



Data Analyst Freelance contract

between

EIT Raw Materials GmbH

Knesebeckstr. 62
10719 Berlin
Germany

VAT# DE301692026

- hereinafter referred to as “EIT RM”, “EIT RawMaterials” or “Client” -

and



- hereinafter referred to as “Contractor” -

§ 1

Contractual services

(1) Within the framework of this freelance activity, the Contractor shall contribute his activity for consulting and support in the strategic process of EIT RM.

(2) The Contractor shall provide his services autonomous and self-dependent at his own obliging discretion and on its own invoice. In detail, the Contractor shall provide the following deliverable:

A. Scope of Work

- Provide Technical Senior Data Analyst support for the M2i Platform and related Business Intelligence activities, ensuring that raw materials data is converted into reliable, maintainable and actionable analytical outputs.
- Cover the full analytical data lifecycle required for the platform, from understanding source data and analytical needs through to data modelling, validation, reporting support and technical handover.
- Support the technical evolution of the platform so that dashboards, datasets and analytical outputs remain scalable, consistent and fit for decision-making across commodities, value chains, projects, supply risks and strategic opportunities.

B. Technical Activities

- Analyse source data, reporting requirements and market intelligence use cases in order to define appropriate datasets, semantic models, indicators, measures and dashboard logic.
- Configure, test and optimise Power BI and Microsoft Fabric components, including data transformations, semantic models, calculations, reports, refresh processes and performance improvements.
- Perform technical checks on analytical outputs, including data consistency, reconciliation, refresh reliability, usability and maintainability before outputs are accepted as deliverables.

C. Data Integration, Documentation and Handover

- Maintain coherent integration between source systems, Microsoft 365, Power BI, Microsoft Fabric and other relevant data environments, ensuring that technical dependencies are identified and managed.
- Maintain concise technical documentation covering source data, assumptions, transformation logic, data model design, quality checks, dashboard configuration and known limitations.
- Prepare handover material needed for continuity, maintenance and future development, without duplicating the deliverable-specific documentation listed below.

D. Deliverables

The following are output-based deliverable categories that may be requested during the contract period. Each deliverable shall be agreed through monthly planning with EIT RawMaterials and shall result in a tangible output, such as an implemented data model, integrated data source, optimised report, documented technical solution, access-management configuration, monitoring solution or release-ready dataset. This monthly work package will be agreed jointly with the Freelancer having the right to decline it if he believes amount of hours is not adequate.

1. Platform Architecture, Data Model and Backend Improvements

- Implemented and documented improvements to the platform backend, lakehouse architecture or data model, including optimised layers, revised Gold layer structures or dedicated fact tables for key business domains such as trade, production, commodities or comparable datasets.

2. Data Integration, Source Expansion and Quality Assurance

- Integrated and validated internal or external data sources, with evidence of ingestion, transformation, reconciliation and data quality checks supporting reliable analytical use.

3. Microsoft Fabric and Power BI Optimisation

- Implemented migration of selected calculations, business logic or data transformations from Power BI into Microsoft Fabric where appropriate, with simplified report logic and documented impact on maintainability or performance.
- Optimised Fabric pipelines, semantic models, Power BI datasets, embedded reports, refresh processes or processing efficiency, supported by testing evidence or performance comparison where relevant.

4. Security, Access Management and Platform Usage Monitoring

- Design and implement the required multi-tenant architecture to support separation of internal and external environments, including secure authentication, access management and simplified administration.
- Design and implement a solution for capturing user metrics and monitoring platform usage across the web platform.

5. Data Governance, Standardisation and Documentation

- Documented governance, standardisation or quality-control improvements, including master data conventions, deployment checks, technical documentation updates or lakehouse maintainability measures.

6. Platform Expansion and Future Releases

- Prepare the platform for future releases by onboarding additional commodities, sectors, dashboards, datasets and analytical capabilities.

The engagement shall begin immediately after contract signature. It shall end automatically after two years. EIT RawMaterials shall be entitled to terminate the contract with three months prior notice in the event it is not satisfied with the Contractor's performance. The right to terminate for cause shall remain unaffected.

The overall hours of work is indicatively estimated to be a maximum of 2.000 person hours over the entire contract term.

