

APPENDIX I:

STANDARD WORK PLACE AGREEMENT PERTAINING TO WORKPLACE BASED TRAINING PERIODS FOR PUPILS AND STUDENTS OF MARITIME VOCATIONAL SCHOOLS OR APPROVED TRAINING CENTRES

This model agreement forms part of the CCF dossier

It comprises 2 appendices: Appendix 1 - Standard organisational provisions (mandatory); Appendix 2 - Financial appendix (optional))

Title of the diploma being studied and specialisation:

School or academic year:

Between:

A – The following crew or host organisation:

Name of the crew or host organisation:

Company name, address, country:

Domain of activity of the company:

Name of the vessel(s)*:

Registration number:

Telephone No.:

Fax number:

Represented by (name and surname):

Role:

E-mail:

Last name and first name of the tutor(s) for the placement (if different from the representative of the crew or host organisation):

Role:

E-mail address(es):

Telephone No.:

☐ certifies that on ---- / ---- / ---- the declaration of exemption from specific regulated work for young people under the age of eighteen was sent **to the labour inspector**.

Public liability insurance:

Name of the insurer:

Contract number:

* If there is more than one ship, specify each ship and the dates upon which the young person shall embark on each ship

B – The maritime vocational school or approved training body: :

Name of the establishment:

Address:

Telephone No.:

Fax number:

Represented by (first name and last name):

in their role as:

Referent teacher (first name and last name):

Telephone No.:

E-mail:

Public liability insurance:

Name of the insurer:

Contract number:

C – The pupil or student trainee:

1 - Identity:

First name and last name:

Date of birth:

Marine identification number:

Class:

Pupil's address:

End date of validity of physical fitness:

Telephone No.:

E-mail:

2 – Social security system:

Name of parent of whom the student is a person entitled:

Fund of the parent whose child is a beneficiary (specify the name and address of the fund: CPAM, ENIM or other):

3 – Public liability insurance:

Name of the insurer:

Contract number:

D – Legal representative if the pupil is a minor:

Legal representative: (first name and last name):

Telephone No.:

E-mail:

E – Dates and places where the workplace based training period will take place:

From to and from to (administrative dates)

From to and from to¹ (embarkation dates)

Or as a number of days²:

Of which nights worked:

Place of embarkation:

Place of disembarkation:

¹ If different from administrative dates

² "Each period of a minimum of seven hours attendance time, whether consecutive or not, is deemed to be equivalent to one day and each period of at least 22 days of attendance time, whether consecutive or not, is deemed to be equivalent to one month" / Art. D.124-6 of the Education Code

Having regard to the consultation of the Management Board of the college authorising the head of the establishment to conclude on behalf of the establishment any agreement that pertains to periods of training in the workplace in accordance with the standard agreement;

the following has been agreed:

Article 1 – Purpose of the agreement

The purpose of this agreement is to put in place, for the benefit of the pupil or student trainee, a workplace based training course that is mandatory under the official reference system for the diploma for which they are studying, within the framework of the initial training under school status for which they are registered.

Article 2 – Provisions of the agreement

The agreement comprises general provisions constituted by Appendix 1 and specific provisions of a financial nature constituted by Appendix 2. These provisions shall apply to this agreement unless the law of the flag of the vessel upon which the trainee has embarked provides provisions that are more favourable to the trainee.

Appendix 1 sets out the standard provisions for the organisation of the maritime workplace training period for the trainee in the host organisation, as well as the insurance arrangements. Appendix 2 sets out the arrangements for meeting the costs of the period.

The objectives and pedagogical methods of this training period are designated in the CCF file that can be downloaded from the website (copy and paste link): <https://formations.mer.gouv.fr/reglements-dexamen-documents-94>, sections « Évaluation des périodes de formation en milieu professionnel PFMP pour les CAP et Bac pro », « Fiches synthétiques d'évaluation de l'épreuve prenant en compte les PFMP » et « Évaluation des stages en entreprise pour les BTS ».

A copy of this agreement and associated appendices shall be provided by the maritime vocational school to each of the signatory parties to the agreement.

Drawn up in:

On:

Signatures and stamps

The head of the establishment or the responsible person at the approved training organisation First name: On:	The representative of the crew or host organisation First name: On:	The pupil or student trainee First name: On:
The referent teacher First name: On:	The placement tutor (if different from the representative of the crew or host organisation) First name: On:	The legal representative of the student trainee if they are a minor First name: On:

*Upon receiving the agreement, the shipowner shall **forward it to the affiliated fund noted in Section C-2 of this Agreement**. Should the affiliated fund be the ENIM, the shipowner shall send the agreement to its benefits centre.*