities	European Universities
development of international academic partnerships, including those related to the functioning of the European Universities alliances;	Number of people participating in activities improving competences in the field of building international partnerships.	Number of people supported as part of improving the quality of education in the area of internationalization	490	Support for alliances of European Universities	European Universities
development of international academic partnerships, including those related to the functioning of the European Universities alliances;	Number of international conferences organized	Not applicable	0	Support for alliances of European Universities	European Universities
increasing the attractiveness of Polish universities and institutes among students, PhD students and academic staff from abroad by developing the programme offer in foreign languages;	Number of completed international study programmes	Number of higher education and science entities that have implemented solutions aimed at improving the quality of education in the area of internationalization	50	Support for the creation and implementation of international education programmes	KATAMARAN "B" Realization
increasing the attractiveness of Polish universities and institutes among students, PhD students and academic staff from abroad by developing the programme offer in foreign languages;	Number of completed intensive international education programs leading to a "micro-credential"	Number of higher education and science entities that have implemented solutions aimed at improving the quality of education in the area of internationalization	50	Support for the creation and implementation of international education programmes	SPINAKEK
improving the quality of education by creating and implementing international first- and second-cycle study	Number of representatives of Polish entities of the higher education and science system who have acquired competences in the creation or implementation of international study programmes	Number of people participating in higher education who acquired competences	2484	Support for the creation and implementation of international	KATAMARAN "A" Creation "B" Realization

programmes leading to a joint or double diploma;		or qualifications thanks to ESF+ support		education programmes	
improving the quality of education by creating and implementing international first- and second-cycle study programmes leading to a joint or double diploma;	Number of representatives/representatives of foreign entities of the higher education and science system who have acquired competences in the creation or implementation of international study programmes	Number of people participating in higher education who acquired competences or qualifications thanks to ESF+ support	2484	Support for the creation and implementation of international education programmes	KATAMARAN "A" Creation "B" Realization
improving the quality of education by creating and implementing international first- and second-cycle study programmes leading to a joint or double diploma;	Number of Polish students who acquired competences by participating in an international study programme	Number of people participating in higher education who acquired competences or qualifications thanks to ESF+ support	2484	Support for the creation and implementation of international education programmes	KATAMARAN "B" Realization
improving the quality of education by creating and implementing international first- and second-cycle study programmes leading to a joint or double diploma;	Number of foreign students who acquired competences by participating in an international study programme	Number of people participating in higher education who acquired competences or qualifications thanks to ESF+ support	2484	Support for the creation and implementation of international education programmes	KATAMARAN "B" Realization
improving the quality of education by creating and implementing international first- and second-cycle study programmes leading to a joint or double diploma;	Number of Polish students who acquired qualifications by participating in an international study programme	Number of people participating in higher education who acquired competences or qualifications thanks to ESF+ support	2484	Support for the creation and implementation of international education programmes	KATAMARAN "B" Realization
improving the quality of education by creating and implementing international first- and second-cycle study programmes leading to a joint or double diploma;	Number of foreign students who acquired qualifications by participating in an international study programme.	Number of people participating in higher education who acquired competences or qualifications thanks to ESF+ support	2484	Support for the creation and implementation of international education programmes	KATAMARAN "B" Realization

improving the quality of education by creating and implementing intensive international forms of education;	Number of representatives of Polish entities of the higher education and science system who have acquired competences in the creation or implementation of intensive international education programmes ending with a “micro-credential”	Number of people participating in higher education who acquired competences or qualifications thanks to ESF+ support	2484	Support for the creation and implementation of international education programmes	SPINAKER
improving the quality of education by creating and implementing intensive international forms of education;	Number of representatives of foreign entities of the higher education and science system who have acquired competences in the creation or implementation of intensive international education programmes ending with a “micro-credential”	Number of people participating in higher education who acquired competences or qualifications thanks to ESF+ support	2484	Support for the creation and implementation of international education programmes	SPINAKER
increasing the potential to accept people from abroad	Number of representatives of Polish entities of the higher education and science system who have acquired competences in accepting and serving people from abroad.				Welcome to Poland/ Euraxess/ MCSA
improving the quality of education by creating and implementing intensive international forms of education;	Number of Polish students who acquired competences by participating in intensive international education programmes ending with a “micro-credential”	Number of people participating in higher education who acquired competences or qualifications thanks to ESF+ support	2484	Support for the creation and implementation of international education programmes	SPINAKER
improving the quality of education by creating and implementing intensive international forms of education;	Number of foreign students who acquired competences by participating in intensive international education programmes leading to a “micro-credential”	Number of people participating in higher education who acquired competences or qualifications thanks to ESF+ support	2484	Support for the creation and implementation of international education programmes	SPINAKER
improving the quality of education by creating and implementing intensive international forms of education;	Number of Polish students who acquired qualifications by participating in intensive international education programmes leading to a “micro-credential”	Number of people participating in higher education who acquired competences or qualifications thanks to ESF+ support	2484	Support for the creation and implementation of international education programmes	SPINAKER

improving the quality of education by creating and implementing intensive international forms of education;	Number of international students who acquired qualifications through participation in intensive international education programmes leading to a “micro-credential”	Number of people participating in higher education who acquired competences or qualifications thanks to ESF+ support	2484	Support for the creation and implementation of international education programmes	SPINAKEK
increasing the quality of education thanks to the implementation of short-term exchanges of students, doctoral students and staff from Poland and abroad;	Number of Polish students and PhD students who improved their competences as a result of participating in a short-term academic exchange	Number of people participating in higher education who acquired competences or qualifications thanks to ESF+ support	3800	Short-term academic exchange as a way to improve the quality of education in higher education and science institutions	PROM
improving the quality of education thanks to the implementation of short-term exchanges of students, doctoral students and staff from Poland and abroad;	Number of foreign students and doctoral students who improved their competences as a result of participating in a short-term academic exchange	Number of people participating in higher education who acquired competences or qualifications thanks to ESF+ support	3800	Short-term academic exchange as a way to improve the quality of education in higher education and science institutions	PROM
improving the quality of education thanks to the implementation of short-term exchanges of students, doctoral students and staff from Poland and abroad;	Number of representatives of Polish entities of the higher education and science system who improved their competences as a result of participation in short-term academic exchange	Number of people participating in higher education who acquired competences or qualifications thanks to ESF+ support	3800	Short-term academic exchange as a way to improve the quality of education in higher education and science institutions	PROM
increasing the quality of education thanks to the implementation of short-term exchanges of students, doctoral students and staff from Poland and abroad;	Number of representatives of foreign entities of the higher education and science system who improved their competences as a result of participation in short-term academic exchange	Number of people participating in higher education who acquired competences or qualifications thanks to ESF+ support	3800	Short-term academic exchange as a way to improve the quality of education in higher education and science institutions	PROM

development of international academic partnerships, including those related to the functioning of the European Universities alliances;	Number of modern teaching and training materials used, etc.	Number of higher education and science entities that have implemented solutions aimed at improving the quality of education in the area of internationalization	18	Support for alliances of European Universities	European Universities
development of international academic partnerships, including those related to the functioning of the European Universities alliances;	Number of innovative educational tools and methods implemented	Number of higher education and science entities that have implemented solutions aimed at improving the quality of education in the area of internationalization	18	Support for alliances of European Universities	e European Universities
development of international academic partnerships, including those related to the functioning of the European Universities alliances;	Number of implemented quality management systems to improve the quality of education and research, including assessment of the quality of education and research (effects/results/usefulness of education and research, system for improving staff competences, etc.), accessibility (application of improvements for people with special needs, equality), incorporating aspects of sustainable development.	Number of higher education and science entities that have implemented solutions aimed at improving the quality of education in the area of internationalization	18	Support for alliances of European Universities	European Universities
development of international academic partnerships, including those related to the functioning of the European Universities alliances;	Number of supported and completed research and development works	Number of higher education and science entities that have implemented solutions aimed at improving the quality of education in the area of internationalization	18	Support for alliances of European Universities	European Universities

