

## Workplace Health Promotion-a means of increasing the professional knowledge of the Slovenian Occupational, traffic and sports medicine physicians

2010-1-SI1-LEO05-01619

<http://www.adam-europe.eu/adam/project/view.htm?prj=7676>

## Project Information

- Title: Workplace Health Promotion-a means of increasing the professional knowledge of the Slovenian Occupational, traffic and sports medicine physicians
- Project Number: 2010-1-SI1-LEO05-01619
- Year: 2010
- Project Type: Transfer of Innovation
- Status: granted
- Country: SI-Slovenia
- Marketing Text: The scope of the project is to give to the Slovenian specialists in occupational, traffic and sports medicine a possibility to enrich their knowledge of workplace health promotion and to enhance their role in this field. In addition to acquiring new knowledge in the field of workplace health promotion, participants could refresh some of the other skills (e.g. ergonomics, risk assessment) and improve their computer literacy in order to be able to find professional information. The vision of the project not only encompasses opening up additional opportunities for more successful work and cooperation with companies in the field of employees' health, but also enhancing the competitiveness of specialists and increasing the quality of life of employees. An additional benefit of this educational programme is the enrichment of the VET system for medical doctors since the Slovenian Medical Chamber approved its integration into the system of license extension.
- Summary: The overall aim of the project is to improve, adapt and transfer an existing international blended learning training programme in workplace health promotion, named ELWHP and developed already in Romania, for a number of 30 Slovenian Occupational, traffic and sports medicine physicians.
- Description: Within the project, the following operational objectives were planned and also fully met:
- to organize an updated and specifically crafted WHP training course for the Slovenian OTSMP - a big effort was put into the process of needs assessment and analysis of the Slovenian legal, institutional and educational framework in the field of occupational health and WHP in order to make the training course as suitable as possible for our target group and national context;
  - to support the process of developing the field through an information campaign - the campaign has raised awareness about the importance of specific knowledge in WHP among the target group (the plan is to repeat the SIWHP course and to develop several new shorter courses in WHP) and has also enhanced willingness for cooperation between the OTSMP, safety engineers and health promoters or WHP advisors (also trained by the Slovenian partner);
  - to disseminate the content of the training course at European level for possible duplication - the already visible results of this dissemination are two new proposals of similar projects in Slovakia and Czech Republic, and also some other countries are interested in transferring and adapting the SIWHP training course (e.g. Spain);
  - to organize a face-to-face training - the training course was implemented twice for two groups of participants with a three months gap between them in order to adapt the course material, teaching methods and course schedule;
  - to set up a website suitable for e-learning: the website was meant to serve as an on-line forum and a useful way to discuss with lecturers but it turned out that this was the weakest part of the training course itself; the conclusion is that Slovenian OTSMP are not yet prepared to use the internet as a tool for e-learning and still prefer face-to-face learning methods; this experience will be very useful in adapting the SIWHP course and in setting up future training programmes for this target group.
- Themes: \*\*\* Intercultural learning  
\*\*\* Sustainability  
\*\*\* Lifelong learning  
\*\*\* Open and distance learning  
\*\* Utilization and distribution of results  
\*\* Labor market  
\*\* Recognition, transparency, certification  
\*\* Vocational guidance

## Project Information

Sectors: \*\* Enterprise, SME  
\*\* Continuous training  
\*\*\* Manufacturing  
\*\*\* Human Health and Social Work Activities  
\*\* Professional, Scientific and Technical Activities  
\* Education

Product Types: distribution methods  
material for open learning  
evaluation methods  
modules  
open and distance learning  
program or curricula  
teaching material  
transparency and certification  
website

Product information: During the project, several results and products were achieved:

- Work Plan and Detailed Information about the Project

Detailed work plan by partners with an overview of the project, partners' tasks description, exact deadlines, financial and administrative issues, and budget by partners, aimed to assure good management and administration of the project.

- Needs assessment report

The report is the result of the needs assessment process that consisted of three main fields of assessment: an overview (based on a desktop research) of the occupational health system in Slovenia including legislative and institutional framework, and training for OTSMP; focus group discussion and field survey; and peer review of the training material (mainly the training course manual).

