# 附件5

# 劳务协议书

 **Service Agreement**

甲 方 ：北京师范大学

Party A ：Beijing Normal University

部院系负责人 Contact Person：

职务 Position：

电子邮箱 Email:

电话号码 Phone No.：

乙 方（外方名称）：

Party B ：

国籍 Nationality:

护照号码 Passport No. ：

工作单位 Workplace:

单位地址 Address：

电子邮箱 Email：

甲乙双方在平等、自愿协商一致的基础上签订此远程合作劳务协议。

Both parties in line with the principles of equality, mutual agreement, and on a voluntary basis, agree to sign and comply with this service agreement on the basis of remote cooperation.

### 一、协议期限

Ⅰ Agreement Period

本协议期限为自\_\_\_\_\_年\_\_\_月\_\_\_日起至\_\_\_\_年\_\_\_月\_\_\_日止。甲乙双方可于本协议到期之日前协商续签事宜。

The Agreement period is from\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ to\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_. Party A and Party B may negotiate renewal before the expiration of this agreement.

二、劳务内容

Ⅱ Service Content and Responsibilities

2.1 甲方根据项目需要，安排乙方完成以下内容的工作任务：

Party A assigns Party B the following work tasks according to the project requirements:

工作内容 (需要注明具体的工作内容和量化指标, 如授课课时数或非授课劳务次数。)

 Job responsibilities (shall indicate work details including lecture hours or non-lecture service times)：

2.2 工作地点 Place：

远程合作，人员不入境 remote cooperation, non-entry in China

### 三、报酬

Ⅲ Remuneration

3.1 乙方的报酬为税前\_\_\_\_\_\_ 元/ (□每课时，□每次), 共计\_\_\_\_\_ (□课时, □次), 共\_\_\_\_\_\_\_\_元。金额总计大写\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_。

Party B’s remuneration is RMB pre-tax \_\_\_\_\_\_\_\_ ( □ each lecture hour ,□ each time), total RMB pre-tax \_\_\_\_\_\_\_\_\_\_\_\_ (□lecture hours ,□times ),total amount \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_.

3.2 甲方应在乙方完成工作任务后以银行转帐形式支付乙方上述报酬。如涉及境外汇款，汇款额以汇款日实时汇率核算为准。

Party A shall pay remuneration to Party B in the form of bank-transfer，after Party B completes the above work assignments. In the case of overseas remittances, the amount of remittances in foreign currency shall be subject to the daily exchange rate calculation on the day of remittance.

### 四、劳务协议解除和终止

Ⅳ Agreement Cancellation and Termination

4.1 协议期满双方不再续签，协议即终止。

This Agreement shall be terminated once it expires.

4.2 经合同双方当事人书面协商一致，本协议可以解除。

The agreement may be canceled based on both parties’ mutual negotiation in written form.

### 五、其他事项

### Ⅴ Others

5.1如在项目工作中涉及知识产权，双方需根据工作范围和事项另行签订知识产权保护协议。

If intellectual property rights are involved in the project work, both parties shall sign a separate intellectual property protection agreement according to the scope of work and matters.

5.2 乙方应遵守中国法律、法规和甲方的规章制度，按照协议约定的时间、内容，认真履行岗位职责，完成岗位工作任务，接受甲方的考核和监督。

Party B shall observe all relevant laws and regulations of the PRC, follow the rules and discipline formulated by Party A, start work on the prescribed date according to this Agreement，fulfill the tasks assigned to him/her with high standards within the prescribed timeframe, and be subject to Party A’s supervision and review of his or her working performance.

5.3 本合同执行中出现因特殊原因导致项目无法推进，或者需要变更劳务内容的情形，可协商解决。

If the project cannot be proceeded due to special reasons during the execution of the agreement, or the service content needs to be modified, it can be resolved through negotiation.

5.4 本协议一式两份，甲、乙双方各执一份，每份具有同等法律效力。

The agreement is in duplicate, held by Party A and Party B respectively. The two copies are equally authentic.

甲 方（院长签字、盖校章）： 乙 方 ( 签 字 )：

Party A: Party B (Signature):

签订日期 Date: 签订日期 Date: