



OFICINA SOLUCIONES DIGITAL

REGISTRO PROPIEDAD INTELECTUAL PRINCIPADO DE ASTURIAS.
Asientos Registrales N°05/2016/58 y 05/2016/384

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DIGITAL SOLUTION OFFICE

DSO LICENSED TRAINING CENTER

Mr. / Mrs. with ID
on behalf of the following organization.....

Company Name	
VAT ID	
Address	
Zip/Postal Code	
Landline phone Not required	
Cell phone	
E-mail	
Web Not required	

STATES

its interest in acting as a DSO-LICENSED TRAINING CENTER for the organization,
promotion, and dissemination of the DSO courses

For such purposes, the Organization....., under
the Professional Direction of DSO Trainer&Consultant
Ms/Mr....., undertakes to
comply with the DSO working procedures for its management and in the following
terms

FIRST: Objectives. Target audience. DSO White Seal

Objectives:

To facilitate legal operators and citizens, the knowledge of DSO Digital Platform as a tool for the resolution of claims raised by citizens, whistleblowers, and victims of corruption for the defence and protection of their legitimate rights.

The application of DSO working procedures will facilitate in real-time simple, fair solutions to unnecessarily complex problems within deadlines (min 1 day - max 6 days)

Target audience:

Public and Private Entities

Users ,Consumers, Citizens, Victims, Complainants, and Whistleblowers

DSO White Seal:

The completion of any of the modules will count as training credits for obtaining the Certification as a DSO Licensed Trainer&Consultant, Technicians and DSO Licensed Complaints Handler



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SECOND.- DSO TUITION & FEES

Online

DSO TUITION		TIME MIN-MAX	FEE *	COST
DSO Trainer&Consultant	1 student	18 Hours	250€	250€
DSO Technician (Mk, Ac, Cs)	1 student	6 Hours	100€	100€

Attendance course

DSO TUITION		TIME MIN-MAX	FEE *	COST
DSO Technician (Mk, Ac, Cs)	1-25 students	6 Hours	125€/ Hour	750€
DSO TUITION		TIME MIN-MAX	FEE *	COST
DSO Trainer&Consultant	1-4 students	18 Hours	75€/Hour	1350€
	5-9 students	18 Hours	135€/ Hour	2430€
	10-14 students	18 Hours	185€/H Hour	3330€

*(IVA incluido)

Travel expenses

Travel costs of the project trainer will be paid by the Accounting Area of the LICENSED TRAINING CENTER. before the provision of the service, and their total cost can be significantly reduced if there is adequate coordination with the Client regarding the provision of the corresponding service.

AVAILABILITY of the trainer (travel time)

- 30 Euros/Hour (VAT included)
- 9.00 to 17.00 hours- Monday to Friday
- 42 Euros/Hour (VAT included)
- 17.00 to 9.00 hours- Saturday, Sunday, and Holidays.

TRAVEL (Transportation, Lodging, Per Diem): S/C According to Cost.



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SUBJECTS	TIME	ECTS
DSO BUSINESS MODEL:	6 hours	1
<ul style="list-style-type: none">SERVICES..FUNDINGDSO TEAM		
DSO: DIGITAL SOLUTION OFFICE <i>From the problem to the solution Standard Working Procedure/ Value Stream Mapping</i>	6 hours	1
<ul style="list-style-type: none">SIMPLE CLAIMCOMPLEX COMPLAINTSUSTAINABILITY REPORT / EXTRAJUDICIAL CLAIMMEDIATION/ ARBITRATION PROCEDURE		
DSO WHITE SEAL: <i>"The tool that makes it easier for citizens to monitor the performance of public and private services."</i>	6 hours	1
<ul style="list-style-type: none">ETHICAL AND TRANSPARENT MANAGEMENT PROJECT –ETMP-ETHICAL PEOPLE MANAGEMENTETHICAL PROCUREMENT MANAGEMENT		



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THIRD.- LECTURERS' REMUNERATION -