- Valorisation plan

It aims to ensure that the project results meet the identified needs and in this case these results can be also included into the VET system. The purpose is also to ensure that the main outputs of the project will have the maximum possibility of being used beyond the lifetime of the project. The plan focuses on various opportunities for project results dissemination.

- Dissemination material (leaflets)

The leaflet in Slovenian language aimed to reach a number of 200 OSH specialists, company representatives, safety inspectors, and occupational health physicians via dissemination through direct mailing and conferences held by the Slovenian partner.

The leaflet in English aimed to reach a number of 100 European specialists, company representatives, safety inspectors, and occupational health physician via dissemination of materials and organization of a European Workshop.

- Curriculum and training course plan

Detailed training course programme that contains 10 modules and an introductory and closing session. Each module is presented in a half day session and split into several lectures, example presentations, discussions and case study exercises. An integral part of the curriculum is also the case study that is used for exercises at almost every module, therefore the participants have to read the case study well in the beginning of the course to be able to take an active role in these exercises.

- E-learning platform (on line) and website

Together with the project visual identity also the website mock-up was prepared, and general information text in English and Slovenian was developed. The website address is: [www.si-whp.eu](http://www.si-whp.eu). The website also contains an e-learning platform with the possibility to get in contact with lecturers/tutors and other participants, to take part in forums regarding all relevant topics, and to upload the final assignment papers.

## Project Information

### - National dissemination event

The national dissemination event aimed to present the project and the training course to a wider community of occupational health experts, and to show some work done by the participants. Thus, the event programme included some presentations of workplace health promotion programmes developed by the participants as final assignments.

Additional purpose of the event was to attract other occupational health physicians to take part in the next implementation of the SIWHP course.

The round table discussion in the second half of the event was dedicated to draw some guidelines for adaptation of the SIWHP training course on the basis of the evaluation carried out.

### - European dissemination event

The project results and the training course evaluation were presented and discussed at the European dissemination event presentation and workshop adjoining the Copenhagen meeting of the European Network for Workplace Health Promotion. The English leaflets were distributed among the participants before the session started.

### - Training courses

The training course was organized for two groups of occupational, traffic and sports medicine specialists, altogether, 26 participants were included. The two courses were implemented with a three months gap between them in order to allow adaptations of the course content, structure and training materials based on the results attained during the first training period.

Following the needs assessment, each course of total length of 6 days was split into two sections of three consecutive days, from Thursday to Saturday. Both groups received the case study on the first day of the face-to-face training in order to have time to read it before the second day when the case study exercises started. The course was thoroughly evaluated.

Three weeks after the face-to-face part of the course the participants had to submit the final assignment via website or e-mail.

### - Workplace Health Promotion Handbook

The main purpose is to support the training course and to equip training course participants with a tool to consolidate the knowledge gained and to allow them to study additionally the main topics of the course. The second purpose is to provide the occupational health professionals in Slovenia with the first handbook in the field of workplace health promotion in the national language.

### - Quality Management Plan

It presents the approaches and activities foreseen to be undertaken during the implementation of the project SIWHP "Workplace Health Promotion - a means of increasing the professional knowledge of the Slovenian Occupational, traffic and sports medicine physicians" in order to ensure a high quality of its processes, outputs and outcomes.

### - Training Course Evaluation Report

It presents the results of evaluation of the first and second face-to-face training course. It has the following structure: description of the training programme from the perspective of the components of the programme; expected results evaluation; evaluation of the pedagogical quality of the training; evaluation of the course from the perspective of the contents in general; evaluation of the organization of the training; and conclusions and recommendations.