The work of the Contractor for EIT RawMaterials shall, in average on an annual basis, not exceed 75% of the total working hours of the Contractor for all its customers, and the Contractor represents and warrants that the Contractor will use at least 25% of his working time for other customers.

Workload could vary depending on the monthly planning which shall be estimated and reasonably agreed between the parties in advance per month. The Contractor shall inform EIT RawMaterials of any reasonably expected deviations as soon as possible.

The provider is not entitled to a specific amount of person hours under this contract. The specific amount shall be subject to monthly planning and decision by EIT RawMaterials.

(3) Further details of the nature and scope of the contractual services shall be determined by mutual agreement between the contracting parties as required. These specifications shall not require the written form.

§ 2

Immunity from direction

(1) The Contractor shall be self-employed and free in the organisation of his activities. The Contractor shall not be subject to the instructions of EIT RM in the performance of his duties. As a rule, the Contractor shall determine the duration, type, time and place of performance of the contractual services at his own discretion.

(2) The Contractor is not entitled to legally represent EIT RM, nor to issue instructions to the EIT RM's personnel.

§ 3

Form of activity

(1) The contractual services shall be provided personally by the Contractor.

(2) The Contractor shall inform EIT RM immediately and in written form about any temporal delay.

(3) If, for reasons of proper performance of the contractual services, there is a need to carry out work meetings, these shall be arranged by agreement.

§ 4

Remuneration

(1) The Contractor shall receive a remuneration of **XX** EUR per hour for the performance of his contractual services. If statutory value-added tax (VAT) is due, this shall be assessed additionally. The VAT has to be shown separately on the invoices. The Contractor shall keep an hourly record of his activities. It is expected that the Contractor will perform a maximum of up to 2000 hours during the term of this contract. If the Contractor envisages that this estimated amount might be exceeded, he must inform EIT RM immediately, and the contracting parties shall agree on how to proceed.

(2) The Contractor shall invoice his remuneration on the 15th day of the following month. Invoices shall clearly specify the contract, the work that has been carried out, the time spent and the period covered. Time sheets with work descriptions shall be added to the invoices. The time sheet will be reviewed against deliverables provided by the Freelancer. EIT RM shall inform the Contractor about any further required details, if any. Payment of the remuneration shall be made within 30 days after receipt of a compliant invoice and confirmation of the respective services by EIT RM by way of transfer to the following account:

- Bank: XX

(3) All statutory and contractual claims to remuneration and fringe benefits, taxes, travel expenses, etc. shall be settled upon payment of the fee. The payment of taxes, social security contributions or other insurances etc. is the responsibility of the Contractor and is therefore his responsibility. EIT RM does not assume any responsibility or obligation in this respect.

§ 5

Data protection and confidentiality

(1) The Contractor shall be obliged to comply with all applicable laws and regulations, including but not limited to data protection laws and regulations. In particular, personal data that come to the Contractor's knowledge may only be used for the performance of contractual services under this contract.

(2) The Contractor undertakes to maintain strict confidentiality during and beyond the end of this contract in respect of all operational matters, business and operating documents, reports, records, work results, and other documents and information of which he becomes aware, or which become known to him, including the amount of his remuneration, to not disclose to third parties and to only use them for the performance of the contractual services under this contract.

(3) The Contractor shall be obliged to properly store the business and operating documents, reports, records, work results, and other documents and information provided by the Client. During the duration of the contractual relationship, the documents shall be returned to EIT RM at EIT RM's request and immediately after termination of the contractual relationship without being requested to do so.

- (3) Sec. 5 shall also apply to all other documents and objects which the Contractor receives during the contractual relationship. The assertion of a right of retention is excluded.

§ 6

Inability to work, no Vacation

- (1) The Contractor shall inform EIT RM immediately of disablement due to illness and its expected duration.
- (2) The Contractor is not entitled to receive remuneration in cases of illness or other forms of disablement.
- (3) There is no entitlement to paid vacation.

§ 7

Use of the work results

- (1) All rights to all work results in connection with the Contractor's work for EIT RM are the exclusive and unrestricted property of EIT RM. EIT RM shall be entitled to use all results and records prepared by the Contractor within the scope of this contract, including the associated documents, such as reports, drawings, expert opinions, and procedures, for its purposes without restriction in terms of space, time and content without restriction.
- (2) The Contractor hereby transfers to EIT RM the exclusive rights of use, unrestricted in terms of time, space and content, at the time the work results are created.
- (3) The Contractor hereby waives, as far as legally possible, any legal positions to which it may be entitled under personal rights, in particular the right to be named as the author and the right to make a work accessible.
- (4) If the Contractor intends to use results from the contract for other purposes, he shall obtain the prior written consent of EIT RM. The contracting parties shall lay down the conditions in a written agreement.

