**annexes to acceptance letter**

International Training Programme ITP320/6

*“Developing Strategies for National Chemicals Management”*

**ANNEX 1**

# **General rules (Code of Conduct) for participants in Sida’s International Training Programmes**

The overall and study-specific rules apply for the whole programme period and shall be followed in all its parts. Confirmation of participation means that you have understood and accepted these rules.

The rules are intended to facilitate your participation in the training programme and support the ambition to reach the overall and specific objectives.

As a participant, you will at all times be regarded as a representative of your country. In your contacts with other participants, organisers and lecturers (including social contacts outside the programme) you are expected to act accordingly.

Overall rules for conduct and behaviour

* To follow national legislation and other regulations.
* To show respect in all your contacts regardless of sex, age, ethnic background, political or religious belief.
* To be aware that all forms of discrimination, sexual harassment, abuse of alcohol or drugs are strictly prohibited.

Programme-specific rules

* To take responsibility for your studies and share your knowledge with other participants.
* To take responsibility for equipment put at your disposal by the organiser during the programme. This equipment is to be used solely for the benefit of your studies.
* To inform and regularly discuss the development of the project proposal with the programme organisers during the preparatory phase of the programme.
* To inform and regularly discuss the proceeding of the project with the programme organisers during the interim period of the programme.
* To take part in evaluations and other assessments relating to the programme.
* To respect that family members are not allowed to accompany programme participants.

Sanctions

Violation of these rules may lead to sanctions. Within the mandate of Sida, one possible sanction is suspension from the programme and disbandment to the home country.

**ANNEX 2**

I hereby confirm my participation in all parts of the programme according to the rules.

……………………………………………….

*(Signature)*

……………………………………………….

Name of participant (in print)

I hereby endorse the participation of

*………………………………………………………….*

*(Name of participant)*

in all parts of the programme “Developing Strategies for National Chemicals Management, including support to the change project.

On behalf of

*…………………………………………………………*

*(Nominating organisation)*

*………………………………………………………...*

*(Signature)*

………………………………………………….

Name (in print)

………………………………………………….

Official position

………………………………………………….

Email address