

FOOD

Buddy agreement

- Newly appointed/students/guests staying at FOOD must be linked to a buddy, and the contact person who completes the 'Ny medarbejder' form on the FOOD intranet, is also responsible for establishing the buddy agreement.
- Only one buddy should be linked to each person who joins FOOD, and it is important that the buddy is from the same staff category.
- The buddy agreement is also to be used for foreign students staying at the Department, whether it is for a long or a relatively short period, and for Master Students doing their thesis.
- The function as buddy applies for 3 months.
- The main function of the buddy is to make the newly arrived person feel welcome, included and comfortable at FOOD. This involves taking care that he/she goes to coffee and lunch breaks, group and staff meetings, etc.
- The Secretariat will put a picture on the buddy's door of the person that he/she is buddy for.
- The Secretariat will put a picture on the door of the newly arrived person of his/her buddy.
- After the 3 month buddy function, the supervisor (PhD students)/daily leader (others) will make a follow up evaluation.

