

20.11.2017 Kick-off-meeting „sowing the seeds “Erasmus

14:00 address of welcome, introduction of the Program

Round of introductions

14:30 Karin
Presentation of the Project
 A Logo was developed by the lead Organisation 3F.
 Introduction the first draft of the partner contract.

15:30 Break

16:00
Introduction of using google-drive and the Webpage
Webpage
 The lead organisation 3F is hosting the Web-platform for the APP. The first draft of the Webpage received approval.
Google dive
 Every Partner agreed with using google Drive as the file sharing tool Everyone gets a invitation to google drive.
 Karin constructed a structure for Google Drive. So, everyone knows how to find a document and where to save a document.
Timesheet
 In google dive you can find a TIMESHEET-Formula from Erasmus to document the ongoing of the project. Every Partner must document their working steps in it. We must prove the progress. The national agency of Denmark will review the timesheets.

16:15
Intellectual Outputs
 A working day counts 7,4 h.
 Take part in the international meetings ore working time for Multiplier Events can't be counted as working time for the intellectual outputs.
 The knowledge of the partner Organisations from Poland is very important for the construction of the APP. The working days will be increased. Karin is preparing a proposal. Every work that is done must be proofed with the timesheet. The working time, the activity and a signature must be documented.

16:30 Inge J.
Erasmus Mobility tool
 The Erasmus Mobility tool is a platform for the European Commission. Every Cost of the project must be documented here. The national agency will proof the Steps and the ongoing of the project. 20% of the facilitation will be paid at the end of the project. Out of the mobility tool it is possible to have a report about the budget. Every partner Organisation has access to have a transparency about the budget. In every international meeting we will have a look in the mobility tool and the budget.
Traveling Cost: For the cost sheet the original bills are needed.

Dates for the next meeting **Please see and use the Project Planning Matrix (PPM)**

2. Meeting in Copenhagen

January

3. Meeting n Poland/Warsaw

18. – 20. 6. 2018

25.- 27. 6. 2018

4. Meeting in Austria/ Graz

29. -31. 10 .2018

5. Meeting in Denmark in February 2019

6. Meeting in Berlin – Final Meeting in June 2019

17:20 Discussion and Questions

18:00 End

21.11.2017 Kick-off-meeting „sowing the seeds “Erasmus

9:00 Karin welcome, introduction of the Program

Maria Presentation I Working rights and situation of the seasonal migrant workers in Germany. **The presentation is to find in google drive: 1. Meeting.**

Discussion Query to the daily work of the concealers. When do seasonal workers come to the councillors. How do they get in contact with the seasonal workers?

10:00 Break

Katharina Presentation II Collective Agreements and health and safety on workplaces. **The presentation is to find in google drive: 1. Meeting.**

Discussion **Collective Agreements**
Collective Agreements in the partner Countries are diverse.
Homework: Who has claim to a collective agreement?

11:00 meeting with the national agency of Denmark
The Danish National Agency joint the meeting by skype. Short presentation about the project founding and impotent thinks to know. We prepared a few questions. Are there Deadlines for the documentation in the mobility tool? -> fill in at a monthly basis
Some questions about the exceptional costs.

The presentation of the Danish national agency is available here:
http://prezi.com/pgwdrmetnehz/?utm_campaign=share&utm_medium=copy

Discussion Karin is going to write a mail with detailed questions to the national agency. Karin will write an application for the exchange of working days. **The presentation from the agency will be at the google dive -> 1. Meeting.**

Inge J. 11:50 Presentation Inge J. made a presentation about adult learning and E-learning – **find it at google drive**

Discussion What does collaboration mean in the digital context? Blogs, Games, asking questions, sharing answers

