



Erasmus+

Higher Education:
Mobility Agreement form
Participant's name

Convenio de Movilidad

Movilidad de personal para entrenamiento¹

Periodo planeado para la actividad de entrenamiento: de 08/2017 al 08/2017

Duración (días) – excluyendo días de viaje: 14

El Personal administrativo

Apellido (s)	Wickes-Neira	Nombre (s)	Anna Vivien
Nivel ²	Intermedio	Nacionalidad ³	Alemana, Australiana
Sexo [M/F]	F	Año académico	Verano 2017
E-mail	a.wickes-neira@fu-berlin.de		

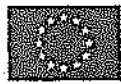
La Institución de Origen

Nombre	Freie Universität Berlin	Facultad/ Departamento	ZI Lateinamerika- Institut, Freie Universität Berlin
Código Erasmus ⁴ (si aplica)	D BERLIN 01		
Dirección	Boltzmannstr. 1, D-14197 Berlin, Germany	País/ CodigoPaís ⁵	ISO 3166-2:DE-BB
Persona de contacto nombre y cargo	Prof. Dr. Marianné Braig	e-mail persona de contacto/teléfono	mbraig@zedat.fu- berlin.de / +4930 53094

La Institución / Empresa anfitriona⁶

Nombre	Universidad Nacional de Colombia		
Código Erasmus (si aplica)		Facultad/ Departamento	Dirección de Relaciones Exteriores
Dirección	Carrera 45 No. 26-85 Edificio Uriel Gutiérrez Oficina 514	País/ CodigoPaís	Colombia
Persona de contacto nombre y cargo	Catalina Arévalo Ferro	e-mail persona de contacto/teléfono	dirori@unal.edu.co
Tipo de Empresa:	Universidad Pública	Tamaño de la Empresa (if applicable)	<input type="checkbox"/> <250 empleados <input checked="" type="checkbox"/> >250 empleados

For guidelines, please look at the end notes on page 3.



Erasmus+

Higher Education:
Mobility Agreement form
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Sección a ser completada ANTES DE LA MOVILIDAD

I. PROPUESTA DE PROGRAMA DE MOVILIDAD

Idioma de Entrenamiento: Español

Objetivos generales de la movilidad:

Intercambio de los contenidos y métodos laborales de cada departamento. Conocer sobre las estructura universitaria y la colaboración interna así como el empotramiento en las estructuras públicas y la cooperación con el público, otras universidades y con socios de financiación de terceras partes.

Intercambio del trabajo realizado a partir de Proyecto financiados por terceras partes como la coordinación de trAndeS – Programas de Posgrado en Desarrollo Sostenible e Inequidades Sociales en la Región Andina.

Valor agregado de la movilidad (en el contexto de las estrategias de modernización e internacionalización de las instituciones involucradas):

Inicio de la cooperación internacional entre el personal de la Universidad Nacional de Colombia y la FU-LAI, para así fortalecer la estrategia de internacionalización de ambas instituciones. Existe el intercambio en las áreas académica e investigativa entre ambas universidades. El intercambio de personal administrativo de la universidad creará nuevo conocimiento de modos del operaciones el trabajo exitoso de los departamentos, facilitando y fortaleciendo así futuras colaboraciones en investigación entre la Universidad Nacional de Colombia y la FU.

El intercambio apoya una de las estrategias de la Universidad Nacional de Colombia en promover la cooperación internacional a través del fortalecimiento institucional y la FU extiende su cooperación basada en la investigación a una cooperación institucional en la Región Andina.

Actividades a llevar a cabo:

Visitar la Dirección de Relaciones Exteriores (DRE), taller sobre estructura universitaria, los objetivos y servicios de los departamentos (UNAL, DRE/ FU, ZI LAI),

Asistir a un día de trabajo en la DRE,

Visitar la secretaría ejecutiva de un proyecto financiado por una tercera parte,

Visitar una organización public-privada de carácter estratégico.

Resultados esperados e impacto (e.g. en el desarrollo profesional de los miembro del personal administrativo y ambas instituciones):

Los colegas de la DRE y la FU conocerán sobre las funciones de cada departamento/instituto en particular. Obtendrán experiencia en los métodos de trabajo, dificultades y retos de la cooperación internacional entre las universidades de Alemania y Colombia. La participante podrá transmitir su experiencia a sus



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colegas de la FU/ZI-LAI en un taller. De esta forma, futuras colaboraciones serán mas profesionales y serán más fáciles de desarrollar.

Para los colegas de la Universidad Nacional de Colombia es una oportunidad para intercambiar perspectivas con la participante de la Universidad Libre de Berlín y tomar ventaja de estas actividades para futuros proyectos con la FU.

II. COMPROMISOS DE LAS TERCERAS PARTES

By signing⁷ this document, the staff member, the sending institution and the receiving institution/enterprise confirm that they approve the proposed mobility agreement.

The sending higher education institution supports the staff mobility as part of its modernisation and internationalisation strategy and will recognise it as a component in any evaluation or assessment of the staff member.

The staff member will share his/her experience, in particular its impact on his/her professional development and on the sending higher education institution, as a source of inspiration to others.

The staff member and the beneficiary institution commit to the requirements set out in the grant agreement signed between them.

The staff member and the receiving institution/enterprise will communicate to the sending institution any problems or changes regarding the proposed mobility programme or mobility period.

El miembro del personal administrativo

Name: Anna Wickes-Neira

Signature: *Anna Wickes-Neira*

Date: 26.10.16

La instituciones/empresa de origen

Name of the responsible person: Prof. Dr. Marianne Braig

Signature: *Marianne Braig*

Date: 26.10.16

La institución anfitriona

Name of the responsible person: Prof. Ignacio Mantilla Prada *CA*

Signature: *Ignacio Mantilla Prada*

Date: 27.10.16

¹ In case the mobility combines teaching and training activities, the mobility agreement for teaching template should be used and adjusted to fit both activity types.

