



KOMISJA EUROPEJSKA
DG ds. Zatrudnienia,
Spraw Społecznych i Włączenia Społecznego

KOMISJA KRAJOWA
NSZZ



Project VS/2019/0025

**“EWC – processing financial information as a key
factor for effective communication and
negotiation”**

received funding from the European Union

INTERIM REPORT

According to the Grant agreement no. VS/2019/0025 we are approaching to the 1st reporting period which ends on 31.01.2020 (deadline).

To this date all co-applicants (SOLIDARNOSC, CISL, UGT, PODKREPA AND SYNDEX) have to pay all invoices, refund all salaries and prepare list of expenses on this date according to the budget structure signed as annex to the partnership agreement.

INTERIM REPORT

Solidarność as a Leader is committed to prepare:

a. technical report on progress (list of participants, agendas, conclusions ect.)

b. statement on the use of previous pre-financing instalment in the form of web generator.

and send both documents to EC within 60 calendar days.

INTERIM REPORT

We kindly ask all co-applicants (CISL, UGT, PODKREPA AND SYNDEX) to send us until 7th of February 2020 (deadline) following documents:

1. Signed information about the costs already spent within the project with the information about own contribution.

2. List of all expenses in EUR according to the budget position - in the same excel format which was signed in partnership agreement (Heading 1 - staff costs, Heading 2 - Travel, accommodation and DSA, Heading 3 - Cost of services, Heading 4 - Administration costs, Heading 5 - Indirect costs - flat rate 7% of direct costs) with information which action or event it relates.

- ▶ We need also copies (scans) in accordance with originals of your supporting documents:
- ▶ a. Staff costs - salaries which are accounted - payroll sheets, working time sheets, bank transfers - copies of the made payments;
- ▶ b. Travel costs, translation costs, catering costs and any other expenditures within the project - invoices, receipts, business trip form ect.

3. Request for the 2nd pre-financing payment.

INTERIM REPORT

- ▶ EC will pay 2nd pre-financing payment (40%) within 60 calendar days from when the Commission receives the request for second pre-financing payment.
- ▶ Then Solidarnosc will send 2nd pre-payment to all co-applicants which send us all above mentioned documents immediately.
- ▶ The balance payment (20%) will be made after the project ends.

INTERIM REPORT

Thank you in advance for your cooperation.

If you have any questions, I'm at your disposal.

Karol Nosal - project assistant responsible for the financial issues

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TIMETABLE AND PARTNERS

PREPARATORY PHASE:

8. 7 national consultation meetings - 1 in each country, 1-day meeting.

The workshops for national social partners and other stakeholders. The analysis and conclusions developed by each of the National Legal Expert will be consulted with the other stakeholders in order to enrich the European project report with the outcomes gathered from the national level. These 7 meetings are to get to know each other's arguments on the project issues, to find a way to deal with barriers facing EWC members.

~~1.06/2019 - 30/10/2019~~ 30.07.2019 - 13.11.2019

TIMETABLE AND PARTNERS

MAIN PHASE:

6 international trainings conducted on the basis of the training module developed in the project, in accordance with the agenda described in action 10 of the detailed work plan - 2.5 days, 18 participants +2 trainers +2 persons from project staff, simultaneous interpreting, conducting in Polish by 1 trainer from Syndex and 1 trainer from „Solidarność”.

- a. I training -23-25.10.2019 - Italy - 12 from Italy + 6 from PL
- b. II training -10-12.12.2019 - Romania - 12 from Romania + 6 from PL
- c. III training - 5-7.02.2020 - Poland - 14 from PL + 4 from N. Macedonia
- d. IV training - 18-20.03.2020 (??) - Poland - 14 from PL + 4 from Croatia
- e. V training - 13-15.05.2020 (??) - Spain - 12 from Spain + 6 from PL
- f. VI training - 17-19.06.2020 (??) - Bulgaria - 12 from Bulgaria + 6 from PL

After each training, a working meeting is planned to possibly modify the training agenda.

TIMETABLE AND PARTNERS

MAIN PHASE:

11. 3rd Meeting of the Steering Group - Spain - 19-20/11/2019

Language: English / Spanish

1,5 day international meeting when the Steering Group will meet the National Legal Experts (NLEs) research work and the results of the consultations carried out on national meetings. More details described in action 11 of the Detailed work programme.

12. Preparing the report - 21.11.2019 - 30.04.2020

The Report will contain: the mechanism comprising the ways of proceeding with information including the confidential one to improve EWC functioning and to meet requirements of the EWC Directive recast in relation to Directives on information; consultation and participation of workers; guidelines with procedures for information including a set of priorities on exchange of financial information; clear guidelines on how to handle confidential information, trade secrets, stock exchange requirements, legal requirements and other legal regulations in the project partner countries. More details described in action 12 of the Detailed work programme.

TIMETABLE AND PARTNERS

MAIN PHASE:

13. Translation of the project Report - 1.05.2020 - 31.08.2020

The project Report will be translated into 7 languages (ENG, IT, RO,BG,HR,ES,MK).

14. 4th meeting of the Steering Group - Croatia - 30.06-1.07.2020 (??) (1,5 days)

1,5 day lasting international meeting for the Steering Group members. During this meeting the external expert will present the report. SG members will discuss, evaluate and validate the worked out mechanism comprising the ways of proceeding with information including the confidential one and the content of the report received earlier electronically by email. The meeting is also for preparing the conference agenda, evaluation of testing the communication procedures within 2 sectors in Poland (metal and food), evaluation and summary of the trainings.

English as the working language.

TIMETABLE AND PARTNERS

FOLLOW-UP PHASE :

15. Final Conference in Warsaw - October/November 2020

International conference on the project results for 60 participants, project employers' and foreign experts.

Working language: Polish, English

16. Dissemination of the project results - 2 press article translated into partners languages to be published on the partner organisations' websites as well as information on the project and its results. The project results will be disseminated through media and platforms of the TU European Branch Federations taking part in the project. October - December 2020/January 2021

17. Summary working meeting in Poland (domestic) - January 2021

END OF THE PROJECT: 31/01/2021

THANK YOU FOR YOUR ATTENTION

Karol Nosal – Project Assistant for financial issues

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