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NPD Skills: learn through experience

Leveraging skills of researchers and employees in the food industry

RIS Professional Development

TERMS & CONDITIONS 2022

EIT Food – Europe’s leading food innovation initiative, working to make the food system more sustainable, healthy and trusted

Knowledge & Innovation Center on Food,
part of the European Institute of Innovation and Technology (EIT)

<http://www.eitfood.eu>



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1. General information

These terms and conditions are an agreement between EIT Food ivzw and the Participant of the EIT Food *NPD Skills: learn through experience* workshop implemented as part of the RIS Professional Development project.

2. Definitions

In these terms and conditions, the following definitions apply:

EIT Food ivzw: means the Knowledge and Innovation Community (KIC) of the European Institute of Innovation and Technology (EIT), registered under Belgian law as an international non – profit organisation, located in Belgium, (hereinafter: EIT Food).

EIT Food *NPD Skills: learn through experience*: means an offered course for professionals to encourage the development of pioneering ideas in food industry (hereinafter: EIT Food NPD Skills).

Participant: means persons who applied for the EIT Food NPD Skills attendance and whose attendance has been confirmed by the invitation letter received via electronic means of communication.

3. Overview of the EIT Food NPD Skills: learn through experience

The NPD Skills workshop brings together food professionals from different backgrounds and countries. It offers a professional blended-learning training aimed to encourage the development of pioneering product ideas in the food industry in RIS countries. The workshop is designed to teach the tools, techniques and best practices developed to support the NPD process and enable participants to learn through experience. The workshop addresses contemporary challenges related to new product development in the food industry. It is based on innovative approaches to teaching and learning and is prepared and delivered by experts from industry, universities and research institutes, namely University of Warsaw, Technion – Israel Institute of Technology, Aarhus University, PepsiCo International, Elea, BeYou, Campden BRI Hungary Ltd. and CSIC- Consejo Superior de Investigaciones Científicas, supported by EIT Food CLC North-East. Participants can expect to develop their skills thanks to live food processing sessions, sensory evaluations,

video case studies, virtual tours, teamwork, simulation-based exercises, and insights from real case studies of various global companies and startups. On the top of this, NPD Skills offers room to network and present research results.

The NPD Skills workshop is a unique opportunity to learn through experience, meet professionals working in the food industry and expand knowledge in the field of new product development!

The workshop is composed of the following sessions:

- Consumer-centric approach & design thinking in NPD;
- Sensory evaluation and its role in food product design;
- Simulation based training using the Project Team Builder simulator;
- Food industry scenario during the COVID-19 pandemic;
- NPD from the perspective of companies: PepsiCo, Elea & BeYou - selected case studies

4. Admission

1. The workshop consists of two sessions: one online and one in-person. Both sessions are obligatory. Additionally, the workshop concluding session will be held online in November 2022.
2. By submitting the application form at EIT Food Application Portal (<https://apply.eitfood.eu/courses/course/117>), the Participant declared to meet the entry requirements for the course as provided on the website: www.eitfoodnpdskills.eu.
3. Applications are accepted from the following RIS countries and territories (based on citizenship): Bulgaria, Cyprus, Croatia, Czech Republic, Estonia, Greece, Hungary, Italy, Latvia, Lithuania, Malta, Montenegro, North Macedonia, Poland, Portugal, Romania, Serbia, Slovakia, Slovenia, Spain, Turkey, Ukraine and Guadeloupe, French Guiana, Réunion, Martinique, Mayotte and Saint-Martin (France), the Azores and Madeira (Portugal), and the Canary Islands (Spain).
4. The ideal applicant should:
 - Be a food professional employed in companies, academia, or research institutes
 - Have an entrepreneurial approach to problem solving and willingness to share their knowledge with other participants of the EIT Food NPD Skills workshops
 - Have relevant knowledge and experience in the food sector (preferably connected to new product development)
 - Have working knowledge of English language (the course will be held in English)
 - Be highly motivated to participate in the EIT Food NPD Skills
 - Be a citizen of one of the RIS countries or territories listed in 4.3. (above)
5. The Participant is responsible for giving the correct information. This expressly refers to the correctness of the electronic mail address.

6. Applications will be assessed by a special committee of experts from project consortium, with regard to formal criteria such as country eligibility, command of English, employment (i.e. work achievements combined with employment period), acceptance of terms and conditions, and answers to questions regarding relevant experiences in new product development in agri-food industry, motivation to participate in the course and willingness to share expertise and to work in a group. Formal criteria will be assessed on a two-point scale (1 – fulfilled, 0 – not fulfilled) while relevant experience and leadership potential on a three-point scale (0 – not satisfactory, 1 – acceptable, 2 – very good). For the purposes of the evaluation process, applicants receiving the same overall amount of points will be assessed by comparing their motivation to attend the course. The reviewers evaluate the applications in an ongoing mode.

5. Tuition fee

The Participant of the EIT Food NPD Skills workshop does not bear any tuition fee.

6. Venue

The workshop will be held as a blended-learning course (with some online sessions and an in-person session in Warsaw, Poland).