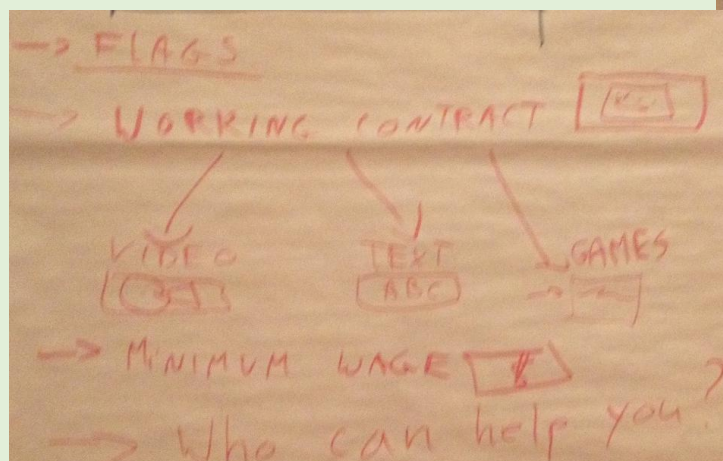
12:50 Lunch

14:00 Work Divided into groups by nationality's.

15:40 Presentation **Poland:**
We need a symbol to attach attention and to draw interest.
Proposal: green pic. If we have a symbol that is recognisable, we could use it for printing on give away.
If you enter the webpage – first thing to see: Country Flags. And then you can decide in which topic you are



interested in.

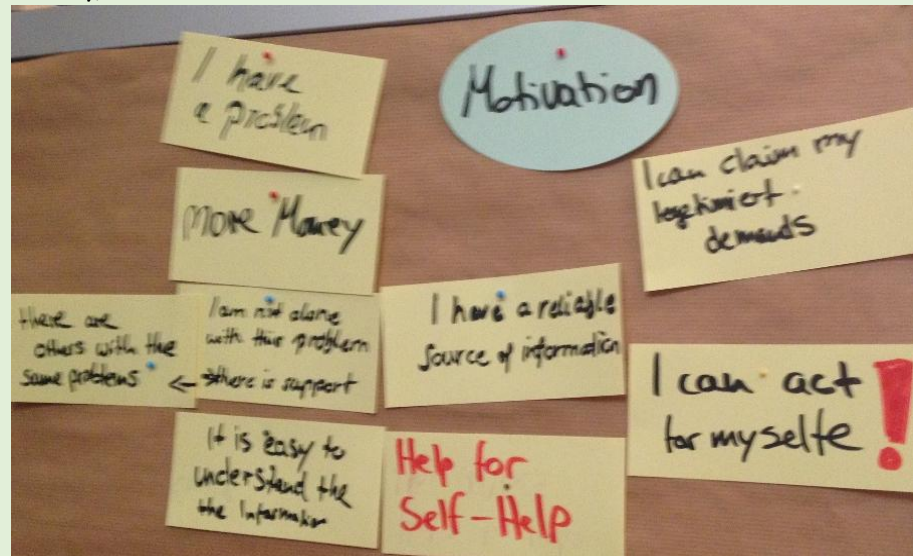


Main Information's:

1. Working contracts
2. Minimum wage
3. Who can help you?

Note: If we do videos – Agriworker should be the speakers

Germany/Austria:



Topics:

Information in Austria for Seasonal workers (in English, Polish and other languages)