² **Seniority:** Junior (approx. < 10 years of experience), Intermediate (approx. > 10 and < 20 years of experience) or Senior (approx. > 20 years of experience).

³ **Nationality:** Country to which the person belongs administratively and that issues the ID card and/or passport.

⁴ **Erasmus Code:** A unique identifier that every higher education institution that has been awarded with the Erasmus Charter for Higher Education receives. It is only applicable to higher education institutions located in Programme Countries.

⁵ **Country code:** ISO 3166-2 country codes available at: <https://www.iso.org/obp/ui/#search>.



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**Higher Education:
Mobility Agreement form**
Participant's name

⁶ All references to "**enterprise**" are only applicable to mobility for staff between Programme Countries or within Capacity Building projects.

⁷ Circulating papers with original signatures is not compulsory. Scanned copies of signatures or electronic signatures may be accepted, depending on the national legislation of the country of the sending institution (in the case of mobility with Partner Countries: the national legislation of the Programme Country). Certificates of attendance can be provided electronically or through any other means accessible to the staff member and the sending institution.



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Higher Education:
Mobility Agreement form
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Mobility Agreement Staff Mobility For Training¹

Planned period of the training activity: from 08/2017 till 08/2017

Duration (days) – excluding travel days: 14

The Staff Member

Last name (s)	Wickes-Neira	First name (s)	Anna Vivien
Seniority ²	Intermediate	Nationality ³	German, Australian
Sex [M/F]	F	Academic year	Summer 2017
E-mail	a.wickes-neira@fu-berlin.de		

The Sending Institution

Name	Freie Universität Berlin	Faculty/Department	ZI Lateinamerika- Institut, Freie Universität Berlin
Erasmus code ⁴ (if applicable)	D BERLIN 01		
Address	Boltzmannstr. 1, D-14197 Berlin, Germany	Country/ Country code ⁵	ISO 3166-2:DE-BB
Contact person name and position	Prof. Dr. Marianne Braig	Contact person e-mail / phone	mbraig@zedat.fu- berlin.de / +4930 53094

The Receiving Institution / Enterprise⁶

Name	Universidad Nacional de Colombia		
Erasmus code (if applicable)		Faculty/Department	Dirección de Relaciones Exteriores
Address	Carrera 45 No. 26-85 Edificio Uriel Gutiérrez Oficina 514	Country/ Country code	Colombia
Contact person, name and position	Catalina Arévalo Ferro	Contact person e-mail / phone	dirori@unal.edu.co
Type of enterprise:	Public University	Size of enterprise (if applicable)	<input type="checkbox"/> <250 employees <input checked="" type="checkbox"/> >250 employees

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Higher Education:
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Section to be completed BEFORE THE MOBILITY

I. PROPOSED MOBILITY PROGRAMME

Language of training: Spanish

Overall objectives of the mobility:

Exchange of work contents and work methods of the departments. To get to know about universities structures and inside collaboration but also embedment in public structures and collaboration with the publics, other universities and with partners of third-part fundings.

Exchange of work in Third-part funded projects like the Coordination of trAndeS – Postgraduate Program on Sustainable Development and Social Inequalities in the Andean Region

Added value of the mobility (in the context of the modernisation and internationalisation strategies of the institutions involved):

Initiation of international cooperation between university staff of UNAL and FU-LAI, and therefore strengthen the internationalisation strategie of both institutions. There is an exchange of both universities in the academic/ research area. The planned exchange of university staff will create new knowledge of mode of operations for successful work of the departments and therefore facilitates and strengthens future research collaborations between UNAL and FU.

The exchange supports one of the strategies of UNAL to promote the internacional cooperation by institutional fortification and the FU expands its research based cooperation to an institutional cooperation in the Andean Region.

Activities to be carried out:

Visit of the Dirección de Relaciones Exteriores (DRE), Workshop about university structure, the objectives and services of the departments (UNAL, DRE/ FU, ZI LAI),

Attendance of a working day in the DRE,

Visit of the executive secretary of an third-funded project,

Visit of a public private organization of strategic character.

Expected outcomes and impact (e.g. on the professional development of the staff member and on both institutions):

The colleagues of DRE and FU will get to know about the function of the particular department/institute. They gain experience in working methods, difficulties and challenges of international cooperation of universities in Germany and Colombia. The scholar can pass her experience to the colleagues of the FU/ZI-LAI in a workshop. That way future collaboration will get more professional and will be more facilitate.



Erasmus+

Higher Education:
Mobility Agreement form
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For the colleagues of the UNAL it is a opportunity to exchange views with the scholar of FU Berlin and take advantage of it for future projects with FU.

II. COMMITMENT OF THE THREE PARTIES

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The staff member and the beneficiary institution commit to the requirements set out in the grant agreement signed between them.

The staff member and the receiving institution/enterprise will communicate to the sending institution any problems or changes regarding the proposed mobility programme or mobility period.

The staff member
Name: Anna Wickes-Neira
Signature: *Anna Wickes-Neira* Date: 26.10.16

The sending institution/enterprise
Name of the responsible person: Prof. Dr. Marianne Braig
Signature: *Marianne Braig* Date: 26.10.16

The receiving institution
Name of the responsible person: Prof. Ignacio Mantilla Prada
Signature: *Ignacio Mantilla Prada* Date: 27.10.16

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**Higher Education:
Mobility Agreement form
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