

## AnDiW (Ability not Disability in Workplace) Project 2009-1-LV1-LEO05-00370

### 2nd TRANSNATIONAL MEETING

Genoa (Italy), June 29-30, 2010

#### Participants

- ISMA (LV, promoter): Marga Zivitere, Aija Laura Zivitere
- Studio TAF (IT): Rita Bencivenga, Alessandra Tinti
- VNB (DE): Tino Boubaris, Catherina Lange, Anke Egblomassé
- KVTk (LT): Dziuginta Valeckiene, Jolanta Kasnauskiene

#### AGENDA

##### Tuesday, June 29, 2010

<b>9:00 – 9:30</b>	Meeting opening (Studio TAF, ISMA)
<b>9:30 – 10:30</b>	<b>WP2</b> Employment of People with Disabilities: Analysis of National Contexts and Selection of Good Practices (all partners; summary – VNB and ISMA)
<b>10:30 – 11:00</b>	<b>WP2</b> The bibliography and literature (all partners) <b>WP2</b> Information on participants of the fieldwork: database (ISMA)
<b>11:00 – 11.30</b>	<b>Coffee/Tea Break</b>
<b>11.30 – 12:15</b>	Lidia Prato (Ufficio Inclusione socio lavorativa e Collocamento Disabili - Provincia di Genova)
<b>12:15 – 12:30</b>	<b>WP1</b> The project information at the ADAM (ISMA)
<b>12:30 – 13:00</b>	<b>WP3</b> Statement of experts about the ANDE products' import/ export (VND and all partners)
<b>13:00 – 14:00</b>	<b>Lunch</b>
<b>14:00 – 15:00</b>	<b>WP3</b> Translating and testing of the AnDE products (VNB)
<b>15:00 – 15:30</b>	<b>WP4</b> Final development and elaboration of the products (KVTk)
<b>15:30 – 16:00</b>	<b>Coffee/Tea Break</b>
<b>16:00 – 16:30</b>	<b>WP1</b> Financial and Administrative Issues (ISMA)
<b>16:30 – 17:00</b>	<b>WP5</b> Implementation and Dissemination/Exploitation Plan (Studio TAF)
<b>17:00 – 17:30</b>	<b>WP6</b> Project Quality Plan (ISMA)
<b>17:30 – 18:00</b>	Other questions

### Wednesday, June 30, 2010

<b>9:00 – 9:15</b>	Opening
<b>9:15 – 10:15</b>	Interim report (ISMA)
<b>10:15 – 11:00</b>	Annex I; Annex II; Annex III (ISMA)
<b>11:00 - 11:30</b>	<b><i>Coffee /tea Break</i></b>
<b>11:30 – 11:45</b>	The third transnational meeting (VNB)
<b>11:45 – 12:30</b>	Any other questions
<b>12:30 – 12:45</b>	Meeting closure (ISMA)
<b>12:45 – 14:00</b>	Bilateral meetings

1. The Meeting was opened by Marga Zivitere (ISMA) and Rita Bencivenga (Studio TAF) by greeting all the participants and welcoming the partners.
2. The host of the meeting Rita Bencivenga (Studio TAF) made short presentation on Genoa and Studio TAF.
3. The partners made presentations on the work done within the framework of the 2nd Work Package *Employment of People with Disabilities: Analysis of National Contexts and Selection of Good Practices*.
4. The partners discussed the issues related to the bibliography and literature (WP2 *Employment of People with Disabilities: Analysis of National Contexts and Selection of Good Practices*). The partners agreed to format this section according to the template sent by ISMA.
5. The partners discussed the issues related to information on participants of the fieldwork (WP2 *Employment of People with Disabilities: Analysis of National Contexts and Selection of Good Practices*) and agreed to provide all the necessary information for the project database.
6. Studio TAF had organised the meeting with Lidia Prato from the province of Genoa (Provincial di Genova) responsible for social inclusion and employment of the people with disabilities. Lidia Prato provided invaluable insight into the situation of the people with disabilities in the province of Genoa as well as explained regional differences stressing the fact that there is no unified national (Italian) context. The partners asked questions comparing the situations in their countries and agreed that there are

substantial differences; however particular cases discussed by Prato could be of interest in their respective countries. ISMA and KVTK discussed the possibilities of organising workshops in their countries with participation of Lidia Prato and her team from the Ufficio Inclusione socio lavorativa e Collocamento Disabili - Provincia di Genova.

