



REGULATIONS OF RECRUITMENT AND PARTICIPATION

within the framework of the project **"Opolskie Hospitable – Supporting social integration of third-country nationals"**, implemented by the Polish Labor Department in Opole financed by the European Funds for Opolskie Regional Programme 2021-2027 (FEO).

§ 1

General arrangements

1. These Regulations lay down the principles of recruitment and participation in the Project entitled **"Opolskie Hospitable – Supporting social integration of third-country nationals"**, (hereinafter referred to as the Project) carried out by the Provincial Labor Office in Opole within the framework of functioning of the Centre for Integration of Foreigners (hereinafter referred to as CIC).
2. Project office is located at 7 Damrota Street, 46-064 Opole, phone number 77 440 14 98.
3. Project office is open:
 - 1) on Monday, Tuesday, Thursday, Friday from 8.00 a.m. to 4.00 p.m. (while direct customer service takes place until 3:00 p.m.),
 - 2) on Wednesdays from 8 a.m. to 6.00 p.m. (while direct customer service takes place until 5:00 p.m.),
 - 1) on Saturdays (selected Saturdays, information provided on FB and Instagram): 08:00 a.m. to 12:00 p.m. (while direct customer service takes place until 11:00 a.m.).
4. The project covers the Opolskie Voivodeship.
5. Project implementation period: 01.10.2023 r. - 30.03.2026 r.
6. Participation in the project is free of charge.
7. The following forms of support are planned within the framework of the Project:
 - 1) trainings in Polish as a foreign language for adults,
 - 2) polish language courses with industry language, (including e.g. medical),
 - 3) adaptation courses,
 - 4) assistance of a psychologist,
 - 5) assistance of a career counselor,
 - 6) legal assistance,



- 7) assistant services for foreigners,
 - 8) placement services for foreigners,
 - 9) refunding the costs of certifying documents by a notary public,
 - 10) reimbursement of the costs of sworn translation services,
 - 11) refunding the costs of camps/half-camps/colonies for foreign children,
 - 12) reimbursement of professional training or courses costs, posted on the website in the Development Services Database (Baza Usług Rozwojowych) (<https://uslugirozwojowe.parp.gov.pl/>),
 - 13) tickets for cultural and leisure facilities,
 - 14) legal assistance (in the form of advisory service) for employers employing foreigners,
 - 15) training for civil society organizations (including social economy entities) and training for local administration entities dealing with foreign issues,
 - 16) others, depending on needs and possibilities.
8. The forms of support referred to in para. 7 pts. 1-8 are provided in Polish, Ukrainian, Russian and English.
9. In matters not regulated in the Regulations or requiring a decision, including depriving the participant of the possibility to benefit from forms of support under the Project, the final decision is made by the Head of the CIC.
10. whenever the Regulations refer to foreigners, it shall be understood to mean the persons referred to in § 2(1).

§ 2

Terms of participation

1. The support referred to in § 1, section 7, points 1-13 may be used by foreigners, third-country nationals - including migrants - and their entourage, residing within the meaning of the Civil Code or working or learning in the Opolskie Voivodeship:
 - 1) non-EU foreigners legally residing on the territory of Poland, in accordance with the provisions of the Act of 12 December 2013 on foreigners and other legal acts in force in the Republic of Poland, having the status of a stateless person;
 - 2) foreign nationals who are not citizens of the EU, Norway, Iceland, Liechtenstein, or Switzerland, legally residing on the territory of Poland in accordance with the provisions of



the Act of 12 December 2013 on foreigners and other legal acts in force in the Republic of Poland who do not hold another citizenship of one of the EU countries;

3) persons of undetermined citizenship legally residing on the territory of Poland by the provisions of the Act on Foreigners and other legal acts in force in the Republic of Poland.

2. Foreigners must reside in Poland legally on the basis of documents entitling them to reside or work, such as, for example, a visa, a residence card (temporary, permanent or long-term EU resident) or documents confirming that they have been granted protection.