Projecthomepage: <http://www.si-whp.eu>

## Project Contractor

Name: University Medical Centre Ljubljana  
City: Ljubljana  
Country/Region: Slovenija  
Country: SI-Slovenia  
Organization Type: public institution  
Homepage: <http://www.kclj.si>

## Contact Person

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Homepage:

## Coordinator

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Homepage:

## Partner

### Partner 1

Name: WRC Research Centre Ltd  
City: Dublin  
Country/Region: Dublin  
Country: IE-Ireland  
Organization Type: others  
Homepage: <http://r.wynne@wrc-research.ie>

### Partner 2

Name: EWORX SA  
City: Halandri, Athens  
Country/Region: Peloponnissos  
Country: EL-Greece  
Organization Type: others  
Homepage: <http://www.eworx.gr>

### Partner 3

Name: Romtens Foundation  
City: Bucharest  
Country/Region: Bucuresti  
Country: RO-Romania  
Organization Type: others  
Homepage: <http://www.romtens.ro>

### Partner 4

Name: CSES, University of Perugia, Department of medical and surgical specialties and public health  
City: Perugia  
Country/Region: Puglia  
Country: IT-Italy  
Organization Type: others  
Homepage: <http://www.unipg.it>

## Partner

### Partner 5

Name: Prevent, Institute for Occupational Safety and Health  
City: Brussels  
Country/Region: Bruxelles Cap, Brussel Hof  
Country: BE-Belgium  
Organization Type: others  
Homepage: <http://www.prevent.be>

## Products

- 1 Work Plan and Detailed Information about the Project
- 2 Needs assessment report
- 3 Valorisation plan
- 4 Dissemination material (leaflets)
- 5 Curriculum and training course plan
- 6 E-learning platform and website
- 7 National dissemination event
- 8 European dissemination event
- 9 Training courses
- 10 Workplace Health Promotion Handbook
- 11 Quality Management Plan
- 12 Training Course Evaluation Report

## Product 'Work Plan and Detailed Information about the Project'

Title: Work Plan and Detailed Information about the Project

Product Type: others

Marketing Text:

Description: Detailed work plan by partners with an overview of the project, partners' tasks description, exact deadlines, financial and administrative issues, and budget by partners, aimed to assure good management and administration of the project

Target group: Project partners

Result: Work Plan and Detailed Information about the Project

Area of application: Management of the project

Homepage:

Product Languages: English

## Product 'Needs assessment report'

Title: Needs assessment report

Product Type: others

Marketing Text: The document gave valuable directions for adapting the training course material, especially the manual, and provided useful information for introducing changes into the training course itself.

Description: The report is the result of the needs assessment process that consisted of three main fields of assessment:

- an overview (based on a desktop research) of the occupational health system in Slovenia including legislative and institutional framework, and training for OTSMP;
- focus group discussion and field survey; and
- peer review of the training material (mainly the training course manual).

Target group: Project partners and experts, Slovenian occupational health physicians, Association of Occupational Traffic and Sports Medicine

Result: Needs assessment report

Area of application: Directions for adapting the training course material, especially the manual

Homepage:

Product Languages: English

## Product 'Valorisation plan'

Title: Valorisation plan

Product Type: others

Marketing Text: It enhanced an ongoing dissemination of information about the project and its results. In this way valuable information about the target group needs were gathered and used in the process of the training course adaptation.

Description: It aims to ensure that the project results meet the identified needs and in this case these results can be also included into the VET system. The purpose is also to ensure that the main outputs of the project will have the maximum possibility of being used beyond the lifetime of the project. The plan focuses on various opportunities for project results dissemination.

Target group: project partners

Result: Valorisation plan

Area of application: Dissemination of information about the project and its results

Homepage:

Product Languages: English

## Product 'Dissemination material (leaflets)'

Title: Dissemination material (leaflets)

Product Type: others

Marketing Text: The Slovenian leaflet contributed a great deal to spreading the information about the training course among different stakeholders and especially within the target group. It was also a major tool in recruiting the two groups of participants for the training course.

Description: - The leaflet in Slovenian language aimed to reach a number of 200 OSH specialists, company representatives, safety inspectors, and occupational health physicians via dissemination through direct mailing and conferences held by the Slovenian partner.  
- The leaflet in English aimed to reach a number of 100 European specialists, company representatives, safety inspectors, and occupational health physician via dissemination of materials and organization of a European Workshop.

Target group: Occupational health and safety specialists, safety inspectors, company representative, occupational health physicians

Result: Dissemination material (leaflets)

Area of application: Spreading the information about the training course among different stakeholders and especially within the target group

Homepage:

Product Languages: Slovenian  
English

## Product 'Curriculum and training course plan'

Title: Curriculum and training course plan

Product Type: program or curricula

Marketing Text: It enabled the implementation of the training courses.

