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## Just transition

*supporting trade unions in taking steps towards  
a sustainable future  
at company/sectoral level through social dialogue*

### PMG Meeting

**02<sup>nd</sup> March 2022**  
**CISL Study Center - Florence**

Attendants, in presence:

Francesco Lauria (CISL), Marcello Poli (CISL), Vilma Rinolfi (CISL), Phanny Moray (ACV CSC), Fien Vandamme (ACV CSC), David Weinberger (Vlaams ABVV)

Attendants, online:

Ilaria Carlino (CISL), Manuela Mansueti (CISL), Luana Petrillo (CISL), Annick Clauwaert (Vorming & Actie), Isabelle Emmerich (CFDT), Luca Mazza (Fondazione Tarantelli), Emanuele Nebbia Colomba (Fondazione Tarantelli), Joris Vaneeckert (Vlaams ABVV), Vaselin Mitov (PODKREPA), Nevyana Petrova (PODKREPA), Sara Prosdociami (Fondazione Tarantelli)

### 1. State of the art: implemented activities (Ilaria Carlino)

- Gives an overview of the implemented activities: leaflets of the project, desk and field researches, toolkit outline are concluded.
- Leaflet of the project in English and languages of project-countries. Ilaria asks if each partner has the brochure in its own language. Bulgarian, Italian and English versions have been finalized, Dutch and French versions are missing.
- For the toolkit outline and content development (planned for August – November 2021), we are running a bit late
- Intermediate Report to be delivered by April 2022, we have to check if the format is available in the SWIM platform and if information from partners are required.
- The toolkit design has to be finalised after feedback from the Belgian tests.
- Outline of next steps: Training development

*Comments and discussion:*

- Annick ABVV: ABVV is able to prepare a Dutch version of the leaflets very rapidly
- Vilma CISL: We will send the grid for leaflets that Luca Mazza (graphic) prepared
- Isabelle CFDT: CFDT will translate the brochure and send it by next week

## **2. Intermediate Administrative Report and monitoring of the activities (Luana Petrillo, Manuela Manuseti, Iaria Carlino, CISL)**

- This section is aimed to communicate the administrative procedures of the project, and to understand its financial situation.
- The project goes from 1 March 2021 to 28 February 2023, divided in 2 parts of 12 months each
- The first tranche of 40% of the budget has been received already, now we have to ask the second tranche to the European Commission. We have 60 days to ask for the second tranche, which can be requested only upon submission of the technical and financial reports, with at least 70% of the first tranche to be spent already
- We will send you the format for the financial report, to be filled and sent back before March 20th
- The format is divided in Headings of costs
- Only costs that respect the eligibility criteria can be reported
- You have received an online document for monitoring and evaluation of the past activities. Please fill it and send it back to us as soon as possible.

### *Comments and discussion:*

- Annick ABVV: ABVV has spent almost 90% of the first tranche, but it is all about staff costs. Is that a problem?
- Luana CISL's answer: all of us is in the same situation, we have to report as much expenses as possible (even if only staff costs), and ask immediately the second tranche. After receiving the second tranche, we have the possibility to ask for a variation in the budget allocation per headings, in order to transfer the budget available in some (unused) headings to others where we have exceeded (such as staff)
- David ABVV: can we include costs for translation made by a partner itself or we need an invoice from a professional translator?
- Luana CISL's answer: we need invoices from professional translators for the time being, but we can change that with the budget variation.
- Annick ABVV: who is going to fill the technical report?
- Iaria CISL's answer: the lead-applicant, as soon as the formats will be downloadable from the platform.

## **3. Discussion on the possibility of requesting a 3 or 4 months extension of the project (Iaria Carlino, CISL)**

- Due to the delays occurred in the first year among all the partners, CISL is planning to ask an extension of the project of 3-4 months.

### *Comments and discussion:*

- Isabelle CFDT: it's ok for us because we have had delays with our staff changes

- Annick AABV: yes, fully agree for extension, but it would be better to ask to the EC for an extension/increase of the costs of function (mainly staff), using various motivations with the EC: the pandemic, avoided firing of collaborators, etc.
- Luana CISL's answer: as we did for the BreakBack project, we can extend the project duration now, and ask for budget revision later on. We have to ask only few revisions.
- Manuela CISL's answer: we have to consider that EC is not open to grant revisions at this moment.
- Nevyana PODKREPA: agreed on extension, we do have almost only staff costs to report

#### **4. Next steps (Ilenia Carlino, CISL)**

- She illustrates the coming steps of the project, according to the original chronological plan (as per the presentation)
- And informs that the dates can be subject to change if the request of extension will be accepted

#### **5. Skills profile of counsellors (Vilma Rinolfi, CISL)**

- Presentation of the proposal of skills profile of counsellors.

##### *Comments and discussion:*

- Annick AABV: we have competence profiles that we can email to you for integration. My main remark: you put a lot of stress on knowledge of environmental regulations, research and others. For me it's difficult to find people with those competences from our trade unionists. It's more important that counsellors know what being a worker representative means. In our trade unions we have experience of counsellors in diversity management, human resources, and others, ... they have always the same profile, but different backgrounds.
- Vilma CISL agrees with Annick's suggestions, and asks David to give the auditors an example of his job as counsellor.
- David AABV provides an example of air pollution in Belgian companies. First, we assessed the situation with checklist, then we assessed what the trade unionists can do, and then how to prevent it.
- Ilenia CISL: we will send you the draft of the counsellors' profile and we ask you to review/integrate it according to your experience/opinions.
- Veselin PDKREPA: for us it is difficult to find the right persons. In parallel, can you send us a detailed document with all the tasks/actions we have to do for the project?
- Annick AABV's answer: you can easily find the right peoples, they just need to know what is a trade union and to be enthusiastic of the job.

#### **6. Sharing of national and international training dates (Francesco Lauria, CISL)**

- He gives an outline of the training phase. There are 2 main activities, of 2,5 days each:
  - national training of counsellors;

- transnational training for those councillors interested in transnational dimension.
- We need to have translated training materials for each country, and we need the national parts of the toolkit to be finalized in the language of the country. It is important to tailor the training materials to every specific context. The Italians will make the pilot training.
- Two points to discuss
  - Do you have 1 or 2 trainers to be involved on this?
  - Concerning the dates: given the extension we are going to ask, do we want to keep the national training at the beginning of the summer (June/July) and the transnational at the end (September), or to do it on September and October?

*Comments and discussion:*

- Vasein PODKREPA: we have chosen our trainers already and they are ready to provide it with the current timetable
- Isabelle CFDT: we have planned the national training on October 4<sup>th</sup>
- Fien ACV-CSC: July will be difficult for us because it's national holidays. June would be ok, but it depends on the Italians' cause the Italian is supposed to be the pilot (first)
- Annick AABV: September and October is better for us. 2,5 days is a very limited time, so we have to design it carefully. David is our trainer.
- Francesco CISL: In consideration of the above and of the availability of the study center, we will inform you of the possible dates for the Italian training (which will be a test for the training system) and for the international training.

## **DECISIONS**

- CISL will send the structure of the brochure to Belgian and French partners
- CISL will send the partners the skills profile presented during the PMG, with the integrations defined during the Exchange Seminar
- CISL will ask the EC a 4 months extension of the project
- CISL will send formats for administrative and financial reports with deadlines
- All the partners will fill and send back the monitoring questionnaire