LIST OF ACTIVITIES

INTERNATIONAL RELATIONS

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| **Trainee:**  -------------------------------------- | **Education:**  --------------------------------------- | **First day of assignment:**  --------------------------------------- |

**Remarks for the supervisor**

An important part of the education of the trainee is the certificate: "international relations".

Would you please be so kind as to certify the skills mentioned below.

**Activities**  **Date** **Signature**

**A: Preparations of the assignment**

On successful completion of the unit the trainee will be able to:

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1. Communicate with a person of a foreign company about

his/her education, work and personal circumstances.

2. Communicate about the differences and similarities in culture, religion, manners, and the recent past.

3. Investigate in which the markets and means

of communication in (land invullen) differs from those in

the Netherlands.

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**B: Implementation of the work placement**

1. Check the differences of working methods and techniques

of professional practice, and report about the

consequences of these practices in (land invullen).

2. Communicate differences and similarities in the practice in

the Netherlands and (land invullen).

3. Communicate differences and similarities in cultural and

social life.

4. Function in the cultural and lingual differences of the

country.

5. Communicate differences in attitudes towards work and

relations with superiors and colleagues.

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**C: Skills**

1. The student is able to perform all the necessarily activities

that belong to the level of a co-worker.

2. The student is able to co-operate with other workers.

3. The student is able to do the assignments in an acceptable

time (the normal speed of work).

**D: Management of business line or business Date Signature**

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1. Communicates well-timed, regularly and correct with

colleagues and executives. Calls for help when necessary.

reports defects and bottlenecks on time.

2. Handles generally ethical standards with customers

of horses.

3. Invests in a good working relationship. Use network to

help the company forwards.

4 Picks up signals from the horses and customers and

environmental factors quickly and interprets them correctly.

5. Carries out the proceedings in a responsible way.

Works carefully and competent with the horses and

customers.

**E. Execution of the production process**

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1. Takes responsible decisions, acts on own initiative, call

for expert help if necessary.

2. Plans proceedings in an efficient manner. Makes a time

planning. Looks at goals and priorities.

3. Comes with realistic solutions when there are measures

to be taken.

4. Can registrate financial and stock data.

5. Has good arguments to make changes.

**F. Environment and gouvernement regulations**

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1. Works in every aspect carefully and delivers quality

2. Works safe and according to (legal) guidelines and

procedures of the company.

Herewith the responsible trainer of \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ declares that the activities above mentioned have been conducted in a proper fashion.

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| **Company:**  **. . . . . . . . . . . . . . . . . . . . . . . .** | **Trainer:**  **. . . . . . . . . . . . . . . . . . . . . . . . .** | **Signature trainer:**  **. . . . . . . . . . . . . . . . . . . . . . . .** |