Description: Detailed training course programme that contains 10 modules and an introductory and closing session. Each module is presented in a half day session and split into several lectures, example presentations, discussions and case study exercises. An integral part of the curriculum is also the case study that is used for exercises at almost every module, therefore the participants have to read the case study well in the beginning of the course to be able to take an active role in these exercises.

The training course consists of the following sessions and modules:

- Introductory session
- Health Promotion and Workplace Health Promotion
- Research and information in WHP
- Project Management in WHP
- Risk Assessment and its use for WHP
- Promoting workability as a means of WHP - benefits for employees and businesses
- Organizational and individual factors and WHP
- Ergonomics and WHP
- Promoting Mental Health at the workplace
- Communication in WHP
- Evaluation of WHP programs
- Closing session with the project overview and final evaluation

Target group: Occupational health physicians

Result: Curriculum and training course plan

Area of application: Implementation of the training courses.

Homepage:

Product Languages: Slovenian  
English

## Product 'E-learning platform and website'

Title: E-learning platform and website

Product Type: website

Marketing Text: The website was mostly used as a source of information and a tool for uploading the final assignment papers (not for all participants) but it wasn't used for taking part in the forums. This was probably the weakest point of the training course and it implies that this kind of learning methods are not suitable for this particular target group that prefers a face-to-face teaching methods.

Description: Together with the project visual identity also the website mock-up was prepared, and general information text in English and Slovenian was developed. The website address is: [www.si-whp.eu](http://www.si-whp.eu). The website also contains an e-learning platform with the possibility to get in contact with lecturers/tutors and other participants, to take part in forums regarding all relevant topics, and to upload the final assignment papers.

Target group: Training course participants, occupational health physicians, other stakeholders (companies, safety engineers, health inspectors, trade unions etc.)

Result: E-learning platform and website

Area of application: Source of information and a tool for uploading the final assignment papers

Homepage: [www.si-whp.eu](http://www.si-whp.eu)

Product Languages: Slovenian  
English

## Product 'National dissemination event'

Title: National dissemination event

Product Type: others

Marketing Text: The project and its results, mainly the training course and its curriculum in general, were presented to the target group - potential participants of the next courses in order to enhance the possibility for continuing exploitation of the project results. It also contributed valuable suggestions for training course adaptation in the future.  
On the other hand the final event strengthened the achievements of the two groups of occupational health physicians that attended the first two courses. It was also an opportunity to publicly award them the certificates

Description: The national dissemination event aimed to present the project and the training course to a wider community of occupational health experts, and to show some work done by the participants. Thus, the event programme included some presentations of workplace health promotion programmes developed by the participants as final assignments.  
Additional purpose of the event was to attract other occupational health physicians to take part in the next implementation of the SIWHP course.  
The round table discussion in the second half of the event was dedicated to draw some guidelines for adaptation of the SIWHP training course on the basis of the evaluation carried out.  
The presentations were done in Slovenian and English with English slides in order for consortium members to be able to understand the overall meaning.

Target group: Course participants, other occupational health experts

Result: National dissemination event

Area of application: Dissemination of project results

Homepage:

Product Languages: English  
Slovenian

## Product 'European dissemination event'

Title: European dissemination event

Product Type: others

Marketing Text: The event contributed to potential further transferring of the SIWHP training course to other European countries. Namely, all the ENWHP members are deeply involved in developing new training programmes in the field of workplace health promotion for different target groups among which also for occupational health physicians.

Description: The project results and the training course evaluation were presented and discussed at the European dissemination event presentation and workshop adjoining the Copenhagen meeting of the European Network for Workplace Health Promotion. The English leaflets were distributed among the participants before the session started.

Target group: Representatives of occupational health and safety organizations, workplace health promotion/occupational health/OSH experts

Result: European dissemination event

Area of application: Dissemination of project results

Homepage:

Product Languages: English

## Product 'Training courses'

Title: Training courses

Product Type: open and distance learning

Marketing Text: The courses are the core result of the SIWHP training and contributed to reach the main objective - to train a group of the Slovenian occupational health specialists and trainees.

