

FINAL REPORT OF ACTIONS TAKEN
EURES IN POLAND
from 1 April 2010 to 31 May 2011
GRANT AGREEMENT NO. VS/2010/0661 (SI2.576247)
Ministry of Labour and Social Policy

I. QUALITATIVE INFORMATION

I.1 - Results

1. List the original goals and objectives of the actions as set out in the grant agreement, and explain how they were met during the implementation period.. Please,

- **focus on the results/outcomes** of your action (i.e., benefits to the target group(s) addressed by your action);
- **include detail on what change** your actions has brought about;
- **explain the added value of the action, i.e. the lasting impact and/or multiplier effect.**

Important: please note that all activities and deliverables must be presented not here but in the next table.

Objectives:

Development and enhancement of co-operation with **Polish employers**. Promotion of employment in Poland among the foreigners from the EU/ EEA Member States, including youth, graduates and Polish emigrants. Support for Polish employers in recruitment of employees from the EU/ EEA Member States, in particular those having problems with shortage of employees with specific skills. Providing Polish employees with a set of information materials about the possibilities of recruitment of employees from the EEA Member States via the EURES network.

Promotion and dissemination of issues related to mobility on the labour market in Poland and other EU/ EEA area Member States among the **Polish unemployed and job seekers**. Providing them with reliable information about the services of the EURES network. Raising awareness of the European Job Mobility Portal (EURES portal). Making it possible to take legal job by the unemployed and job seekers from Poland in the EU/ EEA Member States, to carry out recruitment actions for the employers of the EU/ EEA Member States and to ensure them with adequate job candidates. Obtaining new foreign job offers, including seasonal ones, facilitating direct meetings of foreign employers and candidates from Poland, decreasing the number of ill-judged departures to work abroad in reply to foreign job offers of unknown origin.

Increase of mobility of the young through traineeships, dissemination of information about programmes facilitating traineeships abroad, facilitation of taking jobs by the young at foreign employers by gaining experience in a profession.

Improvement of awareness of job seekers and employers of the possibilities offered by the flow of persons within the EU/ EEA Member States.

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EURES and its services promotion through the media and other advertising tools.

Establishment and maintenance of regular contacts with other EU networks active within the labour market and job mobility, e.g.: GIC, higher education institutions and high schools, chambers of crafts and commerce, associations, self-governments, VLC, ACO, networks: Europass, Eurodesk, Europe Direct, SOLVIT, Euraxess, Enterprise Europe Network, PLOTEUS, EURAXESS, ECAS, social partners

Dissemination of knowledge of the EURES network services among the employees of Voivodeship Labour Offices (VLOs) and Poviats Labour Offices (PLOs), in particular employment agents and career advisors. Improving standards of services in the PLOs and the VLOs. **Implementation of trainings for the PLO employees** to increase their skills in the scope of implementation of EURES tasks and working with the client, extending knowledge about the living and working conditions as well as situation on the labour markets of the EU/ EEA, enhancement of cooperation between the PLOs and the VLOs. **Factual preparation of the VLO employees** to fulfil the function of EURES advisors and EURES assistants. Provision of information necessary to implement the EURES tasks in a fully professional way. Provision of necessary information for candidates for EURES advisors for their effective participation in "EURES Initial Training". Gaining adequate knowledge and skills allowing for the increase of EURES advisor skills by participating in the "EURES Advanced Training".

Promotion and support of mobility in cross-border regions of Poland and Germany, Slovakia and Lithuania.

The objectives above were attained through a number of actions for job seekers and employers, e.g.: job and recruitment services, dissemination of information on EURES, implementation of information campaigns, delivery of information meetings, job fairs, job centres, educational fairs, career days, days of European conferences, etc., production and dissemination of information materials, participation of Polish EURES advisors in foreign job fairs, delivery of trainings for the VLO and the PLO employees, including EURES staff.

2. Summary of progress of your actions (please summarise your action as well as any difficulties you have faced in implementing it):