development of international academic partnerships, including those related to the functioning of the European Universities alliances;	Number of studies published in international journals	Number of higher education and science entities that have implemented solutions aimed at improving the quality of education in the area of internationalization	18	Support for alliances of European Universities	European Universities
development of international academic partnerships, including those related to the functioning of the European Universities alliances;	Number of people who improved their competences in building international partnerships	Number of higher education and science entities that have implemented solutions aimed at improving the quality of education in the area of internationalization	490	Support for alliances of European Universities	European Universities
development of international academic partnerships, including those related to the functioning of the European Universities alliances;	Number of international conferences organized	Number of higher education and science entities that have implemented solutions aimed at improving the quality of education in the area of internationalization	18	Support for alliances of European Universities	European Universities
increasing participation of Polish universities in the European Universities Initiative	Number of signed/updated agreements with foreign partners	Number of higher education and science entities that have implemented solutions aimed at improving the quality of education in the area of internationalization	18	Support for alliances of European Universities	European Universities
improving the quality of education by creating and implementing intensive international forms of education;	Number of Polish PhD students who took part in intensive international education programmes ending with a “micro-credential”	Number of people supported as part of improving the quality of education in the area of internationalization	3350	Support for the creation and implementation of international education programmes	SPINAKEP

improving the quality of education by creating and implementing intensive international forms of education;	Number of foreign PhD students who participated in intensive international education programmes leading to a “micro-credential”	Number of people supported as part of improving the quality of education in the area of internationalization	3350	Support for the creation and implementation of international education programmes	SPINAKER
improving the quality of education by creating and implementing intensive international forms of education;	Number of Polish PhD students who acquired competences by participating in intensive international education programmes ending with a “micro-credential”	Number of people participating in higher education who acquired competences or qualifications thanks to ESF+ support	2484	Support for the creation and implementation of international education programmes	SPINAKER
improving the quality of education by creating and implementing intensive international forms of education;	Number of foreign PhD students who acquired competences by participating in intensive international education programmes leading to a “micro-credential”	Number of people participating in higher education who acquired competences or qualifications thanks to ESF+ support	2484	Support for the creation and implementation of international education programmes	SPINAKER
improving the quality of education by creating and implementing intensive international forms of education;	Number of Polish PhD students who acquired qualifications by participating in intensive international education programmes leading to a “micro-credential”	Number of people participating in higher education who acquired competences or qualifications thanks to ESF+ support	2484	Support for the creation and implementation of international education programmes	SPINAKER
improving the quality of education by creating and implementing intensive international forms of education;	Number of foreign PhD students who acquired qualifications by participating in intensive international education programmes leading to a “micro-credential”	Number of people participating in higher education who acquired competences or qualifications thanks to ESF+ support	2484	Support for the creation and implementation of international education programmes	SPINAKER
increasing the participation of Polish universities in the European Universities Initiative	Submitting an application to the EC competition for European Universities	Number of higher education and science entities that have implemented solutions aimed at improving the quality of education in the area of internationalization	18	Support for alliances of European Universities	European Universities

<p>an increase in the number of short-term academic mobilities completed</p>	<p>Number of institutions in which the number of short-term academic mobilities has increased</p>	<p>Number of entities in the higher education and science system whose academic mobility increased thanks to ESF+ support</p>	<p>50</p>	<p>Short-term academic exchange as a way to improve the quality of education in higher education and science institutions</p>	<p>PROM</p>
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6. Documents confirming eligibility of the project participant

6.1. Explanations regarding the terminology used in the project participants' documentation models.

1. Whenever the document models mention **the Agency's Project**, it should be understood as a project of the Polish National Agency for Academic Exchange, which received non-competitive funding from the European Funds for Social Development 2021-2027 (the European Funds for Social Development) programme, which is a source of financing for the selected NAWA Programme.
2. Whenever the document models mention **the Beneficiary**, it should be understood as the Polish National Agency for Academic Exchange, which is a party to the agreement for co-financing the Agency's Project, meeting the criteria of the entity referred to in Art. 2 point 9 of the General Regulation.
3. Whenever the model documents refer to **the General Regulation** - it should be understood as Regulation (EU) 2021/1060 of the European Parliament and of the Council of 24 June 2021 laying down common provisions on the European Regional Development Fund, the European Social Fund Plus, the Cohesion Fund, the Fund for the Just Transition and the European Maritime, Fisheries and Aquaculture Fund, as well as the financial provisions for these funds and for the Asylum, Migration and Integration Fund, the Internal Security Fund and the Financial Support Instrument for Border Management and Visa Policy (OJ UE L 231 of 30/06/2021, p. 159, as amended)
4. Whenever the document models mention **the NAWA Beneficiary**, it should be understood as the Applicant who was granted financial resources under the NAWA Programme and with whom the Agency concluded Agreements.
5. Whenever **the European Funds for Social Development** are mentioned in the document models, they should be understood as the European Funds for Social Development 2021-2027 programme, under which the Agency Project is implemented, which is a source of financing for the NAWA Programme.
6. Whenever the document models mention **the Minister responsible for development**, it should be understood as the Managing Authority of the European Funds for Social Development 2021-2027 programme (the European Funds for Social Development), the administrator of personal data of persons participating in the implementation of the Agency's Project.
7. Whenever the document models mention **the National Center for Research and Development** - it should be understood as the Intermediary Institution for the transfer of funds under the European Funds for Social Development 2021-2027 (the European Funds for Social Development) programme; the administrator of personal data of persons participating in the implementation of the Agency Project, party to the agreement for co-financing the Agency Project.



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8. Whenever the document models mention **the NAWA Beneficiary's Project**, it should be understood as a set of activities specified by the Applicant in the Application for participation in the Programme.

6.2. Wzór deklaracji przystąpienia do udziału w projekcie / Model declaration of participation in the project

DEKLARACJA PRZYSTĄPIENIA DO UDZIAŁU W PROJEKCIE / DECLARATION OF PARTICIPATION IN THE PROJECT

DANE DOTYCZĄCE PROJEKTU / PROJECT DATA	
Dane Projektu Narodowej Agencji Wymiany Akademickiej / Project data of the Polish National Agency for Academic Exchange	Tytuł Projektu Agencji „.....” Numer Projektu Agencji ... Fundusze Europejskie dla Rozwoju Społecznego 2021-2027, Działanie 01.05 Umiejętności w szkolnictwie wyższym / Title of the Agency Project “.....” Agency Project Number... European Funds for Social Development 2021-2027, Measure 01.05 Skills in higher education
Nazwa Programu NAWA i rok ogłoszenia / Name of the NAWA Programme and year of announcement	
Nazwa Beneficjenta NAWA / Name of the NAWA Beneficiary	
Tytuł projektu Beneficjenta NAWA / Title of the NAWA Beneficiary's project	
Numer projektu Beneficjenta NAWA / NAWA Beneficiary's project number	

Ja, niżej podpisany/a: / I, the undersigned:

Imię / Name	
Nazwisko / Surname	
PESEL (jeśli dotyczy) / PESEL number (if applicable)	

deklaruję dobrowolne przystąpienie do udziału w Projekcie Agencji na zasadach określonych w Regulaminie rekrutacyjnym do projektu Beneficjenta NAWA. / I declare my voluntary participation in the Agency's Project on the terms set out in the Recruitment Regulations for the NAWA Beneficiary's project.

Ponadto oświadczam, że: / I further declare that:

1. Zapoznałem/am się z zasadami rekrutacji oraz udziału w projekcie Beneficjenta NAWA, zawartymi w Regulaminie rekrutacji Beneficjenta NAWA, akceptuję wszystkie postanowienia



ww. Regulaminu oraz oświadczam, iż spełniam kryteria uczestnictwa w projekcie określone w ww. Regulaminie. / I have read the rules of recruitment and participation in the NAWA Beneficiary's project, contained in the NAWA Beneficiary's Recruitment Regulations, and I hereby accept all provisions of the above-mentioned provisions of the Regulations and I declare that I meet the criteria for participation in the project specified in the above-mentioned of the Regulations.