The trainer will receive the following amounts from the Entity..... as consideration for the teaching given

Online

DSO TUITION		TIME MIN-MAX	FEE *	LECTURER
DSO Trainer&Consultant	1 student	18 Hours	250€	100€
DSO Technician (Mk, Ac, Cs)	1 student	6 Hours	100€	40€

Attendance course

LECTURERS' REMUNERATION (80%)			
PARTICIPANTS	1-4 students	5-9 students	10-14 students
DSO Trainer&Consultant	60€ /hour	108 €/hour	148€/hour
PARTICIPANTS	1-25 students		
DSO Technician (Mk, Ac, Cs)	100€ /hour		



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TUITION	TIME MIN-MAX	ATTENDEES	FEE *	LECTURER
Specific Conference/Lecture	2-6 Hours	50-100	185€/Hour	296€-888€
DSO Trainer&Consultant	18 Hours	1-4 students	60€/Hour	1080€
		5-9 students	108€/Hour	1944€
		10-14 students	148€/Hour	2664€
DSO Technician (Mk, Ac, Cs)	6 Hours	1-25 students	100€/Hour	600€

*(VAT included)



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FOURTH.- LTC -LICENSED TRAINING CENTER- REMUNERATION

The entity.....(code) in return for organizing the course will receive

Online

DSO TUITION		TIME MIN-MAX	FEE *	LTC
DSO Trainer&Consultant	1 student	18 Hours	250€	75€
DSO Technician (Mk, Ac, Cs)	1 student	6 Hours	100€	30€

Attendance course

LTC -LICENSED TRAINING CENTER REMUNERATION- (10%)					
		DSO Trainer&Consultant			DSO Technician (Mk, Ac, Cs)
PARTICIPANTS		1-4 students	5-9 students	10-14 students	1-25 students
CONCEPTS:		7,5€/hour	13,5 €/hour	18,5 €/hour	12,5€/hour
CO	Contabilidad	3,75 €/hour	6,75€/ hour	9,25€/ hour	6,25€/ hour
MK	Marketing	3,75 €/hour	6,75€/ hour	9,25€/ hour	6,25€/ hour



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TUITION	TIME MIN-MAX	ATTENDEES	FEE *	LTC (10%)
Specific Conference/Lecture	2-6 Hours	50-100	18,5 €/Hour	37€-111€
DSO Trainer&Consultant	18 Hours	1-4 alumnos	7,5 €/Hour	135€
		5-9 alumnos	13,5 €/Hour	243€
		10-14 alumnos	18,5 €/Hour	333€
DSO Technician (Mk, Ac, Cs)	6 Hours	1-25 alumnos	12,5 €/Hour	75€



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FIFTH.- DSO REMUNERATION

Online

DSO TUITION		TIME MIN-MAX	FEE *	OSD
DSO Trainer&Consultant	1 student	18 Hours	250€	75€
DSO Technician (Mk, Ac, Cs)	1 student	6 Hours	100€	30€

Attendance course

DSO REMUNERATION (10%)					
		DSO Trainer&Consultant			DSO Technician (Mk, Ac, Cs)
PARTICIPANTS		1-4 students	5-9 students	10-14 students	1-25 students
CONCEPTS:		7,5€/hour	13,5 €/hour	18,5 €/hour	12,5€/hour
TM	Technical Management	3,75 €/hour	6,75€/ hour	9,25€/ hour	6,25€/ hour
IT	Information &Technology	3,75 €/hour	6,75€/ hour	9,25€/ hour	6,25€/ hour



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TUITION	TIME MIN-MAX	ATTENDEES	FEE *	DSO (10%)
Specific Conference/Lecture	2-6 hours	50-100	18,5 €/Hour	37€-111€
DSO Trainer&Consultant	18 hours	1-4 students	7,5 €/Hour	135€
		5-9 students	13,5 €/Hour	243€
		10-14 students	18,5 €/Hour	333€
DSO Technician (Mk, Ac, Cs)	6 hours	1-25 students	12,5 €/Hour	75€



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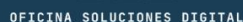
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TUITION	TIME	ATTENDEES	FEE *	LECTURER	LTC (30%)	DSO
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ANNEX I.



