

Second PSC meeting Minutes

Zagreb (Croatia), April 24th 2012

On April 24th, at the Croatian Chamber of Economy, took place the second meeting of the Steering Committee of the Leonardo da Vinci project "Biomass EUVET".

The project meeting was attended by, at least, one representative of each partners, and other collaborators. The attendance list is attached at the end of these minutes.

The meeting was developed in accordance with the previously established agenda, as follows:

9:00 to 13:00

- Summary of the first meeting and review of the Agenda (Agenex).
- Communication activities. Cluster de Extremadura showed the proposal of Communication Plan, logos and website. Some suggestions were made by the consortium to improve all this products.
- Reports of the partners "Needs of the sector and certificates of training for biomass installers" and Workshop of the partners to discuss the results of the reports. Each partner showed the results of the Reports, and the consortium discussed the similarities and differences between countries.
- SOLTEC Products and how to work with EQF. The subcontracted showed the structure of EQF, and explained how the SOLTEC worked in order to create the competence profile.
- Coordination for next tasks and activities of the project. Agenex designed with the consortium the next activities for the following 6 months before the next project meeting.

13:40 to 16:30

- Economic Issues: how to make the technique and economic justification. Agenex and the subcontracted INIBIA, showed the required documents and forms that the consortium has to fill in order to justify the interim report.
- Biomass experts from Croatia. Workshop with experts in order to know the Croatian view of the barriers and lacks of the biomass installer sector.

Conclusions and agreements from the coordination part.

The "Product 2: Report of existing national certificates" has been successfully generated by each partner country.

Inteligentna, the hosting partner, has to generate a document with the conclusions from the similarities and differences discussed in the meeting presentations.

The "Product 3: Needs analysis report" has been also successfully generated, but each partner has to prepare a brief version (2-3 pages) in their national languages.

With these 2 deliverables, the projects activities are being carried out in the expected schedule, as was established in the partner's manual provided in the 1st Steering Committee.

During the next 6 months, WP2 will be closed and partners will develop activities of WP3:

Agenex has to provide to the entire consortium a survey to carry out the interviews/surveys (May).

Each partner has to carry out 5 surveys to national companies and to include 3 of these companies in the Biomass-Validation-Network (September).

With the SOLTEC competence frame, Agenex will fill the 2 left columns of the biomass competence frame and will send it to the partners.

Each partner has to fill the rest of columns of the competence frame, so the consortium will use it to design the competence profile in the next meeting (month 12).

Regarding to "WP 5: Rising EU added value", Cluster Extremadura has to send: the final version of the Communication Plan; 2 final logotype versions; a proposal of website including the consortium suggestions.

The company subcontracted for the "WP6 Quality Evaluation", INIBIA, has to provide the Evaluation Plan, and the results of the quality surveys from 2nd PSC meeting.

INIBIA also has to provide to each partner with the forms that the Spanish National Agency will require in order to justify the technical and economical activities of the project.

Each partner has to forward to INIBIA the requested documents with any supplementary information needed to justify the technical and economical activity of EUVET, for the first 6 months of the project (1st November to 1st May).

About the next meeting:

- Date is fixed on November, 7th, 8th, 9th 2012.
- Arrival during the morning of November 7th to Bucharest.
- Global Commercium Development will arrange all the meeting requirements for the consortium: agenda, accommodation, meeting rooms, etc.
- Global Commercium will involve some experts of the biomass/boiler-installer sector of Romania in the technical meetings.
- Due to the importance of this meeting, which has to provide the "Product 4: Competence Profile" and "Product 5: Qualification Structure", it is necessary to have 2 full-days work.
- The location of the meeting will be decided by the consortium depending of the quality of the required documents (competence frame) that the partners will send before the meeting.

2ND MEETING IN CROATIA EUVET PROJECT

AGENDA

1st DAY

Zagreb, meeting room in Croatian Chamber of Economy, 26. 4. 2012.

MORNING

- 1- 9:15 - Summary of the first meeting and review of the Agenda (10 minutes).
- 2- 9:25 - Rocío Barquero: Communication activities (20 minutes)
- 3- 09 :45 - Previous Reports of the partners: Needs and certificates of training for biomass installers. (brief slideshows, 10 minutes per partner).
- 4- 10:35 - Workshop of the partners to discuss the results of the reports and design of the global document (P2 product) (45 minutes).
- 5- 11:20 - Coffee break (15 minutes).
- 6- 11:35 - Monika Stricker: SOLTEC Products and transfer of innovation from SOLTEC project.
- 7- 12:00 - Monika Stricker: How to work with EQF
- 8- 12:25 Daniel Encinas: Next tasks and activities of the project (15 minutes).

12:40 LUNCH TIME (1 hour)

AFTERNOON

- 9- 13:40 - Economic Issues: J. Ordoñez and Dieter Schultze.
How to make the technic and economic justification. The commission report. (1hour).
- 10- 14:40 - Biomass experts from Croatia. Workshop with experts
How to make the training needs questionnaires for the biomass companies. (1hour).

Biomass experts:

1. Marija Marčelić - Agency for Vocational Education and Training and Adult Education - curriculum expert
2. Željko Zečić and Dinko Vusić - Faculty of Forestry
3. pellets manufacturer
4. Petar Čurić – Croatian Chamber of Economy – biomass expert

2nd DAY

- 1- 9:15 - Meeting in CCE
- 2- 12:00 (our bus leaves at 10:00) - Visit to Centrometal in Macinec.
- 3- 14:00 - Visit to school in Varaždin
- 4- 15:00 - Visit to school in Čakovec
- 5- 16:00 - Work lunch with the partners

