CONTRACT FOR A TRAINEESHIP AND / OR RESEARCH PERIOD IN BELGIUM

- **Details of the organisation / company**

  Name: KU Leuven - CampusGroupT

  Address: Oude Markt 13, 3000 Leuven

  Company Number: 0419.052.173

  Represented by: Wim Dewulf

  Title of representative: Campus chair

  Hereafter referred to as "the Organisation".

- **Details of the educational institution**

  KU Leuven, Faculty of Engineering Technology

  Address: Oude Markt 13, 3000 Leuven

  Company Number: 0419.052.173

  Represented by: Jeroen Van Aken

  Title of representative: master thesis coordinator electronics and ICT engineering technology campus Group T

  Hereafter referred to as "KU Leuven".

- **Details of the student**

  Name: RUI ZHU

  Official address: Frederik Lintsstraat 18, Leuven 3000

  Social Security Number: 980319-64192

  Student Number: r0734658

  Faculty and study programme: Master of Electronics and ICT Engineering Technology (Leuven).

  Hereafter referred to as "the Student".

The Student, KU Leuven and the Organization agree as follows:

1 Aim and duration of the contract

The Organisation agrees to host the Student, who will undertake [1]a traineeship / conduct research as part of his/her Bachelor's thesis / Master's thesis / a research

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[1] The choice made here applies to the whole of this contract.

project (*delete as appropriate)* for a period of one year commencing on 1st September 2020 and ending on 30th September 2021[2]

The Student will undertake the traineeship / conduct research as a student of KU Leuven and can in no way be considered as an employee of the Organisation.

2 Description of the traineeship / research

The traineeship / research period forms an integral part of the Student's programme of study and must be relevant to it.. The Student's responsibilities must be appropriate to his/her level of training .
The Student will participate in the following activities and assignments within the Organisation:

Solving research problems based on the topic assigned to the student on data procured through public database towards the fulfillment of their masters thesis research. This includes doing literature survey, implementing state-of-the-art algorithms and solving the research question under the guidance of supervisors.

Subject of the traineeship /research (if applicable and if known):
Early Sepsis Prediction from Clinical Data
Expected outcome of the traineeship / research:

Research towards solving the given problem and wrting and defending the master thesis on the assigned topic.

3 Remuneration

The traineeship / research period is unsalaried. Only expenses incurred in the performance of this contract and approved by the Organization may be reimbursed by the Organisation upon submission of receipts.

4 Designation of supervisors

KU Leuven designates as supervisor and contact person:
Name: Bart Vanrumste
Telephone: +32 16 32 64 07
Email: bart.vanrumste@kuleuven.be
The Organisation designates as supervisor and contact person:
Name: Chetanya Puri
Telephone: +32 16 37 90 47
Email: chetanya.puri@kuleuven.be
To ensure that the traineeship / research period runs smoothly, the supervisors will monitor the Student's progress and will contact each other if necessary.

5 Specific obligations of the Organisation

The Organisation shall provide an appropriate welcome and orientation.
The Organisation shall inform the Student about the applicable regulations and, in the case of a traineeship, give him / her a copy of the work rules.
If, during the performance of this contract, the Student is to process personal data of the Organisation, the Organization is responsible for compliance with all relevant legislation.

6 Specific obligations of the Student

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[2] The traineeship / research period will automatically end once the Student is no longer enrolled as a student at KU Leuven.

The Student agrees to comply with applicable regulations, safety measures and guidelines .
The Student shall observe the code of professional ethics applicable to him/her .
The Student shall maintain the confidentiality of the Organisation's personnel and customer data.
The Student must be present in the Organisation at the times agreed with the Organisation.
If absent, the Student shall immediately inform the supervisors of both the Organization and KU Leuven, stating reasons for his/her absence.
The Student shall exercise due care in handling objects and materials entrusted to him/her or put at his disposal by the Organisation.