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	MIN-MAX			(40%)		(30%)
Online						
DSO Trainer&Consultant	18 hours	1 student	250€	100€	75€	75€
DSO Technician (Mk, Ac, Cs)	6 hours	1 student	100€	40€	30€	30€
TUITION	TIME MIN-MAX	ATTENDEES	FEE *	LECTURER (80%)	LTC (10%)	DSO (10%)
Attendance Course						
Specific Conference/Lecture	2-6 hours	50-100	185€/ Hour	296€-888€	37€-111€	37€-111€
DSO Trainer&Consultant	18 hours	1-4 students	75€/ Hour	1080€	135€	135€
		5-9 students	135€/ Hour	1944€	243€	243€
		10-14 students	185€/ Hour	2664€	333€	333€
DSO Technician (Mk, Ac, Cs)	6 hours	1-25 students	125€/ Hour	600€	75€	75€

SIXTH.- CLAUSE GUARANTEE CLAIM from VICTIMS and CITIZENS

The condition of the Entity as a DSO LICENSED TRAINING CENTER and managed under the DSO work procedures, shall not prevent any citizen from formulating a motivated complaint or claim against this entity, and DSO undertakes to resolve the claim objectively and impartially to guarantee the effective judicial protection of both parties.

SEVENTH - NON-DISCLOSURE AGREEMENT - OBLIGATION OF CONFIDENTIALITY CLAUSE

The COMPANY as an DSO Licensed Training Centre (LTC) considers the INFORMATION to be of a secret and confidential nature (Intellectual Property Register. Principado de Asturias. Spain, System of Control and Prevention of Corruption R. N 05/2016/58, LAC Integral Management System R. N 05/2016/384) provided or to be provided by LAC, refraining from its dissemination and disclosure to third parties, without prior, express and written consent of both parties. Therefore, the parties undertake not to disclose or communicate the INFORMATION provided to them, to prevent the copying or disclosure of the said INFORMATION to third parties, to restrict access to the INFORMATION to their employees, lawyers or related personnel; to the extent that they may reasonably need it, not to use the INFORMATION or fragments thereof for purposes other than those stipulated in this Agreement.

Likewise, the COMPANY undertakes to properly identify the INFORMATION provided or supplied as confidential and to pay as compensation for breach of its obligation of confidentiality the amount of **5,000,000 €** to the holder of the Intellectual Property Rights - Intellectual Property Registry. Principado de Asturias. Spain, System of Control and Prevention of Corruption R. N 05/2016/58, LAC Integrated Management System R. N 05/2016/384.

EIGHTH - GDPR -DATA PROTECTION CLAUSE-

Under Regulation (EU) 2016/679 of the European Parliament and of the Council of 27 April 2016 (RGPD2016/679), we inform you that the data directly provided by you - and which you expressly authorize to be processed - and for which DIGITAL SOLUTION OFFICE is the Data Controller, are legitimately processed based on a business relationship and the performance of the tasks agreed in this contract, to carry out the necessary procedures for the provision of the services agreed, as well as the administrative procedures linked to said services. Said data will be processed in a mixed format and managed for the purpose described above, and access to the same by unauthorized third parties will not be permitted.

You have the right to access, rectify, modify, delete, limit, and cancel all this data, to exercise your right to portability, to be forgotten and/or not to have profiles created, as well as to revoke your consent, by simply sending your request to the Data Controller, DIGITAL SOLUTION OFFICE, via its e-mail address: gdpr@digitalsolutionoffice.com , putting the right you wish to exercise in the subject line.

You, as the data subject, are obliged to provide up-to-date, accurate, and truthful data.

We will keep your data active for as long as we maintain our professional relationship with you.