



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

**SECOND TRANSNATIONAL MEETING, Piraeus 22-24 October 2014
Meeting minute**

Thursday 23 October 2014

Place: IDEC S.A. 96, Iroon Polytechniou Ave. Piraeus, Greece

Participants

| N. | Partner n. | Organization | Name |
|----|------------|-------------------------|----------------------|
| 1 | P1 | Eurobic Toscana Sud srl | Barbara Signorini |
| 2 | P1 | Eurobic Toscana Sud srl | Donatella D'Agostino |
| 3 | P2 | CONFAO | Monica Pierucci |
| 4 | P4 | Provincia di Siena | Miriana Bucalossi |
| 5 | P4 | Provincia di Siena | Rita Pisanello |
| 6 | P6 | IBW | Silvia Seyer Weiss |
| 7 | P7 | IDEC | Olga Anagnostaki |
| 8 | P8 | CECE | Inés Alonso |
| 9 | P9 | ODIP | Georgiana Giba |
| 10 | 10 | CPI | Barbara Kunčič |
| 11 | 10 | CPI | Jure Šuligoj |
| 12 | 10 | CPI | Davorin Majkus |

Description of activities

IDEC staff welcomed the partners in Piraeus and, after a short presentation of the structure, declared the meeting open. P1 Eurobic Toscana Sud made a presentation of the meeting's agenda (ANNEX 1) explaining the absence of the applicant Camera di Commercio, because in the same days Italian national authority had organised a seminar for the preparation of interim report and it was necessary to be there in order to have all instructions necessary to the partnership.

After the presentation of meeting's agenda, P1 Eurobic Toscana Sud, together with P2 Confao, made a report on the progress of Ecovet project. With the help of a scheme Barbara Signorini and Monica Pierucci illustrated the tasks provided for each partner and for each Work Package according to the work plan in order to verify the respect of the timing proposed in view of the imminent submission of INTERIM REPORT (by 30/11/2014). See annex 2 for a description of the situation after the first year of the project. The coordinator partner encouraged all partners to present by the established deadlines the documents required (in their final version) for the presentation of the interim report. Mrs Signorini explained also that probably a request of delay for the submission of interim report will be necessary because project activities started in late and if the consortium recovered most of the delay, it will need a little more time in order to comply with the objectives established by the project for the submission of interim report.

The meeting continued with a round table discussion about the "Vademecum of the ECVET Management system", the best practise Ecovet project is based on. All partners agreed in confirming the value of the product characterized by a detailed methodological analysis.

The discussion continued in order to analyse how to transfer the procedure defined by the best practise (related to tourism sector) to the green economy sector. In particular the partnership emphasized the difference between the level of complexity of professional profiles provided by the previous project NETWORK (with low EQF level and simpler skills and abilities) and Ecovet project where the selected profiles are rather complex and with higher EQF level).

At the end of the discussion EBTS and CONFAO established to summarize the conclusion of the partnership in a report that will be submitted to all for sharing and approval.

After a lunch break, the meeting continued with the presentation by each partner of 6 different countries (IT, AT, EL, ES, RO, SI) of the desk analysis results, based on the analysis of the selected professional profiles (see Annex 3). The description focused on the following aspects:

- analysis of contract forms;
- descriptions of knowledges, skills and competences;
- description and analysis of the certification systems (swot analysis)

The presentations of professional profiles was characterized by a constant debate among partners with the aim to make a comparison between italian professional profile and those of the other European Countries. The results of the comparison will be summarized in a matrix of transnational comparison in order to identify common areas.

The last part of the first day of meeting was dedicated to presentation of web site implementation. The coordinator partner, responsible for WP 2, showed the project web site with the implementation of the different modules and proposed a solution to create a reserved area for partners based on the use of dropbox. After a debate, all partners agreed that dropbox was a very useful tool but not enough easy to manage (risk of not controlling clearly the modification of documents) and they established to create a special reserved section in Ecovet website. The decision to create a separate menu for project newsletters was also shared by consortium. About the newsletter the partners asked to coordinator partner to verify the possibility of subscribing to it by people external to the project even if the project doesn't provide it.

