

LETTER OF AGREEMENT

made on 18.12.2012 between:

Polish Naval Academy,
ul. Śmidowicza 69, 81-103 Gdynia,
represented by
Commander – Rector Rear-admiral dr inż. Czesław Dyrzcz,
hereinafter referred to as "**Academy**",

and

the European Group of Navigational Institutes,
St. Aldegondiskaai 36-38, B-2000 Antwerp, Belgium,
represented by
Chairman of the EUGIN Council, dr. hab. inż. Krzysztof Czaplewski, prof. AMW,
hereinafter referred to as "**EUGIN**",

§ 1

The object of the Agreement is definition of extent of cooperation between the Academy and EUGIN.

§2

1. Within the frameworks of cooperation the Academy is committed to lend for use an office room, wherein the EUGIN Office is to function.
2. The Office room will be designated in the Decision of Rector Magnificus – Navy Academy Commander.
3. The Office of EUGIN will be attended by the Naval Academy staff, designated by the Rector Magnificus, Navy Academy Commander. A scope of the staff duties will be as follows:
 - Traditional correspondence passing through the Academy open files registry office;
 - Electronic correspondence through e-mail established on EUGIN server. The electronic address of the Office is: office@eugin.info;
 - Delivery of correspondence to the Chairman;
 - Realization of the Chairman's recommendations / orders connecting with preparation and sending round official documents of the Association;
 - Archiving EUGIN documentation in paper and electronic forms.

§3

Within the cooperation frameworks EUGIN is committed to fulfill the obligations as follows:

1. Assistance in conjoint organization of conferences referring to the subjects connected with the Association activity range.
2. Promotion of Polish university maritime educational system. Promotion may not infringe the parity held between the states members of the Association.
3. Information about the location of the Office in the Academy premises will be placed in the EUGIN website (www.eugin.info), providing the link to the Academy's website as well.

Details of the undertakings described in points 1-2 will be each time settled by a representative of the Academy and the Chairman of EUGIN Council.