3. Foreigners who are in the process of obtaining a permit for legal residence in Poland must present a stamp imprint in their travel document confirming the submission of the permit application or a confirmation of the application submission. These persons can only benefit from such forms of support that will be possible during the period in which the project participant can legally reside in Poland, including, among others, legal assistance, assistant assistance, reimbursement costs for: sworn written translations, summer/winter camps for foreign children, certification of documents by a notary public. Before each form of support, the participant must provide a document confirming the legality of their stay, such as from the Provincial Office.

4. Foreigners must also have documents confirming that they reside, within the meaning of the Civil Code, or work or learn in the Opolskie Voivodeship. Such a document may be, in particular, a certificate from an employer, registration information, a tenancy agreement or a certificate from a school.

5. For foreigners interested in taking up employment who are not currently working, a document confirming their status on the labor market as unemployed or economically inactive is required. Such a document can be e.g. a certificate or decision from the district labor office, a US -7 certificate from the Social Insurance Institution.

6. Any circumstance affecting the legality of the stay, including, in particular, the end of the validity of the residence card, the loss of the UKR PESEL, must be communicated immediately to the CIC employee.

7. Support for the foreigners' surroundings is limited to the possibility of taking part in picnics, integration workshops, and cultural events of an integrative nature.

8. The forms of support referred to in § 1 section 7 point 14 may be used by employers employing foreigners whose registered office or branch is located in Opolskie Voivodeship.



9. The forms of support referred to in § 1 section 7 point 15 may be used by the following entities acting for the benefit of foreigners whose registered office or branch is located in Opolskie Voivodeship:

- 1) local government units and their organizational units, as well as entities controlled by them or dependent on them,
- 2) civil society organizations (e.g. social partners, NGOs),
- 3) social economy entities (including social enterprises) as indicated in Article 2(5) of the Act of 5 August 2022 on social economy.

§ 3

De minimis aid in the Project

1. The support referred to in § 1(7)(14) and (15) constitutes de minimis aid granted by the Decree of the Minister of Funds and Regional Policy of 20 December 2022 on the granting of de minimis aid and public aid under the European Social Fund Plus (ESF +) financial programs for 2021-2027.

2. The support referred to in § 1(7)(14) and (15) may be granted to an entity:

- 1) which not be excluded from access to public funds based on the provisions of the law (also applies to persons representing an SME enterprise) and in accordance with Regulation No 1407/2013 of 18 December 2013 on the application of Articles 107 and 108 of the Treaty on the Functioning of the European Union to de minimis aid (Official Journal of the EU L 352 of 24.12.2013),
- 2) which has not received, in the tax year in which joins the project and in the two preceding tax years, de minimis aid from various sources and in various forms, the gross value of which together with the aid applied for would exceed the zloty equivalent of EUR 200,000.00, and in the case of an entity operating in the road freight transport sector, the PLN equivalent of EUR 100,000.00, calculated according to the average exchange rate of the National Bank of Poland applicable on the date the aid was granted,
- 3) which it is not bankrupt, under receivership, or in the course of liquidation, bankruptcy proceedings, or an arrangement with creditors and is not in difficulty within the meaning of point 20 of the Guidelines on State aid for rescuing and restructuring non-financial enterprises in difficulty (Official Journal of the EU C 249/1 of 31.07.2014),



4) on which it is not under an obligation to repay the aid resulting from a decision of the European Commission declaring the aid unlawful and incompatible with the common market.

3. The condition for the support referred to in § 1, paragraph 7, points 14 and 15¹ is conditional on submission to the CIC:

1) all de minimis aid certificates and certificates of agricultural or fishery aid received by the entity in the year in which the aid is applied for and in the two preceding fiscal years, or a completed declaration of the amount of such aid received in that period, or a completed declaration that no such aid was received in that period (**Annex No. 8** to the Rules),

2) a completed form of information provided when applying for de minimis aid is available at https://uokik.gov.pl/wzory_formularzy_pomocy_de_minimis.php).

4. On the date the aid is obtained, the entity will receive a certificate stating that the public aid granted is de minimis aid. State aid is monitored and made public on the website of the President of the Office of Competition and Consumer Protection.