7 Confidentiality

The Student shall not disclose confidential information[3] of the Organisation to third parties without the prior written consent of the Organisation. An exception is made for the KU Leuven supervisor and – in the case of a thesis – members of a thesis jury, if disclosure of confidential information is needed to ensure adequate supervision or evaluation. In turn, the supervisor and the KU Leuven jury members are also bound by confidentiality. The KU Leuven commits to impose the obligation of confidentiality on the external jury members.
The Organisation shall designate the information as confidential at the time of disclosure to the Student. Confidential information may only be used by the Student for and during the performance of this contract. The Organisation retains ownership of its confidential information. Upon termination of this contract, the Student shall promptly return all confidential information to the Organisation. This obligation of confidentiality will remain in effect for three years from the date of termination of the contract. If the Student has used confidential information of the Organisation, he/she must seek the Organisation's consent prior to any publication of the results obtained during the performance of this contract. The Organisation has ten working days to request the removal of confidential information. If no comments are raised within this period , the publication will be deemed to be approved.

8 Health and safety obligations

The Student must submit his/her KU Leuven HSE[4] file to the Organisation. This file, which gives an overview of the risks involved in his/her programme of study and the HSE monitoring required , forms an integral part of this contract.

In accordance with the provisions of the Well-being at Work Act, the Organisation shall carry out a workplace risk assessment. If the risk assessment identifies additional HSE risks during the traineeship / research period, the Organisation shall inform KU Leuven by indicating these risks - as well as the safety measures to be taken - in the HSE file. If health surveillance is required, this will be carried out by KU Leuven, unless specified otherwise in the HSE file.
If the Organisation fails to sign or return the HSE file, KU Leuven will assume that the traineeship / research period does not involve any additional HSE risks to the Student.

If medical monitoring is required, the Student must hold a Health Assessment Form at

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[3] Confidential information is any information and data which is clearly designated as confidential by the organization at the time of disclosure to the student, with the exception of information which (a) is already publicly available; (b) was already known to the student prior to disclosure by the organization; (c) has been disclosed to the student by a third party without any obligation of confidentiality; (d) is independently developed by the Student without using the Organisation's confidential information; (e) the Student is obliged to disclose for legal reasons or due to a judicial decision, on condition that the Student notifies the Organisation of this legal obligation or judicial decision.
[4] HSE = Health, Safety, Environment.

the start of the traineeship / research period. Without this form, the Student will not be entitled to start the traineeship / research period.

9 Insurance

KU Leuven has taken out the necessary insurances for the entire duration of the internship/ the research and provides cover within the guarantees of these policies.

During the performance of this agreement, the Student is covered by KU Leuven:
- for personal accident and injury coverage, both in the workplace and while travelling to and from the workplace: through the Student Accident insurance policy, in case of research, and through the Work Accident insurance policy, in case of an internship.
  More info on: https://admin.kuleuven.be/student-accidents
- for civil liability: through the Civil Liability insurance policy and, in case of an internship, in accordance with article II.355/1 of the Codex Higher Education.
  More info on: https://admin.kuleuven.be/public-liability

The Student shall promptly notify the KU Leuven Insurance Office of any accident or damage.
More info on: https://admin.kuleuven.be/contactpersonsvz

10 Termination and dispute settlement

The Parties agree to discuss all problems relating to the commitments they have agreed on, the progress, early termination or evaluation of the traineeship / research. If either the Organisation or the Student fails to meet his/her/its obligations, the other Party will inform the KU Leuven supervisor.

None of the parties may terminate the traineeship/research without prior consultation with the other Parties.
The contract may be terminated for the following reasons:
- by the Organisation:
  - if the student fails to meet his/her obligations under Article 6 or 7 of this contract;
  - in the event of misconduct by the student.
- by KU Leuven:
  - if the student is unavailable;
  - if the student's physical and/or psychological integrity is at risk,
  - if there is a mismatch between the requirements of the Organisation and the objectives of the student's study programme;
  - if the traineeship/research proves inefficient or not useful.

Any dispute relating to this contract will be subject to the exclusive jurisdiction of the courts of Leuven.

Signed in Leuven on ………………………….. in three original copies, of which each party has received one.

the Organisation   KU Leuven   the Student: RUI ZHU
Bart Vanrumste

RUI ZHU

Last update 08/2020