Description: The training course was attended by 26 participants (occupational health specialists and trainees) that have registered for the course after several mail (regular mail and e-mail) notifications of the target group (of approx. 150 occupational health physicians). English was the main language of the course, all the materials were prepared bilingually, only some of the introductory lectures were held in Slovenian.

The two courses were implemented with a three months gap between them in order to allow adaptations of the course content, structure and training materials based on the results attained during the first training period. The first course was scheduled for May 2012 (from 17th to 19th and from 24th to 26th May) and the second one was held in September/October 2012 (from 27th to 29th September and from 4th to 6th October 2012). Following the needs assessment, each course of total length of 6 days was split into two sections of three consecutive days, from Thursday to Saturday.

Both groups received the case study on the first day of the face-to-face training in order to have time to read it before the second day when the case study exercises started. The course was thoroughly evaluated.

The participants had an opportunity to get acquainted with the course and its content through the website ([www.si-whp.eu](http://www.si-whp.eu)) that was put on-line in the end of April. During the training course they should login to the e-learning section of the project website and take part in the forums by posting at least two questions/comments on every topic but it turned out that this task couldn't be performed because this target group is not used to this type of learning.

The participants also received some training material:

- printed handouts of all the modules in English and Slovenian,
- printed case study in both languages,
- the original manual prepared for the Romanian project
- instructions and a template for the final assignment.

Three weeks after the face-to-face part of the course the participants had to submit the final assignment via website or e-mail.

Target group: Occupational health physicians

Result: Training courses

Area of application: Train a group of the Slovenian occupational health specialists and trainees

Homepage:

Product Languages: English  
Slovenian

## Product 'Workplace Health Promotion Handbook'

Title: Workplace Health Promotion Handbook

Product Type: teaching material

Marketing Text: The manual integrates the project outputs and contributes a great deal to available literature from the field of WHP. It will support the future participants of the course but will be also a useful tool to study WHP in general. It makes the training outputs available well beyond the lifetime of the project.

Description: The main purpose is to support the training course and to equip training course participants with a tool to consolidate the knowledge gained and to allow them to study additionally the main topics of the course.  
The second purpose is to provide the occupational health professionals in Slovenia with the first handbook in the field of workplace health promotion in the national language.  
The original manual created for the training course in Romania was first adapted according to the needs assessment, translated and carefully reviewed regarding linguistic and expert aspects. Being the first book in this field in Slovenia, many terminological problems had to be solved in the Slovenian version and many new terms introduced.  
The English and Slovenian versions of the adapted text were prepared as two separate books.

Target group: SIWHP course participants, other professionals in the field of WHP and occupational health

Result: Workplace Health Promotion Handbook

Area of application: Supporting the training course implementation

Homepage:

Product Languages: English  
Slovenian

## Product 'Quality Management Plan'

Title: Quality Management Plan

Product Type: others

Marketing Text: The plan ensured the quality of the project results in four fields of activities:  
I. the Training Needs Assessment performed under the WP2- Training Needs Assessment  
II. the modules produced for the SIWHP project by taking into account the suggestions and feedback enclosed within the Training Needs Assessment Report (D) which resulted at the end of the research performed under the Working Package 2  
III. the face-to-face training sessions  
IV. the e-learning platform.

Description: It presents the approaches and activities foreseen to be undertaken during the implementation of the project SIWHP "Workplace Health Promotion - a means of increasing the professional knowledge of the Slovenian Occupational, traffic and sports medicine physicians" in order to ensure a high quality of its processes, outputs and outcomes.