§ 4

Rules of participation in the project

1. Recruitment to the Project will take place taking into account the principle of equal opportunities, including the principle of gender equality, non-discrimination and accessibility for persons with disabilities, the elderly and mothers with children. Equal access to the Project is assumed for both women and men.

2. Foreigners, before submitting the recruitment documents, are obliged to read the entire text of the Regulations.

3. The Regulations are available at the CIC office and on the website wupopole.praca.gov.pl, under the tab "Urząd".

4. A foreigner candidate gains the status of a participant after completing a declaration of participation in the Project together with the consent to the processing of personal data and after presenting a document confirming the data contained in the declaration, including meeting the conditions included in § 2. Templates of declaration of participation in the

¹ If applicable.



Project together with the consent to the processing of personal data are enclosed as **attachment No. 1a** to the Regulations (for an adult), **attachment No. 1b** (for a child) and **attachment No. 1c** to the Regulations (for entities supporting foreigners and employers employing foreigners).

5. Recruitment to the Project takes place at the CIC premises, conducted by CIC staff.
6. The participant is obliged each time to personally put a legible signature on all documents confirming participation in each form of received support.
7. The participant is obliged to regularly participate in the forms of support to which he/she has signed up.
8. If a participant is unable to attend a visit to the CIC, he/she is obliged to notify the CIC (by telephone or email to cic@wup.opole.pl) at least one day before the appointment.
9. A participant who, without prior notice, fails to attend an appointment with a psychologist/vocational counsellor or a legal adviser/lawyer may be deprived of the possibility to take advantage of the forms of support offered by the Project. The above also applies to those who have not completed a Polish language course, a medical professional language course or an adaptation course.
10. Long-term forms of support - e.g. Polish language - will be directed to individuals whose documents indicate the possibility of legal residence in the territory of the Republic of Poland until the completion of this form of support in the full number of hours.

§ 5

Rules for the use of Polish as a foreign language courses for adults, and Polish language courses with professional language

1. Information about the recruitment for the language course can be obtained from the CIC, the website wupopole.praca.gov.pl under the office tab and on Facebook or Instagram.
2. Eligibility for the language course is determined by the order of application.
3. Polish as a foreign language courses for adults are held at levels corresponding to the particular language proficiency levels of the participants (A1, A2, B1, B2).
4. Within the framework of the project, one participant may take part in a language course at several levels provided that each successive level is higher than the previous one and with



the proviso that those who have not benefited from a language course organized by CIC have priority.

5. The participant is obliged to attend at least 80% of the classes scheduled for a given language course and to pass the final examination.
6. The participant receives a document confirming the completion of the language course under the condition indicated in paragraph 5.
7. Language courses will be implemented in accordance with the provisions of the document, i.e. "Basic information on obtaining qualifications under projects co-financed by the ESF +", which is an annex to the Guidelines for monitoring the material progress of program implementation for 2021-2027, dated 12.10.2022 (available at **www.rpo.opolskie.pl**).
8. Language courses will be delivered in accordance with the Training Accessibility Standard for Cohesion Policy 2021 - 2027 as described in Annex 2 to the Guidelines for the Implementation of Equality Principles under the EU Funds 2021-2027 version of 29.12.2022.
9. The courses in Polish language with the industry-specific language will be addressed to adult persons using Polish in a communicative way, working in a profession or having a profession where the knowledge of industry-specific vocabulary is necessary (e.g. medical, hotel, accounting - depending on the needs of participants). It is also possible for participants to take part in courses on subjects related to the industries within which the course will be organized. The above must be confirmed by an appropriate document (e.g. employer's certificate, university certificate, school diploma).
10. Persons engaged in business activities related to the chosen direction of the language course are excluded from the possibility of applying for the Polish professional language course.

§ 6

Rules on the use of adaptation courses for foreigners

1. The purpose of adaptation courses is to familiarize foreigners with basic rights and obligations, the integration system in Poland, as well as services, institutions and other organizations that support foreigners.