The first day of work ended at 18.30.

The meeting continued with the partnership dinner organized by the host partner, IDEC.

Friday 24 October 2014

Place: IDEC S.A.
96, Iroon Polytechniou Ave. Piraeus, Greece

Participants

| Partner n. | Organization | Name |
|------------|-------------------------|----------------------|
| P1 | Eurobic Toscana Sud srl | Barbara Signorini |
| P1 | Eurobic Toscana Sud srl | Donatella D'Agostino |
| P2 | CONFAO | Monica Pierucci |
| P4 | Provincia di Siena | Miriana Bucalossi |
| P4 | Provincia di Siena | Rita Pisanello |
| P6 | IBW | Silvia Seyer Weiss |
| P7 | IDEC | Olga Anagnostaki |
| P8 | CECE | Inés Alonso |
| P9 | ODIP | Georgiana Giba |
| 10 | CPI | Barbara Kunčič |
| 10 | CPI | Jure Šuligoj |
| 10 | CPI | Davorin Majkus |

Description of activities

The second day started with a focus on administrative and financial management (see Annex 4). The coordinator partner showed a presentation of progress of expenditure and invited all partners to send by the deadline established in the handbook for project management (by 10/11/2014). In particular Mrs Signorini specified that, in the following days, each partner would receive special instructions about the documents necessary for the submission of interim report, according to the information given by Italian national authority during the seminar of 22/10/2014. The last part of the meeting was dedicated to recap the most important aspects emerged during the 2 days of works in order to plan next project steps. In particular Mrs Monica Pierucci (CONFAO) and Mrs Barbara Signorini (Eurobic Toscana Sud) presented and shared with all partnership the next steps with particular attention to each Work Package. In particular they underlined the necessity to define an initial proposal of adaptation for the comparison of the competences described in the different profiles in order to identify common and comparable areas (result R.4.5). Moreover the coordinator partner made a presentation of the next steps to complete the research toolkit: P1 and P4 will send to partners a specific tool in order to realize a field analysis with green economy sector's stakeholders. Mrs D'Agostino explained that she had already began the field analysis in province of Siena and summarized the initial results (annex 5). The final part of the meeting was dedicated to the definition of the next meeting dates: the consortium decided to hold:

- the next meeting in Spain in two half-days (Thursday afternoon and Friday morning): 5-6 February or 12-13 February.
- The next meeting in Austria in two days in June: 11-12 or 18-19. As the work plan includes a dissemination seminar during the meeting in Austria, Mrs Silvia Seyer Weiss of IBW, hosting partner, asked to coordinator partner to consider in the agenda of the next meeting in Madrid a specific issue related to the organisation of the event.
- The final conference in Siena in two days in September: 21-22 or 28-29.

The partnership decided to define the final dates with a doodle pool submitted by Eurobic to all partners.

The meeting ended at 12.00.

Action plan

| WP | ACTION/RESULT | TASK ASSIGNED TO | DEADLINE |
|----|---|--------------------|------------|
| 1 | Submission of interim report | P0 – P1 | 30/11/2014 |
| 1 | Administrative and financial monitoring | All core partners | 10/11/2014 |
| 1 | Doodle pool for next meetings (Spain, Austria, final conference in Italy) | P1 | 31/10/2014 |
| 2 | Web site reserved area | P1 | 20/11/2014 |
| 3 | Matrix of transnational comparison (final version) | P1-P2 | 15/11/2014 |
| 3 | National Reports “Considerations about the level of implementation of the EQF and ECVET (final version) | P7-P8-P9 | 31/10/2014 |
| 3 | Desk analysis 4 (final version) | P1-P6-P7-P8-P9-P10 | 10/11/2014 |
| 3 | Field Analysis | P1-P2 | 15/11/2014 |
| 4 | Report on Vademecum analysis | P1-P2 | 31/10/2014 |
| 4 | swot analysis (final version) | P7-P8-P9 | 10/11/2014 |
| 4 | Comparative SWOT analysis | P1-P2 | 15/11/2014 |
| 4 | First proposal of adaptation | P1-P2 | 25/11/2014 |