http://www.sezonieri.at/servlet/ContentServer?pagename=P01/Page/Index&n=P01_61.6

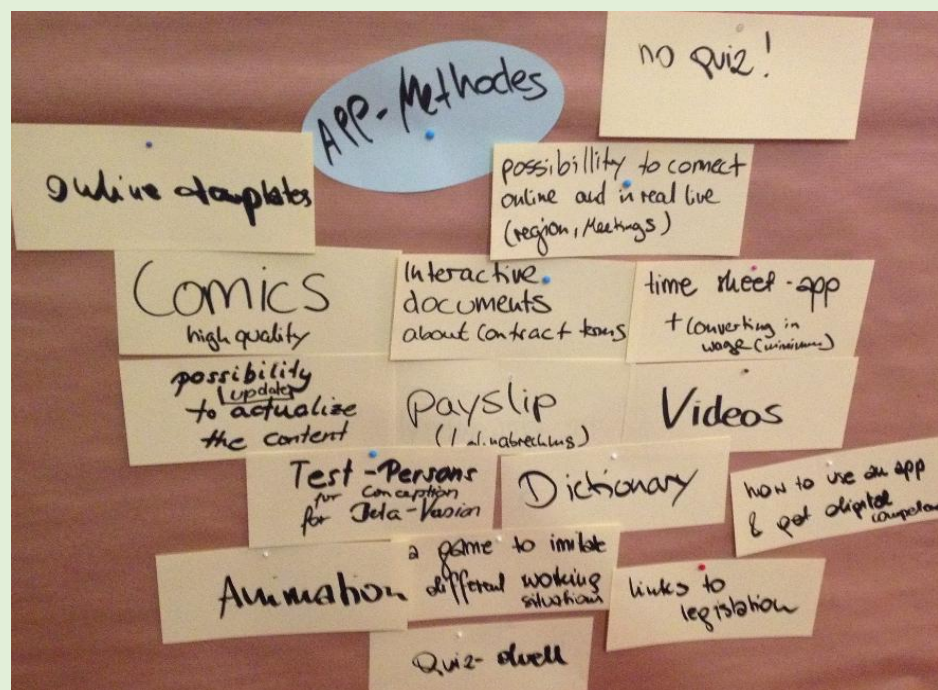
Information in Germany for Seasonal workers (Polish and other languages)

German:

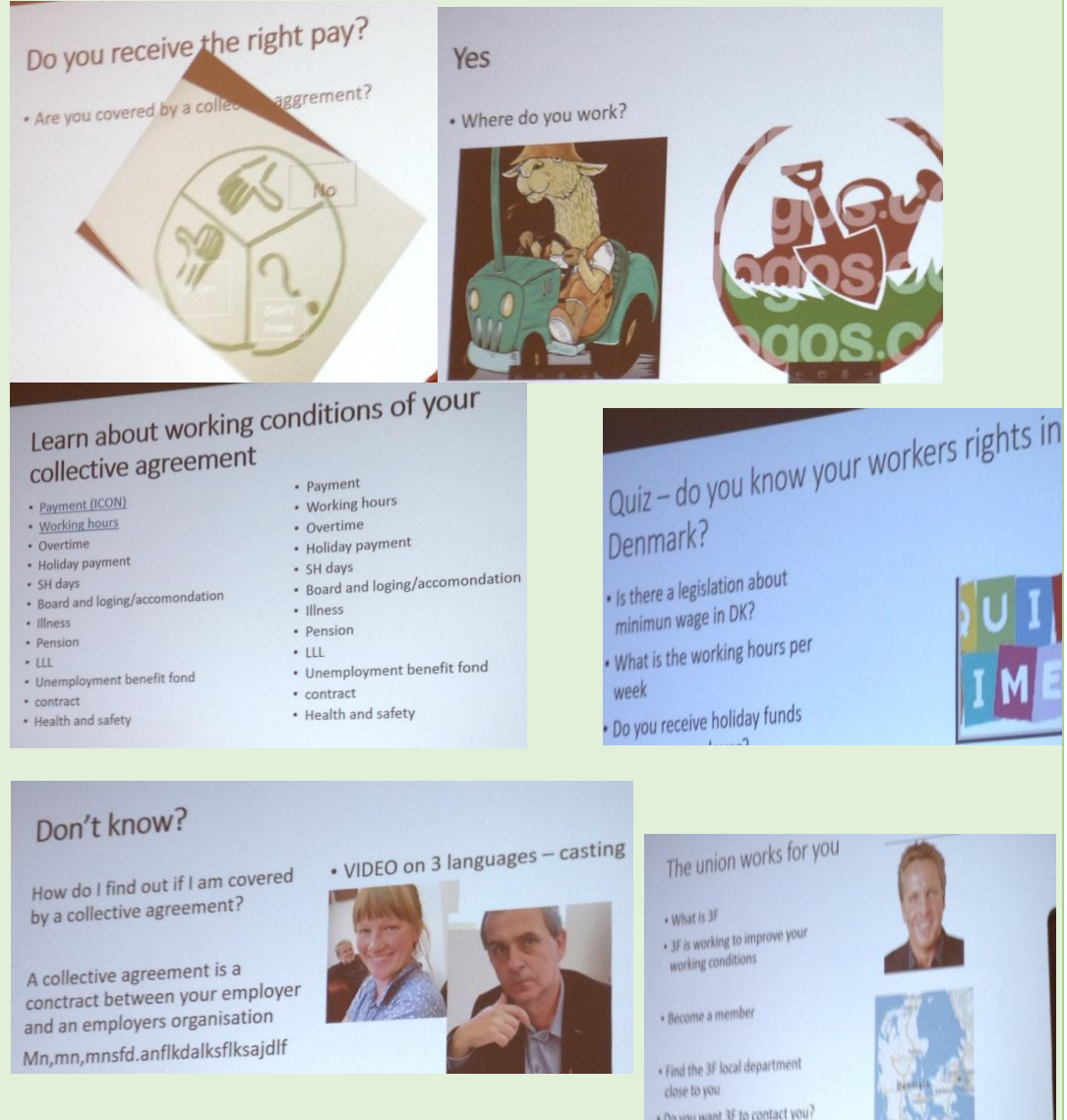
<http://www.emwu.org/wp-content/uploads/2015/10/Neue-Regeln-in-der-Landwirtschaft.pdf>