2. Adaptation courses will take place in various forms, e.g. training courses, lectures, workshops, talks, meetings with representatives of various institutions, including PIP, PUP, ZUS, Police, Border Guard.
3. Adaptation courses will also address Polish traditions, customs and cultural norms. Visits to museums and other tourist attractions in the region are also planned.
4. Information about the vacancy can be obtained from the CIC office, the website wupopole.praca.gov.pl, under the tab "Urząd" and on Facebook or Instagram.
5. Eligibility for the adaptation course is determined on a first-come, first-served basis.
6. The project participant must attend 100% of the class hours scheduled for the adaptation course.
7. The courses will be delivered in accordance with the Training Accessibility Standard for Cohesion Policy 2021 - 2027 as described in Annex 2 of the Guidelines for the Implementation of Equality Principles under the EU Funds 2021 - 2027 version of 29.12.2022.

§ 7

Terms of use for psychological and career counseling services

1. The assistance of a psychologist and a vocational counselor is available to participants who have completed declaration 1a or 1b when joining the project.
2. The number of hours of support with a psychologist is limited to five visits and is only an emergency measure. In individual cases, the number of visits may be changed at the request of the psychologist.
3. The number of support hours with a vocational counselor is limited to three visits. In individual cases, the number of visits can be changed at the request of the vocational counselor.
4. A vocational counsellor provides support in providing information on the regional labor market, helps to establish the level of one's qualifications and/or professional competences, prepares a CV, prepares for a job interview with an employer, informs about other services available at the Provincial and District Labor Offices and gives an opinion on the legitimacy of the educational path taken by the foreigner in the form of reimbursable training or vocational courses.



5. Appointments with a psychologist or vocational counselor are arranged by CIC staff.
6. The time of the meeting with the psychologist or careers counselor is contractual.
7. The indicative time for a visit to a psychologist or a career counselor is 1 hour, however, this may change if the situation requires it.
8. The work schedule of the psychologist and vocational counsellor is made available on the website wupopole.praca.gov.pl, under the tab "Urząd".

§ 8

Rules on the use of legal aid for foreigners

1. Participants who have completed declaration 1a or 1b when joining the project have the opportunity to obtain free legal assistance in the areas of immigration law, civil law, family law, guardianship, labor and social security law, health insurance, education, social assistance and housing law.
2. The date of the meeting with the legal advisor is set by the CIC staff.
3. The legal advisor will not prepare pleadings and will not represent the project participant in courts or public administration bodies.
4. The number of hours of support per person is limited to five visits. The number of visits may be increased on a case-by-case basis at the request of the legal adviser.
5. The hour for which the foreigner has an appointment is contractual.
6. The approximate time for an appointment with a legal adviser is 1 hour, but may nevertheless change if the situation so requires.
7. The legal adviser's work schedule is made available on the wupopole.praca.gov.pl website, under the tab "Urząd".
8. Persons engaged in business activities are excluded from the possibility of legal assistance, in case the legal advice is related to the business activity.

§ 9

Rules for the use of assistant services and job placement



1. Participants who, upon joining the Project, completed declaration 1a or 1b interested in receiving support in the area of legalization of stay of foreigners, in particular in completing applications for legalization of stay, have the possibility to benefit from assistant services.
2. Assistant services are provided by intercultural counselors.
3. Assistant services are provided as intercultural counselors are available and may require prior appointment.
4. The assistant services include:
 - 1) providing assistance in completing applications for, inter alia, the legalization of residence and issuing the necessary forms for the legalization of residence,
 - 2) assistance in the preparation of the necessary documents for the legalization of residence, recognition of diplomas, etc,
 - 3) providing information on the rules on legalization of stay and work permit,
 - 4) arranging a date for consultation with a legal advisor,
 - 5) arranging a date for a meeting with a psychologist,
 - 6) arranging a date for a meeting with a vocational counsellor,
 - 7) distribution of tickets for cultural and recreational-sports events for foreigners,
 - 8) assistance in preparing and verifying documents for the application for reimbursement of costs of the camp/half-camp/colonies,
 - 9) assistance in the preparation and verification of documents relating to the application for a refund of costs of notary's certification of the documents.
 - 10) assistance in the preparation and verification of documents relating to the application for reimbursement of costs of sworn translation services.
 - 11) assistance in the preparation and verification of documents relating to the application for reimbursement of costs for training or courses to improve qualifications or professional competences.
5. The Participants who, while joining the Project, filled in the declaration 1a or 1b may use the job placement service including the support of an employment intermediary in the scope of assistance in looking for a job.
6. The support of the labor intermediary may also include his/her participation during the job interview in a situation where the foreigner does not have sufficient knowledge of the Polish language.