2. Zostałem/-am poinformowany/-a, że projekt Beneficjenta NAWA realizowany jest w ramach Projektu Agencji, którego staję się uczestnikiem z chwilą podpisania niniejszej Deklaracji. / I have been informed that the NAWA Beneficiary's project is implemented as part of the Agency's Project, of which I become a participant upon signing the Declaration.
3. Zostałem/-am poinformowany/-a o obowiązku wzięcia udziału w pomiarze rezultatów Projektu Agencji do 4 tygodni od zakończenia przeze mnie udziału we wsparciu, w badaniach ankietowych oraz ewaluacyjnych realizowanych na potrzeby Projektu Agencji oraz projektu Beneficjenta NAWA. / I have been informed about the obligation to take part in measuring the results of the Agency Project within 4 weeks from the end of my participation in the support, in surveys and evaluation studies carried out for the needs of the Agency Project and the NAWA Beneficiary's project.
4. Należę do następującej kategorii grupy docelowej objętej Projektem Agencji / I belong to the following category of target group covered by the Agency Project ¹¹:

- Student/ka zagraniczny/a, / Foreign student
- Doktorant/tka zagraniczny/a, / Foreign PhD student,
- Student/ka krajowy/a, / Domestic student
- Doktorant/ka krajowy/a, / Domestic doctoral student,
- Zagraniczna kadra dydaktyczna, stanowisko / Foreign teaching staff, position:
.....
- Zagraniczna kadra naukowa, stanowisko / Foreign scientific staff, position:
.....
- Zagraniczna kadra administracyjna, stanowisko / Foreign administrative staff, position:
.....
- Nauczyciele akademicy, stanowisko / Academic teachers, position:
.....
- Pracownicy/e niebędący/e nauczycielami akademickimi, stanowisko / Employee(s) who are not academic teachers, position:
- Pracownicy/e naukow/e i badawczo-techniczni/e, stanowisko / Scientific and research and technical employees, position:



- Pozostali pracownicy jednostek naukowo-badawczych, stanowisko / Other employees of scientific and research units, position:

Uprzedzony/-a o odpowiedzialności karnej z art. 233 Kodeksu Karnego za złożenie nieprawdziwego oświadczenia lub zatajenie prawdy, przewidującego karę pozbawienia wolności do lat 3, oświadczam, że dane zawarte w niniejszej Deklaracji są kompletne i zgodne z prawdą. / Forewarned of criminal liability under Art. 233 of the Penal Code for making a false statement or concealing the truth, punishable by imprisonment for up to 3 years, I declare that the data contained in the Declaration are complete and true.

Przyjmuję do wiadomości, że informacje te mogą podlegać weryfikacji pod względem ich zgodności z prawdą. / I acknowledge that the information may be verified for truthfulness.

Zobowiązuję się do natychmiastowego informowania Narodowej Agencji Wymiany Akademickiej oraz Beneficjenta NAWA o zmianie jakichkolwiek danych osobowych i kontaktowych podanych w Deklaracji i innych dokumentach zgłoszeniowych. / I undertake to immediately inform the Polish National Agency for Academic Exchange and the NAWA Beneficiary about changes to any personal and contact details provided in the Declaration and other application documents.

^[1] Należy zaznaczyć jedną, właściwą odpowiedź. / Please select one applicable answer.

Podpis Uczestnika projektu / Signature of the project participant

[podpisano: kwalifikowanym podpisem elektronicznym; profilem zaufanym; podpis odręczny; autoryzacja elektroniczna / signed: with a qualified electronic signature; trusted profile; handwritten signature; electronic authorization]

6.3 Wzór formularza danych osobowych uczestnika projektu / Model of the project participant's personal data form

FORMULARZ DANYCH OSOBOWYCH UCZESTNIKA PROJEKTU / PROJECT PARTICIPANT PERSONAL DATA FORM

Dane Projektu Narodowej Agencji Wymiany Akademickiej / Project data of the Polish National Agency for Academic Exchange	Tytuł Projektu Agencji „.....” Numer Projektu Agencji ... Fundusze Europejskie dla Rozwoju Społecznego 2021-2027, Działanie 01.05 Umiejętności w szkolnictwie wyższym / Title of the Agency Project “.....” Agency Project Number... European Funds for Social Development 2021-2027, Measure 01.05 Skills in higher education
Nazwa Programu NAWA i rok ogłoszenia / Name of the NAWA Programme and year of announcement	
Nazwa Beneficjenta NAWA / Name of the NAWA Beneficiary	
Tytuł projektu Beneficjenta NAWA / Title of the NAWA Beneficiary's project	
Numer projektu Beneficjenta NAWA / NAWA Beneficiary's project number	

Dane Beneficjenta NAWA / NAWA Beneficiary's details [wypełnia Beneficjent NAWA / completed by the NAWA Beneficiary]

Nazwa instytucji / Name of the institution	
NIP / NIP number	
Typ instytucji / Type of institution	<p><i>Proszę zaznaczyć właściwą odpowiedź: / Please mark the applicable answer:</i></p> <p><input type="checkbox"/> uczelnia / university</p> <p><input type="checkbox"/> Polska Akademia Nauk / Polish Academy of Sciences</p> <p><input type="checkbox"/> instytut naukowy Polskiej Akademii Nauk / scientific institute of the Polish Academy of Sciences</p> <p><input type="checkbox"/> instytut badawczy / research institute</p> <p><input type="checkbox"/> międzynarodowy instytut naukowy / international scientific institute</p> <p><input type="checkbox"/> Centrum Łukasiewicz / Łukasiewicz Center</p> <p><input type="checkbox"/> instytut działający w ramach Sieci Badawczej Łukasiewicz / an institute operating within the Łukasiewicz Research Network</p> <p><input type="checkbox"/> federacja podmiotów systemu szkolnictwa wyższego i nauki / federation of entities of the higher education and science system</p>

	<input type="checkbox"/> inne / other		
Kraj / Country			
Województwo / Voivodeship			
Powiat / County			
Gmina / Commune		Obszar wg stopnia urbanizacji (DEGURBA) / Area by degree of urbanization (DEGURBA)	<i>DANE UZUPEŁNIĄ SIĘ W BAZIE AUTOMATYCZNIE PO WPROWADZENIU NAZWY GMINY / THE DATA WILL BE COMPLETED IN THE DATABASE AFTER ENTERING THE NAME OF THE COMMUNE</i>
Miejscowość / Town or city		Kod pocztowy / Zip code	
Ulica / Street			
Nr budynku / Building no.		Nr lokalu / Apartment no.	
Telefon kontaktowy / Phone number			
Adres email / E-mail address			

Dane Uczestnika Projektu / Project Participant's data [wypełnia Uczestnik / completed by the Participant]

Imię / Name	
Nazwisko / Surname	
PESEL / PESEL number	<input type="checkbox"/> nie posiadam / I don't have it <input type="checkbox"/> posiadam / I have it [<i>proszę wpisać PESEL / please enter your PESEL number</i>]:
Rodzaj Uczestnika / Participant Type	<p>Proszę zaznaczyć jedną z poniższych odpowiedzi: / Please select one of the answers below:</p> <input type="checkbox"/> Student/ka zagraniczny/a, / Foreign student <input type="checkbox"/> Doktorant/ka zagraniczny/a, / Foreign PhD student, <input type="checkbox"/> Student/ka krajowy/a, / Domestic student <input type="checkbox"/> Doktorant/ka krajowy/a, / Domestic PhD student, <input type="checkbox"/> Zagraniczna kadra dydaktyczna / Foreign teaching staff <input type="checkbox"/> Zagraniczna kadra naukowa / Foreign scientific staff <input type="checkbox"/> Zagraniczna kadra administracyjna / Foreign administrative staff <input type="checkbox"/> Nauczyciele akademicki / Academic teachers <input type="checkbox"/> Pracownicy/e niebędący/e nauczycielami akademickimi / Employee(s) who are not academic teachers

