



**ECVET system for no borders in the Green Economy sector
supporting Employability, Adaptability and European Mobility in VET systems and
Labour Market**

**FIFTH TRANSNATIONAL MEETING,
Siena, 28/09/2015
Meeting minute**

Monday 28 September 2015

Place: Camera di Commercio, Piazza Matteotti 30 Siena

Participants

N.	Partner n.	Organization	Name
1	P0	Camera di Commercio	Maria Girimonte
2	P0	Camera di Commercio	Maria Giulia Sampieri
3	P0	Camera di Commercio	Elena Iacopini
4	P1	Eurobic Toscana Sud srl	Barbara Signorini
5	P1	Eurobic Toscana Sud srl	Donatella D'Agostino
6	P1	Eurobic Toscana Sud srl	Nicole Masini
7	P1	Eurobic Toscana Sud srl	Serena Frediani
8	P2	CONFAO	Monica Pierucci
9	P4	Provincia di Siena	Miriana Bucalossi
10	P4	Provincia di Siena	Rita Pisanello
11	P6	IBW	Silvia Seyer Weiss
12	P6	IBW	Benjamin Gruber
13	P7	IDEC	Xenia Chronopoulou
14	P8	CECE	Juan Ignacio De Arce
15	P8	CECE	Lucia Rodriguez Moreno
16	P9	ODIP	Georgiana Giba
17	P9	ODIP	Margareta Ivan
18	P10	CPI	Barbara Kunčič
19	P10	CPI	Urška Marentik
20	P10	CPI	Jure Suligoj

Description of activities

Camera di Commercio staff welcomed the partners in Siena for the final meeting and, after a short presentation, declared the meeting open. P1 Eurobic Toscana Sud welcomed all partners in Siena and Barbara Signorini started with a presentation of the meeting's agenda (ANNEX 1) introducing partners' representatives participating in the meeting for the first time.

After the presentation of meeting's agenda, P1 Eurobic Toscana Sud made a report on the progress of Ecovet project. With the help of a scheme Barbara Signorini illustrated the situation of the project after two years (see Annex 2). Barbara illustrated the achievements related to each work package underlining the results reached during the project and the work to do in the final phase of the project. Particular attention was paid to the WP 5 and 6 which represents the core of the project from content point of view (definition of ECOVET toolkit and experimentation in different European countries).

The meeting continued with a focus on the experimentation realized in each country in order to discuss about the results and the functionality of the tool created on purpose. For more details about experimentation see Annex 3. The presentation of experimentation in each country was followed by a roundtable discussion about the results from a methodological point of view and about contents.

After the presentation of experimentation's results, the meeting continued with the presentation of the Format of Memorandum of Understandings (MoU) and the Format of Learning Agreement (LA) in their final version, shared with partners by email. Barbara Signorini explained that coordinator partner had shared these documents also with Region of Tuscany in order to define with this institution the subscription of the MOU and LA underlining that Italian institution had appreciated ECOVET project results.

The last part of the morning was dedicated to the final product of our project (validated version of Ecovet methodological-operational tool-kit). Mrs Monica Pierucci and Mrs Donatella D'Agostino made a presentation of a draft of the final product in order to share its structure and its contents with all partnership.

After a lunch break the meeting continued with a discussion about the possible revision of Italian /Tuscan professional profile of "Technician for the design and development of energy-saving systems". Partner CNA Siena P5 (Luciano Checcucci and Raffaello Ginnaneschi), absent in the morning, took part to the afternoon activities. One of the most important aim of the project is to share the results of the comparison between similar profile in different European countries with Region of Tuscany. Our project could lead to a revision of our regional profile in order to make it more similar to those of other European countries, closer to labour market needs, with knowledge skills and competences easily recognizable in other European countries. Barbara Signorini invited all partners to express their views about Italian profile in order to define the aspects to modify or to improve according to their work, their discussion with experts and the results of experimentation.