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7. Job placement services are provided by employment intermediaries.
 8. Job placement services include:
 - 1) providing foreigners with information on job vacancies and job search opportunities,
 - 2) assisting with recruitment interviews where there is a language barrier,
 - 3) providing information on the rules concerning the legalization of residence and work permits.

§ 10

Rules on the use of reimbursement of costs for certification of documents by a notary public

1. Project participants can benefit from reimbursement of the cost of having documents certified by a notary public.
2. The refund only covers the certification of documents by a notary.
3. The total amount of refunds under the project per participant may not exceed PLN **100.00** gross, but the refund may not exceed the amount resulting from the VAT invoice for the certification of documents by a notary public.
4. Applications for reimbursement of costs of document certification by a notary public along with the required attachments may be submitted at the seat of the CIC, on a continuous basis until the funds available for this purpose are exhausted.
5. Refunds are granted on a first-come, first-served basis.
6. The detailed rules for the use of reimbursement of the costs of certification of documents by a notary public are set out in **attachment no. 4** to Regulations.
7. Persons engaged in business activities are excluded from the reimbursement of the certification cost of documents by a notary public, where the certified documents relate to business activities.

§ 11

Rules on the use of reimbursement for sworn translation services

1. Reimbursement of the costs of sworn translation into Polish services is available to project participants who have completed project declaration 1a or 1b.



2. The total amount of the refund which accrues to one person covered by the refund may not exceed PLN **1,500** gross.
3. Reimbursement may cover sworn translation services when the translated documents **into Polish** are necessary in matters such as: labor law, legalization of residence, including starting or continuing education, family law, the rules of the Polish courts or administrative proceedings.
4. Applications for reimbursement of costs of sworn translation services, together with the required attachments, may be submitted to the registered office of the CIC, on a continuous basis until the available funds are exhausted.
5. Refunds are granted on a first-come, first-served basis.
6. Detailed rules on the use of reimbursement of costs for certified translation are set out in **attachment no. 5** to these Regulations.
7. Persons engaged in business activity are excluded from the possibility of reimbursement for the cost of sworn translation services if the translated documents relate to business activity.

§ 12

Rules on the use of refunds for camps/half-camps/colonies for foreign children

1. Parents or legal guardians may benefit from reimbursement of the costs of half-day camps, colonies or camps for foreign children who meet all of the following conditions:
 - 1) on the day of commencement of a given form of recreation, they were under 18 years of age (the child's date of birth is decisive),
 - 2) fulfil the conditions of participation described in § 2 paragraph 1.
2. The total amount of reimbursement under the Project per child may not exceed PLN **1 500.00** throughout the entire Project period.
3. Applications for a refund for a camp/camp/half-camp/colonies for foreign children, together with the required attachments, can be submitted at the registered office of the CIC, on a continuous basis until the funds available for this purpose are exhausted.
4. Refunds are granted on a first-come, first-served basis.
5. Refunds are granted on a first-come, first-served basis. Detailed rules on the use of refunds for camps/half-camps/colonies for foreign children are set out in **attachment no. 3**



to these Regulations.

§ 13

Rules for the reimbursement of training or vocational courses for foreigners

1. The refund of costs of training or vocational courses is available to adult participants (joining the project based on declaration 1a or 1b), who on the day of starting the training / professional course were at least 18 years old (date of birth is decisive) and fulfil the conditions of participation described in § 2, paragraph I of these Regulations.
2. The total amount of reimbursement within the Project per one participant may not exceed PLN **10,000.00** gross.
3. During the project, a participant may apply for a refund only once.
4. Applications for reimbursement for vocational training or courses for foreigners, together with the required attachments, can be submitted at the registered office of the CIC, continuously until the funds available for this purpose are exhausted.
5. Refunds are granted on a first-come, first-served basis.
6. Detailed rules on the use of cost reimbursement for training/vocational courses for foreigners are set out in **attachment no. 6** to these Regulations.
7. Persons engaged in business activities are excluded from applying for the cost of reimbursement.