	<input type="checkbox"/> Pracownicy/e naukowci/e i badawczo-techniczni/e / Scientific and research and technical employees <input type="checkbox"/> Pozostali pracownicy jednostek naukowo-badawczych / Other employees of scientific and research units		
Nazwa instytucji, którą reprezentuje Uczestnik / Name of the institution represented by the Participant			
Płeć / Gender	Proszę zaznaczyć jedną z poniższych odpowiedzi: / Please select one of the answers below: <input type="checkbox"/> kobieta / woman <input type="checkbox"/> mężczyzna / man		
Wiek / Age	Wiek w chwili przystąpienia do Projektu / Age at the time of joining the Project:		
Wykształcenie / Education	Proszę zaznaczyć właściwą odpowiedź: / Please mark the applicable answer: <input type="checkbox"/> niższe niż podstawowe (ISCED 0) / lower than basic (ISCED 0) <input type="checkbox"/> podstawowe (ISCED 1) / basic (ISCED 1) <input type="checkbox"/> gimnazjalne (ISCED 2) / lower secondary education (ISCED 2) <input type="checkbox"/> ponadgimnazjalne (ISCED 3) / upper secondary education (ISCED 3) <input type="checkbox"/> policealne (ISCED 4) / post-secondary (ISCED 4) <input type="checkbox"/> wyższe (ISCED 5-8) / higher (ISCED 5-8)		
Kraj / Country			
Województwo / Voivodeship			
Powiat / Poviát			
Gmina / Commune		Obszar wg stopnia urbanizacji (DEGURBA) / Area by degree of urbanization (DEGURBA)	<i>DANE UZUPEŁNIĄ SIĘ W BAZIE AUTOMATYCZNIE PO WPROWADZENIU NAZWY GMINY / THE DATA WILL BE COMPLETED IN THE DATABASE AUTOMATICALLY AFTER ENTERING THE NAME OF THE COMMUNE</i>
Miejscowość / Town or city		Kod pocztowy / Zip code	
Ulica / Street			
Nr budynku / Building no.		Nr lokalu / Premises no.	
Telefon kontaktowy / Phone number			
Adres email / E-mail address			

Status na rynku pracy w chwili przystąpienia do projektu / Status on the labour market at the time of joining the project	Osoba bezrobotna, w tym długotrwale bezrobotna / An unemployed person, including the long-term unemployed	<input type="checkbox"/> Nie - nie należę do tej grupy / No - I do not belong to the group <input type="checkbox"/> Tak – należę do tej grupy / Yes – I belong to the group
	Osoba długotrwale bezrobotna / Long-term unemployed person	<input type="checkbox"/> Nie - nie należę do tej grupy / No - I do not belong to the group <input type="checkbox"/> Tak – należę do tej grupy / Yes – I belong to the group
	Osoba bierna zawodowo / Professionally inactive person	<input type="checkbox"/> Nie - nie należę do tej grupy / No - I do not belong to the group <input type="checkbox"/> Tak – należę do tej grupy / Yes – I belong to the group
	Osoba pracująca lub osoba prowadząca działalność na własny rachunek / An employed or self-employed person	<input type="checkbox"/> Nie - nie należę do tej grupy / No - I do not belong to the group <input type="checkbox"/> Tak – należę do tej grupy / Yes – I belong to the group

Status uczestnika w chwili przystąpienia do Projektu / Participant status at the time of joining the Project	
Osoba obcego pochodzenia / A person of foreign origin	<p><i>Proszę zaznaczyć właściwą odpowiedź: / Please mark the applicable answer:</i></p> <input type="checkbox"/> Nie - nie należę do tej grupy / No - I do not belong to the group <input type="checkbox"/> Odmawiam podania informacji / I refuse to provide information <input type="checkbox"/> Tak – należę do tej grupy / Yes – I belong to the group
Osoba państwa trzeciego / A third country person	<p><i>Proszę zaznaczyć właściwą odpowiedź: / Please mark the applicable answer:</i></p> <input type="checkbox"/> Nie - nie należę do tej grupy / No - I do not belong to the group <input type="checkbox"/> Odmawiam podania informacji / I refuse to provide information <input type="checkbox"/> Tak – należę do tej grupy / Yes – I belong to the group
Osoba należąca do mniejszości narodowej lub etnicznej (w tym społeczności marginalizowane), / A person belonging to a national or ethnic minority (including marginalized communities),	<p><i>Proszę zaznaczyć właściwą odpowiedź: / Please mark the applicable answer:</i></p> <input type="checkbox"/> Nie - nie należę do tej grupy / No - I do not belong to the group <input type="checkbox"/> Odmawiam podania informacji / I refuse to provide information <input type="checkbox"/> Tak – należę do tej grupy / Yes – I belong to the group
Osoba w kryzysie bezdomności lub dotknięta wykluczeniem z dostępu do mieszkań / A person in crisis of homelessness or excluded from access to housing	<p><i>Proszę zaznaczyć właściwą odpowiedź: / Please mark the applicable answer:</i></p> <input type="checkbox"/> Nie - nie należę do tej grupy / No - I do not belong to the group <input type="checkbox"/> Odmawiam podania informacji / I refuse to provide information <input type="checkbox"/> Tak – należę do tej grupy / Yes – I belong to the group
Osoba z niepełnosprawnościami / Person with disabilities	<p><i>Proszę zaznaczyć właściwą odpowiedź: / Please mark the applicable answer:</i></p> <input type="checkbox"/> Nie - nie należę do tej grupy / No - I do not belong to the group <input type="checkbox"/> Odmawiam podania informacji / I refuse to provide information <input type="checkbox"/> Tak – należę do tej grupy / Yes – I belong to the group



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Podpis uczestnika projektu / Signature of the project participant [*podpisano: kwalifikowanym podpisem elektronicznym; profilem zaufanym; podpis odręczny; autoryzacja elektroniczna / signed: with a qualified electronic signature; trusted profile; handwritten signature; electronic authorization*]

6.4 Klauzule informacyjne dotyczące przetwarzania danych osobowych dla Uczestników projektu / Information clauses regarding the processing of personal data for project participants

Dane Uczestników projektu przetwarzane są na podstawie Art. 88 Ustawy wdrożeniowej przez trzech odrębnych administratorów: Instytucję Zarządzającą – Ministra właściwego do spraw Rozwoju Regionalnego, Instytucję Pośredniczącą – Narodowe Centrum Badań i Rozwoju oraz Narodową Agencję Wymiany Akademickiej. / Project Participants' data is processed pursuant to Article 88 of the Implementation Act by three separate administrators: the Managing Authority - the Minister responsible for Regional Development, the Intermediate Institution - the National Centre for Research and Development and the Polish National Agency for Academic Exchange.

KLAUZULA INFORMACYJNA INSTYTUCJI ZARZĄDZAJĄCEJ - MINISTRA WŁAŚCIWEGO DO SPRAW ROZWOJU REGIONALNEGO / INFORMATION CLAUSE OF THE MANAGING AUTHORITY - MINISTER COMPETENT FOR REGIONAL DEVELOPMENT

W celu wykonania obowiązku nałożonego art. 13 i 14 RODO^[1], w związku z art. 88 ustawy o zasadach realizacji zadań finansowanych ze środków europejskich w perspektywie finansowej 2021-2027^[2], informujemy o zasadach przetwarzania Państwa danych osobowych: / In order to fulfil the obligation imposed by Art. 13 and 14 of the GDPR^[1], in connection with art. 88 of the Act on the principles of implementing tasks financed from European funds in the financial perspective 2021-2027^[2], please be informed about the principles of processing your personal data

I. Administrator / Administrator

Odrębnym administratorem Państwa danych jest Minister właściwy do spraw rozwoju regionalnego z siedzibą przy ul. Wspólnej 2/4, 00-926 Warszawa. / A separate administrator of your data is the Minister responsible for regional development with its registered office at Wspólna 2/4, 00-926 Warsaw.