The first part of the workshop will be delivered as an online training and the participants will have the opportunity to choose one of the convenient set of dates (participants should indicate the preferred set of dates in the application form).

The workshop will be held in two identical sessions:

- Option 1: 05.04.2022 - 29.04.2022 (Tuesdays & Thursdays)
- Option 2: 09.05.2022 - 01.06.2022 (Mondays & Wednesdays)

The second part of the workshop (if sanitary conditions related to the COVID-19 pandemic allow) will be held in-person in Warsaw, as a two-day concluding session, on 23 - 24.06.2022 (Thursday - Friday).

Additionally, the workshop concluding session will be held online in November 2022.

7. Terms of arrival

1. By applying, the Participant confirmed to be available to travel to Warsaw within 12 hours before the start of the EIT Food NPD Skills. Any other arrangements need to be approved beforehand by the EIT Food NPD Skills organizers.
2. Any travel delays resulting in failure to arrive during the suggested arrival period are the Participant's personal responsibility.

8. Travel and accommodation

1. Travel and accommodation costs are not covered. The Participant is solely responsible for covering any additionally occurring costs related to participating in the EIT Food NPD Skills (e.g. travel, accommodation, any activity engaged in during free time, etc.).
2. The Participant must make their own arrangements for travel to and accommodation in Warsaw, Poland.

9. Participant's responsibilities

Some sessions of the workshop will be held online. Therefore, in order to take part in the workshop, participants are required to provide their own appropriate equipment to carry out the online communication i.e.:

- computer equipment to be used during the workshop;
- appropriate software;
- Internet connection;
- a computer webcam;
- microphone.

10. Attendance

1. The Participant is expected to attend each module of the course.
2. Any absence shall be immediately reported to the EIT Food NPD Skills organizers.
3. No excused absence shall be understood as a resignation from the course.

11. Cancellation by the participant

1. The Participant may withdraw from the EIT Food NPD Skills by delivering a written withdrawal notice no later than until two weeks before the start.
2. In case of the cancellation the EIT Food has the right to receive the cancellation fee from the Participant.
3. The cancellation fee in amount of 300,00 euros shall be paid within 7 days after the day when the delivery of withdrawal notice was confirmed by the EIT Food NPD Skills organisers. In that case, the EIT Food provides the Participant with all necessary information on the procedure of cancellation fee payment.
4. The cancellation fee will be paid in cases when the Participant:
 - a) Will interrupt the course,
 - b) Will end the course prematurely,
 - c) Will not attend the particular module of the course and will not excuse the absence.
5. The cancellation fee does not refer to force majeure or illness, which will be reviewed by the EIT Food NPD Skills organizers on a case-by-case basis.

12. The liability

The organizers of EIT Food NPD Skills are not liable for:

1. The safety of the participants during events and activities during the program.

2. Damage or loss of the property of the Participant or damage caused by the Participant to the property of the EIT Food Summer School organizers and third parties.
3. Other damages, losses, liability or personal injury arising out of or in any way connected with the EIT Food Summer School program.
4. Other costs or expenses which are incurred because of any unlawful, unreasonable, or unwarranted action, behaviour, omission or decision by the Participant or a third party.
5. Personal belongings and possessions of the Participant.

13. Intellectual property

1. The Participant retains full and exclusive ownership of their intellectual property rights.
2. The EIT Food and its authorized representatives in the project undertake all means necessary to ensure the confidentiality of the ideas and projects presented and developed throughout the course.

14. Certificate

At the end of the workshop, participants will receive a document confirming their participation in the workshop.

15. Privacy policy

1. The Participant grants their consent to the provision of their personal data to the EIT Food and to the processing of such data by the EIT Food in the scope necessary to the fulfilment of tasks and goals of the EIT Food NPD Skills.
2. All above – mentioned personal data are processed according to the rules provided by the Regulation (EU) 2016/679 of the European Parliament and of the Council of 27 April 2016 on the protection of natural persons with regard to the processing of personal data and on the free movement of such data and repealing Directive 95/46/EC (General Data Protection Regulation).

3. By accepting the terms and conditions the Participant also authorizes the EIT Food, EIT Food NPD Skills and RIS Professional Development project consortium to publish photographs taken of the Participant during the EIT Food NPD Skills for use in print, online and video-based marketing materials, as well as other publications related to study programme promotion.
4. The Participant further acknowledges that participation is voluntary and not connected with receiving financial compensation of any type associated with the taking or publication of above – mentioned photographs or participation in marketing materials or other publications of the EIT Food.

16. Final provisions

1. Any complaints about the EIT Food NPD Skills workshop should be made in writing and sent (via email) to npdskills@wz.uw.edu.pl.
2. Any disputes resulting from these terms and conditions between the Participant and the EIT Food that cannot be resolved in mutual consultation will be brought before the court in Warsaw under Polish law.

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Name and surname

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E-mail

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Address: country, postal code, city, street, building no.,

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ID-card: Number, Issue date, Expiry date, Country of issue, Issued by

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Date

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Signature