Polish:

<http://www.emwu.org/wp-content/uploads/2015/10/Nowe-zasady-w-rolnictwie.pdf>



Denmark: They think about a app – where you have the possibilities to answer questions and then get through the interesting topics.



Discussion

We need to have in mind, that we wrote in the application: we will develop a basis to reach and train people with low skills in digital, reading, writing, calculate. To create access to digital skills.

16: 30 Homework for the next meeting

1. Fill in the sheet -> find the form in google drive 1. Meeting the important information's on workers' rights , methods to use find symbols for the topics
2. Maria, Agata and Alicia will talk with polish seasonal workers about their ideas for our App. In their point of view what is needed?
3. And the polish organisations try to summit the important information that polish migrant workers need bevor leaving the country for work.
4. Poland, Austria and Denmark will have a short presentation about the situation of migrant/seasonal Farmworker in their countries. including the situation of collective agreements and who has claim to collective agreements?

5. Polish partners try to find a name for the app, that is good to use for polish workers.
6. Bring good examples of APPS you like.
7. Are there Apps that are used for trade union work?

17:30 End

22.11.2017 Kick-off-meeting „sowing the seeds “Erasmus

9:00 Karin welcome

Next meetings

Assignment of task

To develop the next steps for the IO.1 every Partner should use 4-5 Working days. The organisations in the countries are responsible to coordinate the next working steps.

Contract:

Karin will send the contract to every partner organisation.

Information about the project

Karin will prepare an Information flyer about our project. Every Organisation should report about the new project for dissemination. We should use all the time the ERASMUS logo and we should give a advice that it is founded by the EU.

Next Steps for dissemination:

Karin try to find out at what moment we should present our project at EPAL platform.

DE: Newsletter IG BAU, Homepage

Heidi: News on Homepage

EVW: News on Homepage and Facebook, tell Farmworker

PSPM: News on Homepage and tell Farmworker

ZZPR: Talk about it at trade union meetings, News on the Homepage

3F: News on Homepage of 3F for Green sector, Facebook

KBC: News on Homepage

9:45 Feedback

Feedback to the meeting

Communication

Mailing list, Google drive

Inform the partners about the work on the next working steps. Share interesting information's.

Karin will send a list with the contact information of all the partners including skype address.

10:00 Agenda for the next meeting

Country reports

Presentation of the Homework

The Danish Partners will invite: polish councillors and Farmworkers, the Communication department of 3F.

The Hotels in Copenhagen are booked.

Transferring the money

3F will send the amount of money every tree month. So the partner organisations will get the money 4 times a year. The partner has to give a report or documentation every tree month.

12:00 End