II. Cel przetwarzania danych / Purpose of data processing

Dane osobowe będą przetwarzane w związku z realizacją FERS, w szczególności w celu monitorowania, sprawozdawczości, komunikacji, publikacji, ewaluacji, zarządzania finansowego, weryfikacji i audytów oraz do celów określania kwalifikowalności uczestników. / Personal data will be processed in connection with the implementation of the European Funds for Social Development, in particular for the purposes of monitoring, reporting, communication, publication, evaluation, financial management, verification and audits and for the purposes of determining the eligibility of participants.

Podanie danych jest dobrowolne, ale konieczne do realizacji wyżej wymienionego celu. Odmowa ich podania jest równoznaczna z brakiem możliwości podjęcia stosownych działań. / Providing data is voluntary, but necessary to achieve the above-mentioned purpose. Refusal to provide it is tantamount to the inability to take appropriate action.

III. Podstawa przetwarzania / Processing basis

Będziemy przetwarzać Państwa dane osobowe w związku z tym, że: / We will process your personal data because:

1. Zobowiązuje nas do tego **prawo** (art. 6 ust. 1 lit. c, art. 9 ust. 2 lit. g oraz art. 10^[3] RODO)^[4]: / We are obliged to do so by law (Article 6(1)(c), Article 9(2)(g) and Article 10^[3] of the GDPR)^[4]:
 - rozporządzenie Parlamentu Europejskiego i Rady (UE) nr 2021/1060 z 24 czerwca 2021 r. ustanawiającego wspólne przepisy dotyczące Europejskiego Funduszu Rozwoju Regionalnego, Europejskiego Funduszu Społecznego Plus, Funduszu Spójności, Funduszu na rzecz Sprawiedliwej Transformacji i Europejskiego Funduszu Morskiego, Rybackiego i Akwakultury, a także przepisy finansowe na potrzeby tych funduszy oraz na potrzeby Funduszu Azylu, Migracji i Integracji, Funduszu Bezpieczeństwa Wewnętrznego i Instrumentu Wsparcia Finansowego na rzecz Zarządzania Granicami i Polityki Wizowej, / Regulation (EU) No 2021/1060 of the European Parliament and of the Council of 24 June 2021 establishing common provisions on the European Regional Development Fund, the European Social Fund Plus, the Cohesion Fund, the Just Transition Fund and the European Maritime, Fisheries and Aquaculture Fund, and also the financial provisions for the funds and for the Asylum, Migration and Integration Fund, the Internal Security Fund and the Financial Support Instrument for Border Management and Visa Policy,
 - rozporządzenie Parlamentu Europejskiego i Rady (UE) 2021/1057 z dnia 24 czerwca 2021 r. ustanawiające Europejski Fundusz Społeczny Plus (EFS+) oraz uchylające rozporządzenie (UE) nr 1296/2013 (Dz. Urz. UE L 231 z 30.06.2021, str. 21, z późn. zm.) / Regulation (EU) 2021/1057 of the European Parliament and of the Council of 24 June 2021 establishing the European Social Fund Plus (ESF+) and repealing Regulation (EU) No 1296/2013 (OJ EU L 231, 30/06/2021, p. 21, as amended)
 - ustawa z dnia 28 kwietnia 2022 r. o zasadach realizacji zadań finansowanych ze środków europejskich w perspektywie finansowej 2021-2027, w szczególności art. 87-93, / Act of April 28, 2022 on the principles of implementing tasks financed from European funds in the 2021-2027 financial perspective, in particular Art. 87-93,
 - ustawa z 14 czerwca 1960 r. - Kodeks postępowania administracyjnego, / Act of June 14, 1960 - Code of Administrative Procedure,
 - ustawa z 27 sierpnia 2009 r. o finansach publicznych. / Act of 27 August 2009 on public finances.

IV. Sposób pozyskiwania danych / Method of obtaining data

Dane pozyskujemy bezpośrednio od osób, których one dotyczą, albo od instytucji i podmiotów zaangażowanych w realizację Programu, w tym w szczególności od wnioskodawców, beneficjentów, partnerów. / We obtain data directly from the persons concerned or from institutions and entities involved in the implementation of the Programme, in particular from applicants, beneficiaries and partners.

V. Dostęp do danych osobowych / Access to personal data

Dostęp do Państwa danych osobowych mają pracownicy i współpracownicy administratora. Ponadto Państwa dane osobowe mogą być powierzane lub udostępniane: / The administrator's employees and collaborators have access to your personal data. In addition, your personal data may be entrusted or made available to the following:

1. podmiotom, którym zlecieliśmy wykonywanie zadań w FERS, / entities that we have commissioned to perform tasks in the European Funds for Social Development,
2. organom Komisji Europejskiej, ministrowi właściwemu do spraw finansów publicznych, prezesowi zakładu ubezpieczeń społecznych, / bodies of the European Commission, the minister responsible for public finances, the president of the social security institution,
3. podmiotom, które wykonują dla nas usługi związane z obsługą i rozwojem systemów teleinformatycznych, a także zapewnieniem łączności, np. dostawcom rozwiązań IT i operatorom telekomunikacyjnym. / entities that provide us with services related to the operation and development of ICT systems, as well as ensuring connectivity, e.g. IT solution providers and telecommunications operators.

VI. Okres przechowywania danych / Data storage period

Dane osobowe są przechowywane przez okres niezbędny do realizacji celów określonych w punkcie II. / Personal data is stored for the period necessary to achieve the purposes specified in point II.

VII. Prawa osób, których dane dotyczą / Rights of data subjects

Przysługują Państwu następujące prawa: / You have the following rights:

1. prawo dostępu do swoich danych oraz otrzymania ich kopii (art. 15 RODO), / the right to access your data and receive a copy thereof (Article 15 of the GDPR),
2. prawo do sprostowania swoich danych (art. 16 RODO), / the right to rectify your data (Art. 16 of the GDPR),
3. prawo do usunięcia swoich danych (art. 17 RODO) - jeśli nie zaistniały okoliczności, o których mowa w art. 17 ust. 3 RODO, / the right to delete your data (Article 17 of the GDPR) - if the circumstances referred to in Art. 17 section 3 of the GDPR do not apply,
4. prawo do żądania od administratora ograniczenia przetwarzania swoich danych (art. 18 RODO), / the right to request from the administrator to limit the processing of your data (Art. 18 of the GDPR),
5. prawo do przenoszenia swoich danych (art. 20 RODO) - jeśli przetwarzanie odbywa się na podstawie umowy: w celu jej zawarcia lub realizacji (w myśl art. 6 ust. 1 lit. b RODO), oraz w sposób zautomatyzowany^[5] / the right to transfer your data (Art. 20 of the GDPR) - if the processing is based on an agreement: for the purpose of concluding or implementing it (pursuant to Art. 6(1)(b) of the GDPR), and in an automated manner^[5],
6. prawo wniesienia skargi do organu nadzorczego Prezesa Urzędu Ochrony Danych Osobowych (art. 77 RODO) - w przypadku, gdy osoba uzna, iż przetwarzanie jej danych osobowych narusza przepisy RODO lub inne krajowe przepisy regulujące kwestię ochrony danych osobowych, obowiązujące w Polsce. / the right to lodge a complaint with the supervisory body of the President of the Office for Personal Data Protection (Art. 77 of the GDPR) - if the person considers that the processing of his or her personal data violates the provisions of the GDPR or other national provisions regulating the protection of personal data in force in Poland.

VIII. Zautomatyzowane podejmowanie decyzji / Automated decision making

Dane osobowe nie będą podlegały zautomatyzowanemu podejmowaniu decyzji, w tym profilowaniu. / Personal data will not be subject to automated decision-making, including profiling.

IX. Przekazywanie danych do państwa trzeciego / Transferring data to a third country

Państwa dane osobowe nie będą przekazywane do państwa trzeciego. / Your personal data will not be transferred to a third country.