<p>Please concisely present your project plan/activity plan as outlined in the approved action grant agreement</p>	<p>Describe any variance from the original action plan. Describe how and why, provide justification of the change(s) made and impact on project implementation.</p>	<p>Please describe the activities. For each group of activities, please describe the deliverables/outputs delivered and the target audience reached during your whole action:</p> <ul style="list-style-type: none"> - what written outputs and information/dissemination materials have been produced and published as the result of your actions? Provide us with the title and the main subject covered. How many copies were produced and how were they disseminated? Who is the principle target group of these materials? How many language versions have been produced? - what type of events have you organised, when and where did they take place? Describe the participants (total number, country, organisation). What was the main outcome of the events? - describe the target audience of your action and where possible provide the indication of number
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		of organisations reached at different levels (i.e. . EU, national, cross-industry, sectoral).
GUIDELINE No. 1 – Improving access to EURES services		
<p><u>Trainings regarding EURES for employees of labour offices who are not EURES staff</u></p> <p>Trainings regarding EURES services in the form of e.g. seminars, workshops, conferences, etc. were planned.</p>	<p>The planned number of trainings was not implemented due to the date of submission of the EURES grant agreement and labour-intensity of procedures regarding the handling of public procurement pursuant to the Polish legislation. The divergences above did not affect considerably the implementation of the action.</p>	<p>Activity description:</p> <p>Trainings in form of workshops, seminars for employees not fulfilling the EURES tasks were implemented. Trainings related to e.g. legal bases of EURES network functioning, access and service of the EURES job offers, cooperation with national and foreign employers, websites regarding the EURES network, EURES cross-border partnerships, intentional migration and safe departures to work abroad, opening the German and Austrian labour market; participants were familiarised with issues related to opening the German and Austrian labour market and professions most sought after by employers from the above mentioned labour markets. Workshops featured the discussion of strategies and proposals for actions for the respective EURES target groups and issues related to the use of the EURES network to support the respective client groups of public employment services. Basing on studies, analyses and reports participants drew up proposals of adequate events and actions upon diagnosing the client needs.</p> <p>Results / outcomes achieved:</p> <p>Number of trainings for employees of Voivodeship Labour Offices – 10; Number of trainings for employees of Powiat Labour Offices – 28; Number of trainings for managing personnel – 1; Number of trainings for employees from outside the Public Employment Services – 2; Number of trained VLO employees – 226; Number of trained PLO employees – 432; Number of managing personnel participating in seminars – 34; Number of trained employees from outside the PES – 80.</p> <p>The action resulted in exchange of lessons learnt between the participants of trainings in the scope of EURES actions; participants extended their knowledge of EURES services, which will facilitate their everyday work; participants obtained information about the EURES network, extended knowledge of job mobility in the EU/ EEA Member States, actions for re-emigrants; trainings facilitates the preparation of plans of areas of cooperation between tasks above all concerning the promotion of EURES services,</p>

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		<p>joint actions aimed at employers/ Investors, unemployed, job seekers.</p> <p>Target groups the action reached:</p> <p>employees not forming EURES staff, persons in direct contact with clients: employment agents, career advisors, employees for co-ordination of benefits, employees for recording and registering the unemployed at the Poviats and the Voivodeship Labour Offices, managing personnel at the Poviats Labour Offices.</p> <p>including:</p> <ol style="list-style-type: none"> 1. The EEA Member States taking part in the action: Poland 2. Organisations from Poland and abroad participating in the action or reached through the action: The Poviats Labour Offices, Gmina Information Centres, Career Offices, Teacher Training Centres, Voluntary Work Corps, Regional Centre of European Information, Foundation in Support of Local Democracy, association "Rainbow" (Polish: <i>Stowarzyszenie Tęcza</i>) and other organisations active on the labour market in Poland. <p>Type of event: workshops, seminars, conferences</p> <p>Place and date of the event:</p> <p>Jelenia Góra - 02.03.2011, Jelenia Góra – 17-18.02.2011, Legnica, 14-15.10.2010, Toruń - 23.02.2011, Górzno - 5-6.05.2011, Łódź – 13.05.2011, Lublin - 27.04.2011, Zielona Góra - 06.04.2011, Kraków - 7-8.02.2011, Kraków, 7-8.04.2011, Kraków, 20.05.2011, Kraków, 26.05.2011, Opole - 4.04.2011, Kędzierzyn Koźle - 15.04.2011, Rzeszów - 15.04.2011, Białystok – 8.02.2011, Białystok – 5.04.2011, Gdańsk - 05.04.2011, Gdańsk - 08.04.2011, Katowice - 28.03.2011, Katowice - 31.03.2011, Katowice - 01.04.2011, Kielce – 30.05.2011, Olsztyn - 09.02.2011, Pleszew - 10.05.2011, Ostrów Wielkopolski – 16.05.2011, Krotoszyn - 19.05.2011, Konin – 19.05.2011, Koło 19.05.2011, Słupca – 20.05.2011, Piła – 23.05.2011, Chodzież – 24.05.2011, Ostrzeszów - 24.05.2011, Czarnków – 25.05.2011, Poznań (2 trainings) – 25.05.2011, Złotów – 26.05.2011, Kalisz - 26.05.2011, Poznań (3 trainings) – 26.05.2011</p> <p>Description of the event participants:</p> <ol style="list-style-type: none"> 1. Number of participants: 772 persons 2. Countries and organisations of participants: Poland; employees of regional and local labour offices
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		<p>3. Outcomes of the event: Familiarising with services and actions of EURES network the groups of persons not fulfilling EURES tasks, creating conditions for fuller performance of EURES tasks increasing knowledge and awareness of career advisors about the EURES network services provided to job seekers.</p> <p>Written outputs and information/dissemination materials:</p> <p>1.Title: training materials</p> <p>2.Main subject of the publication: EURES network services</p> <p>3.Number of copies: 21</p> <p>4.Main target group of these materials: participants of trainings</p> <p>5. How many language versions were produced: 1</p>
<p><u>Information campaigns concerning EURES for PES clients</u></p> <p>Delivery of advertising campaigns in the form of e.g. publication of articles, local and regional press announcements, TV and radio spots, advertisements in the means of public transport and the Internet was planned. Delivery of competitions, broadcasts and outdoor events was also planned. EURES promotion was also planned throughout events in which EURES staff participated.</p> <p>Actions were to feature the publication of nationally uniform information materials on the</p>	<p>Smaller quantity of leaflets and brochures was produced as compared to the quantities planned in the EURES Grant Agreement due to the extended presentation of information e.g. regarding the living and working conditions in Poland on EURES national website. Information on the living and working conditions was recorded on a CD for persons with hindered access to the Internet. The divergences above did not affect the implementation of action.</p>	<p>Activity description:</p> <p>Delivery of advertising campaigns in the form of publication of articles and local and regional press announcements, TV and radio spots broadcasts, advertisements in the means of public transport and the Internet, delivery of competitions, radio and TV broadcasts and outdoor events. Information about EURES was disseminated through participation in events delivered by Labour market institutions.</p> <p>Support to regional information actions was provided by producing information materials concerning address data of EURES advisors in form of business cards. Brochure concerning the living and working conditions in Poland in 4 language versions – Polish, English, German, French. The material was prepared in paper version and recorded on a CD.</p> <p>National website was adjusted to the needs of the unemployed, job seekers and employers; graphical design was implemented covering the provision in single form of all foreign EURES job offers sent to Polish advisors; information regarding EURES is also available at the Voivodeship Labour Offices websites.</p> <p>Results / outcomes achieved:</p> <p>Number of information campaigns -13; tent for outdoor events with EURES logo – 1;</p>

