**PH1\_Client\_Agreement\_REMOTE\_EN**

Between

**Swisscontact - Swiss Foundation for Technical Cooperation /**

**Senior Expert Contact (SEC)**

and (Name of client and country)

Assignment number:

The two parties agree on the following:

**1. Obligation of the SEC**

* to mandate the SEC expert for a short-term **remote** consultancy assignment for the following period:

from       to

(min. 1 one-on-one digital meeting of at least 2 hours per week, min. working time: 6-12 weeks, duration can be extended if necessary.)

* regular progress meetings and reports
* close supervision and evaluation of the assignment

**2. Obligation of the client**

* designation of a key person responsible for the SEC expert
* sufficient and adequate tools available allowing to conduct digital meetings (fast internet connection, microphone and camera)
* completion of final evaluation report
* full commitment and transparency and participation in the **remote** assignment
* cost participation if applicable to be paid to Swisscontact in advance:

**3. Liability**

Neither Swisscontact/Senior Expert Contact (SEC) nor the SEC expert will be liable for any claims that might arise out of the bona fide activity of the expert.

Swisscontact may terminate this agreement at any time and is not liable for any possible damages caused.

**4. Amendments and changes**

Amendments and changes to this agreement shall be in writing.

The documents “Client REMOTE Assignment Request” and “Client Guidelines for REMOTE assignments” are applied and form an integral part of this agreement.

**5. Governing law and jurisdiction**

This agreement is governed by and shall be construed in accordance with Swiss substantive law.

The competent law courts of Zurich, Switzerland, shall have exclusive jurisdiction in any action which may arise from or in connection with this agreement (including the validity of this clause).

Place, Date

Client Signature

Place, Date

Swisscontact/Senior Expert Contact Signature

**Attachments:**

* Client REMOTE Assignment Request (PH1\_Client\_REMOTE\_Assignment\_Request)
* Client Guidelines for REMOTE assignments (PH1\_Client\_Guidelines\_for\_REMOTE\_assignments)

[Version April 2021]