X. Kontakt z administratorem danych i Inspektorem Ochrony Danych / Contact with the data administrator and the Data Protection Inspector

Jeśli mają Państwo pytania dotyczące przetwarzania przez ministra właściwego do spraw rozwoju regionalnego danych osobowych, prosimy kontaktować się z Inspektorem Ochrony Danych (IOD) w następujący sposób: / If you have any questions regarding the processing of personal data by the minister responsible for regional development, please contact the Data Protection Inspector (DPO) as follows:

- pocztą tradycyjną (ul. Wspólna 2/4, 00-926 Warszawa), / by traditional mail (Wspólna 2/4, 00-926 Warsaw),
- elektronicznie (adres e-mail : IOD@mfiipr.gov.pl). / electronically (e-mail address: IOD@mfiipr.gov.pl).

Podpis uczestnika projektu / Signature of the project participant

[podpisano: kwalifikowanym podpisem elektronicznym; profilem zaufanym; podpis odręczny; autoryzacja elektroniczna / signed: with a qualified electronic signature; trusted profile; handwritten signature; electronic authorization]



**KLAUZULA INFORMACYJNA INSTYTUCJI POŚREDNICZĄCEJ -
NARODOWEGO CENTRUM BADAŃ I ROZWOJU / INFORMATION CLAUSE OF THE INTERMEDIATE INSTITUTION -
NATIONAL CENTER FOR RESEARCH AND DEVELOPMENT**

Zgodnie z art. 13 i 14 rozporządzenia Parlamentu Europejskiego z dnia 27 kwietnia 2016 r. w sprawie ochrony osób fizycznych w związku z przetwarzaniem danych osobowych i w sprawie swobodnego przepływu takich danych oraz uchylenia dyrektywy 95/46/WE (dalej: „**RODO**”), informuję Panią/Pana, że: / Pursuant to Art. 13 and 14 of the Regulation of the European Parliament of 27 April 2016 on the protection of natural persons with regard to the processing of personal data and on the free movement of such data, and repealing Directive 95/46/EC (hereinafter: “**GDPR**”), please be informed that:

1. administratorem Pani/Pana danych osobowych jest **Narodowe Centrum Badań i Rozwoju** (dalej: „**NCBR**”) z siedzibą w Warszawie (00-801), ul. Chmielna 69; / the administrator of your personal data is **the Polish National Centre for Research and Development** (hereinafter referred to as “**NCBR**”) with its registered office in Warsaw (00-801), Chmielna 69;
2. z inspektorem ochrony danych (IOD) można się skontaktować pod adresem e-mail: iod@ncbr.gov.pl oraz na adres korespondencyjny NCBR wskazany powyżej z dopiskiem „Inspektor Ochrony Danych”; / the data protection officer (DPO) can be contacted at the e-mail address: iod@ncbr.gov.pl and at the NCBR correspondence address indicated above with the note “Data Protection Inspector”;
3. dane osobowe są przetwarzane w celu realizacji projektu prowadzonego w ramach Programu Fundusze Europejskie dla Rozwoju Społecznego 2021-2027 („**FERS**”) w szczególności w celu oceny i wyboru projektu, zawarcia umowy o dofinansowanie, nadzoru nad wykonaniem projektu, sprawozdawczości, komunikacji, publikacji, ewaluacji, zarządzania finansowego, weryfikacji i kontroli, audytu, oceny działań informacyjno- promocyjnych, jego odbioru, oceny i rozliczenia finansowego, do celów określania kwalifikowalności uczestników oraz ewentualnego ustalenia, dochodzenia lub obrony roszczeń; / personal data is processed for the purpose of implementing a project carried out under the European Funds for Social Development Programme 2021-2027 (“**the European Funds for Social Development**”), in particular for the purpose of assessing and selecting the project, concluding a co-financing agreement, supervising the implementation of the project, reporting, communication, publication, evaluation, financial management, verification and control, audit, evaluation of information and promotional activities, its receipt, assessment and financial settlement, for the purposes of determining the eligibility of participants and the possible determination, pursuit or defence of claims;
4. dane osobowe są przetwarzane z uwagi na wskazany powyżej cel tj. przetwarzanie jest niezbędne do wykonania zadania realizowanego w interesie publicznym (art. 6 ust. 1 lit. e RODO), a NCBR jest umocowane do przetwarzania Pani/Pana danych osobowych na mocy ustawy z dnia 30 kwietnia 2010 r. o Narodowym Centrum Badań i Rozwoju w związku z realizacją określonych tam zadań NCBR oraz na podstawie ustawy z dnia 28 kwietnia 2022 r. o zasadach realizacji zadań finansowanych ze środków europejskich w perspektywie finansowej 2021-2027, a w szczególności Rozdziału 18 tej ustawy (art. 6 ust. 1 lit. c RODO); / personal data is processed due to the purpose indicated above, i.e. processing is necessary to perform a task carried out in the public interest (Art. 6(1)(e) of the GDPR), and NCBR is authorized to process your personal data pursuant to the Act on of April 30, 2010 on the National Centre for Research and Development in connection with the implementation of the NCBR tasks specified therein and pursuant to the Act of April 28, 2022 on the principles of implementing tasks financed from European funds in the financial perspective 2021-2027, and in particular Chapter 18 the Act (Art. 6(1)(c) of the GDPR);
5. dane osobowe zostały pozyskane bezpośrednio od Pani/Pana lub z rejestrów publicznych albo od instytucji i podmiotów zaangażowanych w realizację projektu, w tym w szczególności od wnioskodawców, beneficjentów, partnerów; / personal data was obtained directly from you or from public registers or from institutions and entities involved in the implementation of the project, in particular from applicants, beneficiaries, partners;
6. NCBR przetwarza Pani/Pana dane osobowe zawarte we wniosku o dofinansowanie lub przekazane w ramach realizacji zadań wskazanych w punkcie 3 klauzuli; / NCBR processes your personal data included in the application for funding or provided as part of the implementation of the tasks indicated in point 3 of the clause;
7. podanie danych osobowych jest konieczne do realizacji wyżej wymienionego celu. Odmowa ich podania jest równoznaczna z brakiem możliwości podjęcia stosownych działań; / providing personal data is necessary to achieve the above-mentioned purpose. Refusal to provide it is tantamount to the inability to take appropriate action;
8. dane osobowe będą przetwarzane przez okres niezbędny do realizacji celu określonego w punkcie 3), a następnie w celu archiwalnym przez okres zgodny z instrukcją kancelaryjną NCBR i Jednolitym Rzecowym Wykazem Akt; / personal data will be processed for the period necessary to achieve the purpose specified in point 3), and then for archival purposes for a period in accordance with the NCBR office instructions and the Uniform List of Files;
9. odbiorcami danych osobowych będą organy władzy publicznej oraz podmioty wykonujące zadania publiczne lub działające na zlecenie organów władzy publicznej, w zakresie i w celach, które wynikają z przepisów prawa, a także podmioty świadczące usługi niezbędne do realizacji zadań przez NCBR w szczególności podmiotem wspierającym realizację zadań jest NCBR+ sp. z o.o. Dane te mogą być także przekazywane partnerom IT, podmiotom realizującym wsparcie techniczne lub organizacyjne, archiwizację i niszczenie dokumentów, usługi pocztowe, kurierskie, płatnicze, obsługę w zakresie marketingu; / the recipients of personal data will be public authorities and entities performing public tasks or acting on behalf of public authorities, to the extent and for the purposes resulting from legal provisions, as well as entities providing services necessary for the implementation of tasks by NCBR,



in particular the entity supporting the implementation of tasks is NCBR+ sp. z o.o. The data may also be transferred to IT partners, entities providing technical or organizational support, archiving and destruction of documents, postal, courier and payment services, and marketing services;

10. w stosunku do NCBR przysługują Pani/Panu następujące prawa: żądania dostępu do swoich danych osobowych, ich sprostowania, usunięcia, ograniczenia przetwarzania, a także do wniesienia sprzeciwu wobec przetwarzania Pani/Pana danych osobowych. W sprawie realizacji praw można kontaktować się z inspektorem ochrony danych pod adresem mailowym udostępnionym w pkt 2 powyżej; / in relation to NCBR, you have the following rights: to request access to your personal data, rectification, deletion, limitation of processing, as well as to object to the processing of your personal data. Regarding the exercise of your rights, you can contact the data protection officer at the e-mail address provided in point 2 above;
11. przysługuje Pani/Panu również prawo wniesienia skargi do Prezesa Urzędu Ochrony Danych Osobowych; / you also have the right to lodge a complaint with the President of the Personal Data Protection Office;
12. dane osobowe nie będą podlegały zautomatyzowanemu podejmowaniu decyzji, w tym profilowaniu; / personal data will not be subject to automated decision-making, including profiling;
13. Pani/Pana dane osobowe nie będą przekazywane do państwa trzeciego. / Your personal data will not be transferred to a third country.