The meeting continued with the examination of transversal WP about general aspects of the project (financial management, monitoring and evaluation, dissemination). Since the project is at

the end Barbara Signorini underlined the necessity to plan its closure and the submission of final report.

About project management (WP1), Mrs Barbara Signorini announced to partners that Camera di Commercio has paid the second prefinancing according to the rules established in the agreement with Italian national authority: national authority has 45 days to pay from the moment in which it receives the request of payment by the beneficiary. Our interim report was approved in the first day of July but we have to consider that August is a particular month during which public body works with more difficulties because of holidays. Barbara Signorini remembered that not all partners had requested the payment of the second prefinancing.

At the same time Barbara Signorini said that National Agency had accepted our request of budget changes. She remembered to all that it was not necessary an authorization because our request was less than 10% but it was necessary to have a written answer of our national authority. The new version of project budget, defined according to the partners' requests, was showed (see annex 4).

Barbara Signorini explained that in that moment the partnership target was the submission of final financial report which represents a very important aspect of the general evaluation of our project by our national agency. In order to have a green evaluation is necessary to have a positive evaluation of financial management. With the aid of a PPT presentation (annex 5) she remembered the most important information about financial report such as the description of the period that concerns financial monitoring, the next deadlines. She underlined that our start point was the interim report: even if the project had a positive evaluation it didn't mean an evaluation about eligibility.

Barbara Signorini remembered to all partners the suggestions of our national authority related to interim report in order to correct it/improve it. She announced that in the following days all partners will receive specific instructions according to the guidelines of our national authority which had organized a specific seminar dedicated to submission of final report in the same day of our final meeting.

About the deadline for submission of final financial report the partnership agreed to establish as deadline for partners the 10 November with the commitment to update via email in order to decide whether to ask to Italian national agency for an extension for the submission of final report. The coordinator partner invited all partner to respect the deadline in order to submit in time our report to Italian national agency.

About monitoring and evaluation (WP7) Barbara Signorini showed the results of previous monitoring activities and invited all partners to make as soon as possible the questionnaire about final meeting and final conference in Siena. At the same time the partnership discussed about a general evaluation of ECOVET project, its ability to exploit and to adapt the results of a previous best practise and to apply them to a new sector and to a new contest. Despite some difficulties due to the complexity of the professional profiles and of the sector, all partners agree that ECVET Recommendation has proved once again successful, providing interpretative lens based on competences, or on comparing the performance of the worker that we find in the professional profiles of each country. The project has demonstrated that there are no qualifications that match entirely because the European labour market is still very fragmented and our cultures lead us to read it in very different ways through the filters of bureaucracies and VET systems that sometimes follow conflicting logics and patterns. We have established a Memorandum of Understanding / MoU ECVET related to the professional profile of "Technician for the design and development of energy-saving systems " based on a comparative matrix that defines a common model for ECVET

learning Agreements and for the attribution of credit points. This will allow to recognize, in the context of the involved countries / regions, the validity of training paths, the attribution and application of credit points methods, related to LO (Learning Outcomes) expressed in recognizable learning units, because commissioning in transparency and compared, quantified and easily transferred in various national and transnational VET contexts.

According to the partnership the results of the project have the ambition to provide a valid technical support for students and workers who wish to undertake really European qualification pathways and to train in an integrated system school / labour.

The last part of the meeting was dedicated to a final recap of the most important conclusions in order to plan the project closure and to define next tasks and deadlines.

Action plan

WP	ACTION/RESULT	TASK ASSIGNED TO	DEADLINE
1	Presentation to coordinator partner of financial final report	All core partners	10/11/2015
7	Submission of satisfaction questionnaire	All core partners	10/10/2015
all	Check of final version of all products and results	All core partners	10/11/2015
	Submission of final report	PO	By 30/11/2015

The first day of work ended at 17.30.

The meeting continued with the partnership dinner organized by the host partner, Camera di Commercio.

The following day was dedicated to the final conference