§ 8

Liability

- (1) The Contractor shall be liable to EIT RM in accordance with the statutory provisions. In particular, the Contractor shall be liable for damages arising from defective and/or untimely provision of the contractual services.
- (2) EIT RM shall be liable - for whatever legal reason - only for intent and gross negligence. This shall also apply to its legal representatives as well as its vicarious agents. This limitation of liability shall not apply to loss of life, physical injury or damage to health.
- (3) The Contractor shall share with EIT RawMaterials its company liability insurance and/or professional liability insurance including the maximum amount of coverage in Euro per event per insurance.

§ 9

Termination

- (1) The contract shall commence on the date of the signature and has a maximum duration of two (2) years. The contract then expires automatically without any notice of termination being required, unless it has been terminated earlier.
- (2) Notwithstanding the foregoing, a contracting party may terminate the contract prior to its expiry at any time and in its sole discretion with three (3) months prior notice. Termination without notice for good cause remains unaffected. Notice of termination must be given in writing.
- (3) If the contract is terminated, EIT RM shall remunerate the Contractor for the contractual services rendered up to the time of termination in accordance with Sec. 4.

§ 10

Preclusive time limit

- (1) All claims of the contracting parties arising from the freelancer contractual relationship and those in connection with the freelancer contractual relationship must be asserted in writing within three months of their creation, at the latest within three months of the termination of the contract. If the other party rejects the claim or does not respond within a period of two weeks, this claim must be asserted in court within three months of the rejection or expiry date of the deadline. The expiry of the aforementioned deadlines leads to the final expiry of the claims.
- (2) The preclusive time limit does not apply in cases of liability based on acts of intention. The preclusive time limit does not apply in cases of personal injury. The preclusive time limit does especially not apply in terms of the Contractor's obligation of secrecy after the agreement has been terminated.

§ 11

Ethics clauses / Corruptive practices / Audit rights

- (1) The Contractor shall take all measures to prevent any situation where the impartial and objective implementation of the contract is compromised for reasons involving economic interest, political or national affinity, family or emotional ties or any other shared interest ('conflict of interests'). He should inform EIT RawMaterials immediately if there is any change in the above circumstances at any stage during the implementation of the tasks.
- (2) The Contractor acknowledges and accepts the Code of Conduct of EIT RawMaterials which can be downloaded via www.eitrawmaterials.eu.
- (3) The Contractor acknowledges and agrees that the Client, the European Institute of Innovation & Technology (EIT), the European Commission and/or any other competent EU body are entitled to audit and otherwise investigate the compliance with this Agreement, applicable laws and regulations and underlying principles.

§ 12

Final provisions

- (1) The cancellation, termination, amendments, or supplements to the provisions of this contract must be made in writing. The contracting parties agree that electronic signatures, including simple electronic signatures and signatures executed via electronic signature platforms, shall satisfy the written form requirement wherever this contract requires in writing, unless applicable mandatory law requires a stricter form.
- (2) The statutory provisions on service contracts (“Dienstvertrag”) apply supplemental as far as this agreement does not contain other regulations.
- (3) Should individual provisions not be legally effective or unenforceable in whole or in part, the remaining provisions shall not be affected thereby. The same shall apply if a loophole is found. Instead of the invalid or unenforceable provisions or to fill the gap, a provision shall apply which comes closest to the intended purpose in a legally permissible manner.
- (4) This contract is construed in accordance with and governed by the laws of the Federal Republic of Germany, without regard to its conflict of law principles.
- (5) The exclusive place of jurisdiction for all disputes arising from or in connection with this contract shall be Berlin, Germany.
- (6) This contract may be executed in counterparts and signed electronically (simple electronic signature sufficient), each of which is deemed an original and all of which together constitute one instrument.

Date, Place

Date, Place**EIT RawMaterials GmbH****XX**

Bernd Schäfer
CEO / Managing Director

Dr. Andreas Klossek
COO / Managing Director