§ 14

Rules for the use of tickets for cultural events and recreational/sport events for foreigners

1. Project participants can use tickets for cultural events and recreational and sporting events for foreigners once per calendar year.
2. In order to receive the ticket, the participant should actively use the support offered by the Foreign Integration Center (hereinafter referred to as CIC), i.e. must be a participant of the Polish language course, adaptation course, use of counselling from a psychologist, lawyer, vocational counsellor, refund of costs of summer camp/half-colony/colonies or refund of services of certification of documents by a notary or refund of costs of sworn translation, refund of costs of vocational trainings or courses improving qualifications and/or



professional competences.

3. A project participant can receive a ticket for a cultural or recreational/sporting event of his/her choice for which the CIC has tickets at that time.
4. The participant acknowledges receipt of the ticket by signing the receipt. If you confirm receipt of your ticket, it is not possible to exchange your ticket for another type of event.
5. Each adult project participant is entitled to one ticket. The exception is the participants who document that they are the parent or legal guardian of the children. Only in this situation, at their own request, they will receive a ticket for themselves and for each of their children. The child does not have to be a project participant, i.e. does not have to have a completed declaration of joining the project.
6. It is not allowed for both parents or legal guardians to obtain tickets for the same child.
7. The ticket does not apply to a participant who has only benefited from the services of intercultural counselors, and job mediators and to a participant who joined the Project by completing declaration 1c.
8. The number of tickets is limited.
9. Tickets will be distributed until they are all handed out.

§ 15

Rules on the use of legal aid in the form of an advisory service for employers of foreigners

1. The condition to take advantage of support including legal assistance in the form of advisory service for employers employing foreigners is to submit a declaration of accession to the Project (Attachment 1 c) together with consent to processing of personal data and documents referred to in § 3 par. 3.
2. Support shall only cover the area of labor law on the employment of foreigners in Poland, the legalization of employment of foreigners and the legalization of the stay of foreigners.
3. Support is limited to 4 hours per employer.
4. Support is provided during meetings organized at the CIC.
5. The employer will be notified of the time of the meeting by the CIC worker. The time given by the CIC employee for the meeting is contractual, its approximate time is one hour, nevertheless, it can be changed if the situation requires it.



6. Meetings will be organised twice a month and will last for a total of 4 hours.
7. Support does not include the preparation of letters or the representation of the employer in courts and public administration bodies.
8. Legal aid provided to employers of third-country nationals constitutes de minimis aid.

§ 16

Rules on the use of training for civil society organizations (including social economy actors) and training for local administrations dealing with issues foreigners

1. To take advantage of support in the form of training for civil society organizations and local administration entities dealing with foreign¹ issues, it is necessary to submit a declaration of accession to the Project (Annex 1 c) together with the consent for processing of personal data and documents referred to in § 3 par. 3².
2. Trainings is aimed at shaping and developing the skills of those dealing with foreigners.
3. The topics of the training will be adapted to the needs reported by civil society organizations and local administration entities dealing with foreign issues.
4. Recruitment of trainees is carried out by the CIC.
5. Training will take place throughout the project.
6. The trainings will be implemented in accordance with the provisions of the document, i.e. "Basic information on obtaining qualifications under projects co-financed from the ESF+", which is an annex to the Guidelines for monitoring material progress in the implementation of programmes for the years 2021-2027, dated 12.10.2022 (available at www.rpo.opolskie.pl).
7. The trainings will be delivered in accordance with the Training Accessibility Standard for Cohesion Policy 2021 - 2027 as described in Annex 2 of the Guidelines for the Implementation of Equality Principles under the EU Funds 2021 - 2027 version of 29.12.2022.
8. Support in the form of trainings may constitute de minimis aid insofar as it is granted to entities meeting the conditions for de minimis aid.