^[1] Rozporządzenie Parlamentu Europejskiego i Rady (UE) 2016/679 z 27 kwietnia 2016 r. w sprawie ochrony osób fizycznych w związku z przetwarzaniem danych osobowych i w sprawie swobodnego przepływu takich danych (Dz. Urz. UE. L 119 z 4 maja 2016 r., s.1-88). / Regulation (EU) 2016/679 of the European Parliament and of the Council of 27 April 2016 on the protection of natural persons with regard to the processing of personal data and on the free movement of such data (OJ EU L 119 of 4 May 2016, pp.1-88).

^[2] Ustawa z dnia 28 kwietnia 2022 r o zasadach realizacji zadań finansowanych ze środków europejskich w perspektywie finansowej 2021-2027 (Dz.U. 2022 poz. 1079), zwana dalej „ustawą wdrożeniową”. / Act of April 28, 2022 on the principles of implementing tasks financed from European funds in the financial perspective 2021-2027 (Journal of Laws 2022, item 1079), hereinafter referred to as the “Implementation Act”.

^[3] Dotyczy wyłącznie projektów aktywizujących osoby odbywające karę pozbawienia wolności. / Applies only to projects activating people serving prison sentences.

^[4] Należy wskazać jeden lub kilka przepisów prawa - możliwe jest ich przywołanie w zakresie ograniczonym na potrzeby konkretnej klauzuli. / One or more legal provisions should be indicated - it is possible to refer to them to a limited extent for the purposes of a specific clause.

^[5] Do automatyzacji procesu przetwarzania danych osobowych wystarczy, że dane te są zapisane na dysku komputera. / To automate the process of personal data processing, it is sufficient that the data is saved on the computer's disk.

^[6] Wzór określa Instytucja Pośrednicząca. / The model is determined by the Intermediate Body.

Podpis uczestnika projektu / Signature of the project participant

[podpisano: kwalifikowanym podpisem elektronicznym; profilem zaufanym; podpis odręczny; autoryzacja elektroniczna / signed: with a qualified electronic signature; trusted profile; handwritten signature; electronic authorization]

Klauzula informacyjna Narodowej Agencji Wymiany Akademickiej dotycząca przetwarzania danych osobowych uczestników projektów finansowanych ze środków Funduszy Europejskich dla Rozwoju Społecznego 2021-2027 (FERS) / Information clause of the Polish National Agency for Academic Exchange regarding the processing of personal data of participants in projects financed by the European Funds for Social Development 2021-2027 (the European Funds for Social Development)

Administrator / Administrator	Narodowa Agencja Wymiany Akademickiej (Agencja) ul. Polna 40, 00-635 Warszawa Polish National Agency for Academic Exchange (Agency) Polna 40, 00-635 Warsaw
Cel i podstawa prawna przetwarzania danych / Purpose and legal basis for data processing	Agencja przetwarza Pani/Pana dane osobowe na podstawie art. 6 ust. 1 lit. c i e RODO ³ , a także na podstawie art. 9 ust. 2 lit. g i j RODO w związku z art. 6 ust. 1 lit. c i e RODO w celu: wykonania zadania publicznego z zakresu umiędzynarodowienia szkolnictwa wyższego i nauki powierzonego Agencji, tj. zadania określonego w art. 2 Ustawy z dnia 7 lipca 2017 roku o Narodowej Agencji Wymiany Akademickiej; / The Agency processes your personal data pursuant to Art. 6 section 1 letters c and e of the GDPR ³ , and also pursuant to Art. 9 section 2 letters g and j of the GDPR in connection with art. 6 section 1 letters c and e of the GDPR in order to: perform a public task in the field of internationalization of higher education and science entrusted to the Agency, i.e. the task specified in Art. 2 of the Act of July 7, 2017 on the Polish National Agency for Academic Exchange; 1) wypełnienia przez Agencję obowiązków prawnych związanych z realizacją umowy o finansowanie projektu, w tym obowiązków statystycznych i związanych z monitorowaniem, sprawozdawczością, komunikacją, publikacją, ewaluacją, zarządzaniem finansowym, weryfikacją i wykonywaniem audytów projektów oraz w celu określania kwalifikowalności uczestników; / fulfilment by the Agency of legal obligations related to the implementation of the project financing agreement, including statistical and monitoring, reporting, communication, publication, evaluation, financial management, verification and auditing obligations of projects and to determine eligibility of participants;
Kategorie przetwarzanych danych / Categories of processed data	Agencja może przetwarzać następujące kategorie Pani/Pana danych: / The Agency may process the following categories of your data: 1) dane identyfikacyjne, wskazane w art. 87 ust. 2 pkt 1 ustawy wdrożeniowej ⁴ , w tym: imię, nazwisko, adres, adres poczty elektronicznej, numer telefonu, numer faksu, PESEL, REGON, wykształcenie, identyfikatory internetowe; / identification data indicated in Art. 87 section 2 point 1 of the Implementation Act ⁴ , including: name, surname, address, e-mail address, telephone number, fax number, PESEL number, REGON number, education, online identifiers; 2) dane związane z zakresem Pani/Pana uczestnictwa w projekcie, wskazane w art. 87 ust. 2 pkt 2 ustawy wdrożeniowej, w tym: wynagrodzenie, formę i okres zaangażowania w projekcie; / data related to the scope of your participation in the project, indicated in Art. 87 section 2 point 2 of the Implementation Act, including: remuneration, form and period of involvement in the project; 3) Pani/Pana dane widniejące na dokumentach potwierdzających kwalifikowalność wydatków, wskazane w art. 87 ust. 2 pkt. 3 ustawy wdrożeniowej, w tym numer rachunku bankowego, doświadczenie zawodowe; / Your data appearing on the documents confirming eligibility of expenses, indicated in Art. 87 section 2 point 3 of the Implementation Act, including bank account number, professional experience; 4) dane wskazane w art. 87 ust. 3 ustawy wdrożeniowej dotyczące pochodzenia rasowego lub etnicznego lub dotyczące zdrowia, o których mowa w art. 9 RODO; / data indicated in Art. 87 section 3 of the Implementation Act regarding racial or ethnic origin or health referred to in Art. 9 of the GDPR; 5) dane dotyczące wizerunku osób uczestniczących w realizacji Programu lub biorących udział w wydarzeniach z nim związanych – na podstawie dobrowolnie wyrażonej oddzielnej zgody. / data regarding the image of people participating in the implementation of the Programme or taking part in events related to it - on the basis of a separate, voluntarily granted consent.
Okres przetwarzania danych / Data processing period	Pani/Pana dane osobowe będą przetwarzane przez Agencję do momentu ustania celu przetwarzania lub przez okres wynikający z kategorii archiwalnej dokumentów, w których ujęte są dane, określonej w przepisach wykonawczych do Ustawy z dnia 14 lipca 1983 r. o narodowym zasobie archiwalnym i archiwach. / Your personal data will be processed by the Agency until the purpose of processing ceases or for the period resulting from the archival category of documents containing the data, specified in the implementing provisions to the Act of July 14, 1983 on national archival resources and archives.
Udostępnianie/powierzenie danych / Sharing/entrusting data	Z zachowaniem wszelkich gwarancji bezpieczeństwa Pani/Pana Agencja może udostępnić Pani/Pana dane podmiotom uprawnionym do ich otrzymywania na podstawie przepisów prawa, w tym w szczególności na podstawie ustawy wdrożeniowej, lub przekazać podmiotom przetwarzającym je w

