

**ADDENUM NO. 8 concluded on 30.12.2020
TO THE PARTNERSHIP AGREEMENT
No. 16-2016/01.01.2016**

Between:

Cultural Centre of Great Britain: British Council (founded according to the Cultural Agreement between Great Britain and Romania concluded on 22/2/91), Tax Registration Code: 9000000026598, located in Bucharest, 14 Calea Dorobantilor Street, bank account no. RO07CITI 0000 0008 2601 2196, Citibank Romania. – represented by Mr. Nigel Bellingham, Director

and

Scoala Gimnaziala “Paradis”, located in Iasi, fiscal code 17924928, represented by Oana Albu as Headmaster,

hereby referred to as Partners.

The Partners decided today **30.12.2020**, to amend the Partnership Agreement no 16 concluded on 01.01.2016 as follows:

Art.1. Validity Period

The validity of the partnership agreement is extended until **31.12.2021**.

Art.2. Risk assessment and mitigation

A risk assessment and mitigation plan is agreed as per Appendix A, below.

Art.3. Authorisation log and key inventory.

Data completed in authorisation log and key inventory are valid for the current year.

BRITISH COUNCIL

Nigel Bellingham,
Director

.....

Partner Institution

Scoala Gimnaziala “Paradis” Iasi
Represented by Oana Albu, Headmaster

.....

**ACT ADITIONAL NR. 8 din data de 30.12.2020
LA ACORDUL DE COLABORARE
Nr. 16-2016/01.01.2016**

Incheiat intre:

Centrul Cultural Britanic: Consiliul Britanic (infiintat in conformitate cu Acordul Cultural dintre Marea Britanie si Romania din 22/2/91), CIF: 9000000026598, cu sediul in Bucuresti, str. Dorobantilor, nr. 14, avand cont curent nr. RO07 CITI 0000 0008 2601 2196, deschis la Citibank Romania - reprezentat legal de Dl. Nigel Bellingham, Director

si

Scoala Gimnaziala “Paradis”, cu sediul in Iasi, cod fiscal 17924928, reprezentata de Oana Albu, in calitate de Director,

denumiti in continuare Parteneri.

Partenerii au hotarat astazi, **30.12.2020**, modificarea Acordului de Colaborare nr. 16 din data de 01.01.2016, dupa cum urmeaza:

Art.1. Perioada de validitate

Se prelungeste validitatea acordului de parteneriat pana la data de **31.12.2021**.

Art. 2. Evaluarea si diminuarea riscurilor

Planul detaliat mai jos referitor la evaluarea si diminuarea riscurilor este agreat de comun acord, conform Anexei A, atasata.

Art.3. Registrul persoanelor autorizate si inventarul de chei.

Datele completate in registrul persoanelor autorizate si inventarul cheilor de mai jos sint valide pentru anul in curs.

BRITISH COUNCIL

Nigel Bellingham,
Director

.....

Institutia partenera

Scoala Gimnaziala “Paradis” Iasi
Reprezentata de Oana Albu, Director

.....

Appendix A

CMR location/city: _____

Product group (e.g. IELTS/Schools/Uni/Prof/Camb' Eng): _____

Date: _____

Only personnel on this list are authorised to perform these tasks. Please fill in with valid data for current year.
Doar aceste persoane sint autorizate! Va rugam sa completati cu date valabile pentru anul in curs.

Full name	Post/role	Approved tasks							Expiry Date	Staff signature
		Receive and sign for CM on CMR Log	Enter CMR	Have key/code to open CMR door	Have code/ access to CM cabinets	Despatch CM to British Council	Access to sorting room (if sorting not done in CMR)			
KEYS INVENTORY										
	User 1 (name and signature)	User 2 (name and signature)	User 3 (name and signature)	Location						
Keys to CMR										
Keys to CM safe										
Approved by (signature of CEM):										

CMR = confidential materials room
CM = confidential materials

Risk Assessment for examinations in closed sub-centres – mitigation plan

Risk	Early warning	Control to prevent	Control to resolve
Exam Papers/ not sufficient amount/wrong papers	Script checklist shows not enough/wrong papers	Materials checked in detail upon arrival against BC check list. Any issues reported to BC Administrators immediately.	Supervisor to contact BC Administrator immediately.
Damage to secure room/safe		Regular premises and locks checks. Board security stipulations followed according to Partnership Annex 1.	Sub-centre coordinator to announce BC Administrator immediately if CM room is compromised. This is top emergency.
Lost key to secure room/safe		Keys are kept in a minisafe ideally, with a maximum of 2 people having access to it, according to signatures in this Annex. Levels of access are established, so that one person is never able to access CM all by himself/ herself (eg door key kept by Coordinator, safe key kept by School Principal).	Sub-centre coordinator to announce BC Administrator immediately. New locks in place as a matter of urgency.
BC supervisor does not turn up	Phone call or unannounced	British Council Administrator sends regular reminders and updates and keeps close contact with supervisors designated for closed sub-centres	Sub-centre coordinator to contact Cambridge Administrators immediately for an ad-hoc solution.
Invigilator does not turn up	Phone Call / invigilator does not turn up	Sub-centre coordinator to announce exact date in writing and reiterate on training day	On busy sessions ensure an emergency invigilator is available on call
Student taken ill during exam	Student announced with known illness.	Check students with known conditions.	Sub-centre Coordinator to call 112. Special Consideration for all students.
Cheating in the room	Invigilator reports problem	All exam standards (space between candidates, electronic equipment not available in room) apply.	Supervisor to apply board malpractice procedures.
Disruption in/outside the examination room	Invigilator reports problem	Surrounding areas to be checked (ie construction sites) to ensure silent surroundings	Invigilator aware of policy, Supervisor to apply board Special Consideration, if case may be.
Fire alarm goes off/ Earthquake		Training for venue staff covers Health and Safety emergencies – ensure all invigilators are aware of evacuation procedures stipulated in board regulations.	Apply emergency evacuation procedures. Allocate specific assembly point when exams take place on school premises.