



## IHRTP 2025 - MEMORANDUM OF AGREEMENT

The IHRTP Memorandum of Agreement must be signed by both the Director of the organization and by the Candidate. If the Candidate is the Director of the organization, please have the President of the Board as well as the candidate sign the Memorandum.

### SECTION TO BE FILLED BY THE DIRECTOR OR PRESIDENT OF THE ORGANIZATION

Name of the organization:

Name of director:

Please describe how your organization would benefit from the candidate's participation in the IHRTP:

The Organization confirms that the Candidate named below:

- Has been an active employee/volunteer with the organization for at least 2 years
- Is capable of communicating effectively in English
- Is committed to fully participating in all Program activities
- Personally completed the application form

The Organization agrees to:

- Assist the Candidate, if accepted, to fully prepare for and participate in the Program and to carry out the related follow-up activities.
- Answer some follow-up questions from Equitas (6 to 12 months after the IHRTP) about benefits to the organization as a result of the candidate's participation in the program.

Director's signature *(please sign the printed version of the document)*:

Date (dd/mm/yyyy):

### SECTION TO BE FILLED BY THE CANDIDATE

Candidate's last (family) name :

First name :

Country :

If I am accepted as a participant in the Program I agree to:

- 1) complete the relevant Program preparation;
- 2) attend and participate fully in all sessions and activities that are part of the required Program;
- 3) develop a concrete and achievable plan that puts their learning into practice through action in their community;
- 4) participate in all evaluation activities during the Program and after its completion;
- 5) promote links of communication and cooperation between my organization, other participating organizations and Equitas;
- 6) show openness and respect towards other participants and all other individuals involved in the program, including to respect other participants' dignity, values, religion and culture, irrespective of race, gender, national or ethnic origin, religion, sexual orientation, age or disability, in accordance with Equitas' Code of Ethics and its Policy on Preventing Sexual Violence, Harassment and Discrimination.

**I understand that failure to comply with any of the above may result in not receiving a certificate of participation and/or my being asked to leave the Program.**

Candidate's signature *(please sign the printed version of the document)*:

Date (dd/mm/yyyy):

*\*Please scan, add both required signatures and upload the signed Memorandum of Agreement to your online application.*