



"LETTER OF AGREEMENT" COVERING ELC INTERNSHIPS

Background

IUCN-ELC provides internships to highly-motivated young students and young lawyers from around the world who have a background in environmental law or studies with a significant legal component. With a view to contributing to their vocational training, IUCN-ELC places great importance on internships as a significant tool in supplementing the knowledge acquired during students' studies, enabling them to understand the way in which an international organization functions, the role of establishing and maintaining networks and to broaden their knowledge and awareness in the field of environmental law. Most important, internships at the ELC offer students and young professionals an opportunity to contribute to the work of IUCN - the World Conservation Union.

Duration

The duration of the internship shall be.....months. Upon approval of the Director of the ELC, an internship may be extended.

Request for leave, interruption or end of internship

In response to a reasoned request from the intern or by the Director of the ELC, an internship shall be interrupted or ended before the approved expiry date. The same applies to any request for leave.

Attestation

Upon completion of the internship, the intern will be given an attestation of his/her performance signed by the Director of the ELC.

Remuneration

The ELC is not in a position to provide remuneration to interns nor to assist with accommodation, travel expenses or other arrangements. Thus the costs of this internship will be borne by the intern.

Sickness & accident insurance

Interns must provide evidence of insurance against the risks of sickness and accidents for the full period of their internship. IUCN-ELC cannot assume this responsibility.

Working Hours

Interns shall carry out their assignments according to the schedule of working hours agreed with the Director of the ELC, not to exceed normal working hours except by mutual agreement.

Conduct & Confidentiality

Interns are required to keep confidential any and all unpublished information acquired during the course of their internships and may not publish any reports or papers on the basis of information obtained, unless authorized to do so by IUCN-ELC.

Intellectual Property

Unless otherwise negotiated, IUCN-ELC is the inherent copyright owner of the data and documentation that any intern may have gathered, reviewed and/or analyzed on behalf of IUCN-ELC and in IUCN-ELC contracted time, whether or not such data and documentation have been published by IUCN-ELC.

Commitment

Interns shall work in accord with the objectives of IUCN, as contained in IUCN Statutes. By agreeing to work for IUCN-ELC, interns shall undertake to uphold the highest standards of professional behavior and to ensure that IUCN-ELC's integrity and reputation shall not be damaged by their actions. Throughout the duration of the internship, the interns shall be at the disposal of IUCN-ELC Secretariat.

Conflicts of interest

Interns shall refrain from activities which would be incompatible with or undermine IUCN-ELC's status as an international organization, or which would put them in a position where there could be a conflict between their own interests and those of IUCN-ELC.

(Signature of Intern)

(Signature of Director, IUCN-ELC)

Date: _____