



Obligation of the internship company

Internship company

Name:

Address:

Postcode / City:

Country:

Contact details of the internship supervisor

Name:

Email:

Phone:

Intern

Name:

Date of birth:

Address:

Postcode / City:

Intern's Email address:

Intern's Phone:

Duration of the internship

Start:

End:

Brief description of internship activities

Where will the student work? What are the tasks?

What are the daily working hours? Who conducts the instruction in the company?

Is personal protective equipment (PPE) required? If yes, which? Who provides the PPE?

The internship supervisor ensures compliance with the following:

Supervision

The internship company assumes the duty of supervision during the internship period within the framework of the statutory provisions, in particular in accordance with the Youth Labour Protection Act.

Type of activity

The intern will only be engaged in light work that is suitable for him/her.

Maximum authorised daily working time

- Children (under 15 years): 7 hours
- Adolescents (15-under 18 years): 8 hours (time from start to end of employment, excluding rest breaks)

Rest breaks

- 30 minutes for a working time of more than 4.5 hours and up to 6 hours,
 - 60 minutes for a working time of more than 6 hours.
- Only a break from work of at least 15 minutes counts as a rest break.

Daily free time

At least 12 hours after the end of daily work

Weekly employment duration

The 5-day week is observed.
Employment only takes place between 6:00 AM and 8:00 PM.

Rest days	Employment on Saturdays, Sundays or public holidays is only permitted in exceptional cases, only in certain sectors and only if the 5-day week is guaranteed.
Prohibited work	<p>The student must not be employed in work involving accident risks. In particular, they must not perform work under health-endangering influences such as noise, heat, cold, wetness, vibrations, radiation, or with dangerous substances. Furthermore, they must not be employed in work that exceeds their physical and mental capacity or exposes them to moral dangers.</p> <p>The student will not be employed in piecework or work with a predetermined work pace.</p>
Instruction	Before beginning employment, instruction is required on accident and health hazards to which students are exposed during employment, as well as on facilities and measures to avert these dangers.
First aid	First aid facilities and measures are provided by the internship company.
Personal protective equipment	If employees must be provided with personal protective equipment (e.g., head, eye, hearing protection, safety shoes) for certain activities according to applicable accident prevention regulations, students may only be employed in such work if they use the prescribed protective equipment.
Work accident	The internship company commits to immediately informing the school of any work accident involving the student.
Data protection	If students have access to data subject to data protection during their internship, they must be informed about confidentiality.
Contact	Good contact is maintained with the school's internship coordinator.
Authority	The above-named person is authorized to give binding instructions to the intern in fulfillment of their aforementioned tasks.

Start of work on the 1st day of the internship at _____

Registration on the 1st day of the internship with Mrs/Mr _____

The following items must be brought along _____

Place, date:

Signature of the internship site manager:

Company stamp:

Please return a signed copy of this agreement to us.