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EUROPEAN NETWORK OF MOBILITY CENTRES

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Deliverable 1.3 Information and Services for mobile researchers – specifications and descriptions

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Dissemination Level		
PU	Public	
PP	Restricted to other programme participants (including the Commission Services)	
RE	Restricted to a group specified by the consortium (including the Commission Services)	X
CO	Confidential, only for members of the consortium (including the Commission Services)	

The Research Mobility Centers (RMC) belonging to the Bulgarian Network of RMC will provide directly or indirectly comprehensive and up-to-date information and personalised services and assistance to mobile researchers and their families on the following issues:

- visa and entry conditions;
- work permissions and opportunities;
- salaries and taxes;
- healthcare and social insurance;
- accommodation;
- childcare and education;
- language courses;
- culture of the receiving country;
- intellectual property rights (IPRs).

The activities on IPRs will be concentrated in the RMC at the University of National and World Economy in Sofia.

A specific Practical Guide for Foreign Researchers in Bulgaria will be available on-line on the National Research Mobility Portal, as well as will be distributed by the RMC. The Guide will provide practical information on the following topics:

- Bulgaria – general information
 - country overview – information coming from official sites, e.g. the Council of Ministers, tourist publications, etc.
 - research landscape – information to be provided by experts, and from the web site of the Ministry of Education and Science
- Entering and working in Bulgaria
 - requirements for entering Bulgaria – information provided by experts, and from the sites of Ministry of Foreign Affairs
 - obtaining a visa and residency permit – information provided by experts, and from the web sites of Ministry of Foreign Affairs, BG consulates, Ministry of Interior
 - obtaining a work permit – information provided by experts, and from the sites of the Employment Agency, the Ministry of Labour and Social Policy
- Social insurance and health care
 - social insurance – obligatory and supplementary – information provided by experts and from the site and official publications of the National Insurance Institute
 - health care system – obligatory and voluntary, emergency centres – information provided by experts, and from the web sites and publications of the Ministry of Health and the Health Insurance Services
- Accommodation and housing
 - choosing accommodation – from Internet sites and tourist publications
 - practical advices – from Internet sites
- Banking and finance
 - bank system – from Internet sites of the banks and from their publications
 - taxation – from Internet sites of the tax authorities, e.g. Ministry of Finance, National Income Agency

- Coming with a family in Bulgaria
 - childcare and education – information provided by experts, and from the web site of the Ministry of Education and Science
 - language learning opportunities – information from the web sites
 - finding a job – information provided by experts, and from the web site of the Employment Agency and other job search on-line bourses
- Transport and communications
 - public transportation – information from web sites of transport companies
 - communication and information channels – information from the sites of the Commission on Regulation of Communications and published materials in the area
- Free time opportunities
 - tourism and culture – information from tourist guides and web sites

The content of all topics referred to above will provide first general overview of the area, than focus on practical issues, e.g. list of necessary documents to be presented, procedural steps to be followed, contact addresses, sources for detailed information, etc.

The approach will be to validate the information before publishing it on the web site or in the Guide. In several cases expertise will be sought from experts in the respective area, both for preparing information materials and for the training of the staff of the research mobility centres (RMC). The changes in legislation will be followed in the State Journal. Some important regulations will be translated and disseminated to the staff of RMCs.

Before publishing the Guide, its content will be validated by experts in the field, and the SC members.