² If applicable.



§ 17

Terms and conditions of use of the playing corner at the Centre for Integration of Foreigners

1. Children may use the playing corner only under adult supervision.
2. A parent or legal guardian is obliged to become familiar with the regulations before entering the playing corner.
3. The staff of the CIC is not responsible for the safety of children using the playing corner.
4. Parents or legal guardians are responsible for damages to property or health of other persons using the playing corner.
5. Detailed rules for the use of the playing corner at the CIC are set out in **attachment no. 7** to Regulations.

§ 18

Evaluation

1. A participant who completes declaration 1a or 1b (if applicable) when joining the project is obliged to provide the necessary data to the CIC employee (during the interview) to determine and complete the Individual Path of Integration of the project participant constituting **attachment no. 2 a** to the Regulations. Moreover, at the end of participation in the project the participant is obliged to fill in the final evaluation questionnaire attached as **attachment no. 2 c** to the Regulations.
2. The Participant, who while entering the project filled in the declaration 1a or 1c, is obliged to fill in the training or course and lecturer evaluation questionnaire (in case of using the form of support, which constitutes **attachment no. 2b** to the Rules) conducted within the framework of the Project.
3. Within 4 weeks after completing participation in the project, a participant who completes declaration 1a or 1b (if applicable) is obliged to make available data concerning his/her status on the labor market and information on participation in course or training and acquiring qualifications or competences.



§ 19

Final resolutions

1. The Voivodeship Labor Office in Opole reserves the right to make changes to these Regulations, in particular, if this becomes necessary due to changes in the Project implementation rules, as well as in the event of a written order to introduce specific changes from the Ministry of Funds and Regional Policy, Managing Authority or other bodies entitled to inspect the implementation of the Project.
2. The Center For The Integration Of Foreigners reserves the right to refuse service to persons under the influence of alcohol or drugs, in a state of emotional instability or behaving inconsistently with general social norms.
3. Any changes to the Regulations will be published on the website wupopole.praca.gov.pl, under the tab "Urząd", and will be valid from the date of their publication, unless otherwise stated.
4. In the event of a decision by the Minister of Funds and Regional Policy or other authorized bodies to discontinue/stop the Project, the Voivodeship Labor Office in Opole reserves the right to shorten the implementation period or to stop the Project.
5. In matters not regulated in the Rules, relevant rules and principles resulting from the program documents concerning European Funds for Opolskie 2021-2027 and relevant provisions of national law, in particular, the Act of 23 April 1964 - Civil Code, Act of 6 December 2006 on the principles of development policy, Act of 28 April 2022 on the principles of implementation of tasks financed from European funds in the financial perspective 2021-2027 shall apply.
6. The Regulations are valid from the date of publication for the duration of the Project.



List of attachments:

- 1) Attachment No. 1a - Declaration of participation in the Project and Information clause and project participant's statement (for an adult),
- 2) Attachment No. 1b - Declaration of participation in the Project and Information clause and project participant's statement (for children),
- 3) Attachment No. 1c – Declaration of participation in the Project and Information clause and project participant's statement (for entities and employers who employ third-country nationals),
- 4) Attachment No. 2a - Individual integration path of the project participant (foreigner),
- 5) Attachment No. 2b - Questionnaire for training or curriculum and teacher evaluation,
- 6) Attachment No. 2c - Final evaluation questionnaire,
- 7) Attachment No. 3 - Rules of use of refoundation of camps/half-camps/colonies for foreign children,
- 8) Attachment No. 4 - Rules for the use of reimbursement of the costs of certification of documents by a notary public,
- 9) Attachment No. 5 - Rules on the use of reimbursement for sworn translation services,
- 10) Attachment No. 6 – Rules for the reimbursement of training or vocational courses for foreigners,
- 11) Attachment No. 7 - Rules of use of the play corner at the Center for Integration of Foreigners,
- 12) Attachment No. 8 – Statement of de minimis aid received/not received.