³ Rozporządzenie Parlamentu Europejskiego i Rady (UE) 2016/679 z dnia 27 kwietnia 2016 roku w sprawie ochrony osób fizycznych w związku z przetwarzaniem danych osobowych i w sprawie swobodnego przepływu takich danych oraz uchylenia dyrektywy 95/46/WE / Regulation (EU) 2016/679 of the European Parliament and of the Council of 27 April 2016 on the protection of natural persons with regard to the processing of personal data and on the free movement of such data, and repealing Directive 95/46/EC

⁴ Ustawa z dnia 28 kwietnia 2022 r. o zasadach realizacji zadań finansowanych ze środków europejskich w perspektywie finansowej 2021–2027 / Act of April 28, 2022 on the principles of implementing tasks financed from European funds in the 2021-2027 financial perspective

	imieniu Agencji na podstawie stosownej umowy powierzenia przetwarzania danych. / While maintaining all security guarantees, your Agency may make your data available to entities authorized to receive it under the law, in particular under the Implementation Act, or transfer it to entities processing it on behalf of the Agency on the basis of an appropriate data processing agreement.
Przekazywanie danych do państw trzecich / Transfer of data to third countries	Pani/Pana dane nie będą przekazywane do państwa trzeciego ani organizacji międzynarodowej. W przypadku, gdyby zaszła konieczność przekazania danych do państwa trzeciego Agencja zapewni odpowiednie zabezpieczenia dla przekazania tych danych i skuteczne środki ochrony prawnej, a w szczególności standardowe klauzule umowne przyjęte przez Komisję Europejską i poinformuje Panią/Pana o tym fakcie. / Your data will not be transferred to a third country or international organization. If it is necessary to transfer data to a third country, the Agency will provide appropriate security for the transfer of this data and effective legal protection measures, in particular standard contractual clauses adopted by the European Commission, and will inform you about this fact.
Podejmowanie decyzji opartych wyłącznie na zautomatyzowanym przetwarzaniu danych osobowych, w tym profilowanie / Making decisions based solely on automated processing of personal data, including profiling	Nie zachodzi. / Does not apply.
Wymóg podania danych/źródło danych / Requirement to provide data/data source	Agencja pozyskuje dane bezpośrednio od osób, których one dotyczą, albo od instytucji i podmiotów zaangażowanych w realizację projektów FERS, w tym w szczególności od wnioskodawców i beneficjentów i partnerów. Odmowa przekazania danych oznacza pozostawienie wniosku bez rozpatrzenia lub brak możliwości uczestniczenia konkretnej osoby w realizacji Programu. / The Agency obtains data directly from the persons concerned or from institutions and entities involved in the implementation of the European Funds for Social Development projects, in particular from applicants, beneficiaries and partners. Refusal to provide data means that the application will not be considered or that a specific person will not be able to participate in the implementation of the Programme.
Prawa osoby, której dane dotyczą / Rights of the data subject	Mogą Państwo złożyć do nas wniosek o dostęp do swoich danych osobowych, sprostowanie danych, przeniesienie danych oraz ograniczenie przetwarzania danych osobowych - na zasadach określonych w RODO. / You can submit an application to us for access to your personal data, rectification of data, transfer of data and restriction of personal data processing - on the terms set out in the GDPR. Mogą Państwo także wnieść skargę do Prezesa Urzędu Ochrony Danych Osobowych, jeżeli uznają Państwo, że przetwarzanie Państwa danych osobowych przez Agencję narusza przepisy prawa. / You may also lodge a complaint with the President of the Personal Data Protection Office if you believe that the processing of your personal data by the Agency violates the law.
Kontakt do inspektora ochrony danych w Agencji / Contact to the data protection officer at the Agency	odo@nawa.gov.pl

Podpis uczestnika projektu / Signature of the project participant

[podpisano: kwalifikowanym podpisem elektronicznym; profilem zaufanym; podpis odręczny; autoryzacja elektroniczna / signed: with a qualified electronic signature; trusted profile; handwritten signature; electronic authorization]

ZGODA UCZESTNIKA NA PRZETWARZANIE DANYCH I WIZERUNKU / PARTICIPANT'S CONSENT TO THE PROCESSING OF DATA AND IMAGE

Wyrażam zgodę na utrwalenie mojego wizerunku w formie fotografii analogowej, fotografii cyfrowej lub nagrania przez Narodową Agencję Wymiany Akademickiej (Administradora) i nieodpłatne wykorzystanie mojego wizerunku (wraz z możliwością jego opisanego moim imieniem i nazwiskiem, stanowiskiem, tytułem, instytucją, krajem pochodzenia, programem z którego skorzystałem/am) w celach wskazanych poniżej (proszę zaznaczyć odpowiednie pole lub pola poniżej): / **I hereby consent to the recording of** my image in the form of analogue photography, digital photography or recording by the Polish National Agency for Academic Exchange (Administrator) and the free use of my image (including the possibility of labelling it with my name and surname, position, title, institution, country of origin, programme with which I have benefited from) for the purposes indicated below (please check the appropriate box or boxes below):

upowszechnianie opracowań i publikacja na stronie internetowej Administratora, / dissemination of studies and publication on the Administrator's website,

upowszechnianie opracowań i publikacja w mediach społecznościowych Administratora, / dissemination of studies and publication on the Administrator's social media,

publikacja w materiałach ofertowych, reklamowych lub promocyjnych Administratora, / publication in the Administrator's offer, advertising or promotional materials,

upowszechnianie opracowań i publikacja w materiałach wewnętrznych Administratora (np. na tablicy ogłoszeń), / dissemination of studies and publication in the Administrator's internal materials (e.g. on a notice board),

publikacja opracowań w formie drukowanej. / publication of studies in printed form.

Przyjmuję do wiadomości, że: / I hereby acknowledge that:

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Rozpowszechnianie wizerunku, stanowiącego jedynie szczegół całości (zdjęcia grupowe, zdjęcia/nagrania z przyjęć, zdjęcia/nagrania, gdzie wizerunek osoby nie stanowi głównego lub podstawowego elementu tego ujęcia), nie wymaga zgody (podstawa prawna: art. 81 ust. 2 pkt. 2 ustawy z dnia 4 lutego 1994 r. o prawie autorskim i prawach pokrewnych). / The dissemination of an image that is only a detail of the whole (group photos, photos/recordings from parties, photos/recordings where the image of the person is not the main or basic element of the shot) does not require consent (legal basis: Article 81(2) point 2 of the Act of February 4, 1994 on copyright and related rights).

Podpis uczestnika projektu / Signature of the project participant



European Funds
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signed: with a qualified electronic signature; trusted profile; handwritten signature; electronic authorization]*



6.5 Required elements of a document containing detailed learning outcomes relating to the acquired competence

The document confirming learning outcomes should contain the following elements:

1. Project identification data including:

- Logos of the European Funds, the Republic of Poland, the EU and NAWA
- NAWA Beneficiary's project number and project title
- Name of the NAWA Beneficiary

2. Data identifying the form of support as a result of which the person improved competences, including:

- Type and title of the form of support
- Details of the institution(s) providing support (if applicable)
- Period of implementation of the form of support
- Description of acquired competences divided into: knowledge, skills, social competences
- Description of learning outcomes for individual competencies

3. Data identifying the method of verification (validation) and confirmation of learning outcomes, including:

- Method of verification/validation of learning outcomes based on the adopted criteria
- Confirmation of the acquisition of learning outcomes
- Confirmation of the use of solutions ensuring the separation of education and validation processes.
- Place and date of issue of the document.