Target group: Project partners

Result: Quality Management Plan

Area of application: Management of the project

Homepage:

Product Languages: English

## Product 'Training Course Evaluation Report'

Title: Training Course Evaluation Report

Product Type: evaluation methods

Marketing Text:

Description: It presents the results of evaluation of the first and second face-to-face training course . It has the following structure:

- I. Presenting the training programme from the perspective of the components of the programme, the modules that have been created, the pedagogical objectives aimed by each of the modules, the authors of each training module and the description of the way in which the course has been organized.
- II. Section 1 refers to the expected results evaluation, presenting the level in which the participants have considered that have, before beginning the training, the abilities and knowledge that wanted to be transmitted through the respective training, as well the level in which each set of objectives of each module have been fulfilled in the end.
- III. Section 2 refers to the evaluation of the pedagogical quality of the training; in order to achieve these seven important aspects which have been pursued: the content of the module, the knowledge of the lecturers, the pedagogical skills of the lecturers, the used materials (printed modules, study cases, Power Point presentations), and the organization of the modules. Each of these has received marks, 1 being the minimum and 10 being the maximum.
- IV. Section 3 refers to the evaluation of the course from the perspective of the contents in general: omissions of the course, notions taught in excess, the most valuable subjects taught, the least valuable subject taught and, last but not least, the possibility to put into practice the notions learned. At the end of the 5 days of training the participants answered about these specific content issues of the training course for each of the two training sessions.
- V. Section 4 refers to the evaluation of the organization of the training taking into consideration the coordination of the training, the materials used during the course (including the translation during the training), the training facilities (room, placement, etc), the refreshments (during the coffee breaks) and the pre-event organization, each of these considered elements receiving marks between 1 and 10.
- VI. A section with "conclusions and recommendations" drawn from the unfolding of the course, evaluator's observation, the questionnaires and the observations of the course participants.
- VII. The annexes present the Evaluation Questionnaire and the Schedule of the training course 1 and the training course 2.

Target group: project partners, organizations interested in transferring the training course

Result: Training Course Evaluation Report

Area of application: Project evaluation

Homepage:

Product Languages: English

## Events

### **Presentation of the project results at the conference Physicians and Stress IV**

Date 26.01.2013

Description Presentation of the project results at the conference Physicians and Stress IV, organized by the Association of the Occupational, Traffic and Sports Medicine of the Slovenian Medical Association, 26-01-2013

Target audience Occupational health physicians, public health specialists

Public Event is open to the public

Contact Information Association of the Occupational, Traffic and Sports Medicine of the Slovenian Medical Association, president: Andrea Margan, E:andrea.margan@gmail.com

Time and place 26-01-2013, Ribno

### **Presentation at the annual conference of the Slovenian Network for Workplace Health Promotion**

Date 08.11.2012

Description Presentation at the annual conference of the Slovenian Network for Workplace Health Promotion, organized by P0: P0 asked one of the course participants to give this presentation in order to include not only a plain description of the project but also a personal opinion about the course itself that cannot be caught by evaluation questionnaires.

Target audience Companies, employees, WHP advisors, safety engineers

Public Event is open to the public

Contact Information Clinical Institute of Occupational, Traffic and Sports Medicine, head: Metoda Dodi Fikfak, E:metoda.dodic-fikfak@guest.arnes.si

Time and place 08-11-2012, Ljubljana

## Events

### **Presentation of the project at the conference Physicians and Stress III**

Date 21.01.2012

Description Presentation of the project at the conference Physicians and Stress III, organized by the Association of the Occupational, Traffic and Sports Medicine of the Slovenian Medical Association: the presentation covered a wider topic of workplace health promotion as a new legal obligation for employers but it also tackled the role of occupational health physicians in this process and their need to gain new knowledge in the field of WHP in order to contribute. The SIWHP training course was presented as a valuable tool to reach this goal.

Target audience Occupational health physicians

Public Event is open to the public

Contact Information Association of the Occupational, Traffic and Sports Medicine of the Slovenian Medical Association, president: Andrea Margan, E:andrea.margan@gmail.com

Time and place 21-01-2012, Ribno

### **Presentation of the project at the annual conference of Association of the Occupational, Traffic and Sports Medicine of the Slovenian Medical Association**

Date 04.06.2011

Description The association invited P0 to present the project after two previous presentations to its Administrative Board because of the great interest in the training course.

Target audience Occupational health physicians

Public Event is open to the public

Contact Information Association of the Occupational, Traffic and Sports Medicine of the Slovenian Medical Association, president: Andrea Margan, E:andrea.margan@gmail.com

Time and place 04-06-2011, Rogaška Slatina