7. ISMA informed the partners about putting the information on the project at the ADAM database.
8. The partners discussed the issues related to the evaluation of the AnDE course by experts (WP3 *Transferring and Adapting the Products of the AnDE Project*). ISMA presented draft versions of the evaluation questionnaires. Tino Boubaris (VNB) told about the language problems since there is no German version of the AnDE project. Partners agreed to provide short summaries of the AnDE course chapters for experts where needed.
9. Studio TAF and VNB suggested some changes into the Tester/Expert profile, i.e. delete telephone numbers and reformulate the age brackets. VNB agreed to rework the evaluation questionnaire (WP3 *Transferring and Adapting the Products of the AnDE Project*) and email it to partners.
10. Regarding the questionnaire on AnDiW pilot course testing results (WP3 *Transferring and Adapting the Products of the AnDE Project*) the partners agreed to expand the evaluation scale by adding the fifth (the “I don’t know type ) level of satisfaction (totally agree – somehow agree – I don’t know – somehow disagree – totally disagree).
11. The partners agreed on the new AnDiW course material (WP3 *Transferring and Adapting the Products of the AnDE Project*) to be targeted at the general level (the 1st level material).
12. The partners agreed on the following layout for the AnDiW material (WP4 *Final Development and Elaboration of the Products*):
  - a. Text: Times New Roman, space between lines 1.5, size 13.
  - b. Titles: size 14 BOLD.
  - c. Subtitles: BOLD, size 12, Italics
13. The partners agreed to put Good Practices and Interviews into the Annexes (WP4 *Final Development and Elaboration of the Products*).
14. The partners expect to receive comments by SUSTENTO on all relevant materials.
15. The partners had many questions regarding the Financial Report. They could be grouped in two:

- a. The first group of questions concerned with differences in national legislation mainly concentrated around the issues of personal privacy. The partners agreed that the best way to manage these problems is to ask for special templates from the Latvian National Agency. ISMA agreed to contact the Latvian National Agency. ISMA also informed the partners that it already contacted the National Agency about different other issues regarding financial documents and is waiting for the answer.
  - b. The second group of questions concerned with practical issues: how to put the required information into the Financial Report form. Tino Boubaris (VNB) using the VNB case as an example demonstrated how to solve these problems.
16. Rita Bencivenga (Studio TAF) presented the project's *Implementation Concept and Dissemination/Exploitation Plan (WP5)*. The partners agreed to accept this plan as a basis for dissemination and exploitation activities.
17. Marga Zivitere (ISMA) presented the project's *Quality Plan (WP6)* and a draft versions of evaluation questionnaires. The partners had agreed to accept the plan and to email suggestions on its elaborations to ISMA.
18. Marga Zivitere (ISMA) briefed the partners on the situation with the Interim Report. The partners agreed to send all required materials by the end of September.
19. The partners discussed the issues related to next partners' meetings. VNB agreed to organise the next meeting in Hannover at the end of November, 2010.
20. ISMA informed about the annual conference hosted by ISMA (on April 2011). The partners agreed that it is a good opportunity for dissemination activities and that they will participate in this conference. ISMA promised to send the information required (deadlines, templates for the abstract and the paper, etc.).
21. Conclusions
- a. The partners agreed that the comments from the Latvian National Agency regarding financial documents are needed. ISMA will stay in close contact with the National Agency to secure the feedback.
  - b. The partners agreed to send all materials and documents required for the Interim Report and the Financial Report by the end September 2010.
  - c. The partners agreed that the project goes as planned: the work packages No 2 (*Employment of People with Disabilities: Analysis of National Contexts and Selection of Good Practices*, the package leader – ISMA ) and No 3 (*Transferring*

*and Adapting the Products of the Project AnDE, the package leader – VNB) are completed.*

- d. The partners also agreed that the preliminary work regarding the work package 4 (*Final Development and Elaboration of the Products*, the package leader – KGTK) and the work package 5 (*Implementation Concept and Dissemination/Exploitation Plan*, the package leader – Studio TAF) is done and will serve as a good basis for the project's final year.

Prepared:

Aija Laura Zivitere (ISMA) with a contribution of Studio TAF.

July 1, 2010.