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<p>EURES network, including brochures living and working conditions in Poland in 4 language versions. Increase of access to information on EURES was planned through the development of the national EURES website and websites of regional labour offices in terms of user needs.</p>		<p>Number of national information materials – 2 types, 18.7 thousand copies Number of entries to the national EURES website – 778 thousand visits; Number of the VLOs having information regarding EURES on their websites - 16</p> <p>Extending knowledge of the chances and threats related to taking jobs abroad and ways to avoid consequences by those not prepared for the departure. Obtaining current information about the possibility to start studying and working in the EU/ EEA Member States, living and working conditions, job offers, recruitments and ways to search for jobs under the EURES network. The actions contributed to increasing the number of contacts with clients of offices (telephone, personal, e-mail), with EURES staff.</p> <p>Target groups the action reached:</p> <p>persons interested in taking jobs in the EU/ EEA Member States, the unemployed, those seeking jobs abroad, pupils, students, graduates, regional employers, persons returning to Poland. including:</p> <ol style="list-style-type: none"> 1. The EEA Member States taking part in the action: Poland, Great Britain, the Netherlands, Belgium, Ireland. 2. Organisations from Poland and abroad participating in the action or reached through the action: Europe Direct, Podkarpackie Voivodeship Police Headquarters, District Labour Inspectorate in Rzeszów, Career Offices: of the University of Rzeszów, Rzeszów University of Technology, University of Information Technology and Management in Rzeszów, Rzeszów Regional Development Agency (Polish: <i>Rzeszowska Agencja Rozwoju Regionalnego S.A.</i>), Poviats Labour Offices in Leżajsk and Tarnobrzeg, FIBS, Belgian Construction Chamber, EUROJOB (the Netherlands), Kombinat Budowlany Sp. z o.o., Education and Labour Youth Centre, Voluntary Work Corps, AIESEC Polska Local Committee Białystok, Poviats Labour Office in Białystok, Europe Direct Białystok at Amicus Association, European Information Centre by Amicus Association, Lifelong Learning Centre in Białystok, Regional Development Agency “ARES” in Suwałki, Local Consultation Point in Białystok, Voivodeship Labour Office – Information and Professional Career Planning Centre, Department of Professional Improvement, Social Insurance Institution, Creativity Studio CREOS Beata Skowrońska, Information and Consultation Centre of Employment Services Zielona Linia, Information Point of European Social Fund, from the Netherlands - Open Universiteit, Spain - Fundación Universitas de la Comunidad Valenciana, Denmark - VIA University College, Aarhus, Germany - Gesamtverband der deutschen Textil-und Modeindustrie e.V., Berlin, Czech Republic - National Institution of Technical and Vocational
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		<p>Education, Prague, Great Britain - West Herts College, Watford, CSWP Ltd., Coventry, Ireland - The Blanchardstown Area Partnership Limited/ Local Employment Service, Dublin, Portugal - Profisousa- Associação de Ensino Profissional do Vale do Sousa, Paços De Ferreira, Academic Career Offices, Gmina Information Centre in Mosin, Erasmus Student Network and Students Research Circle EUrope from Poznań University of Economics, Research Circle of Poznań School of Logistics.</p> <p>Type of event: information campaigns in form of advertising spots on the radio, TV, Internet, means of public transport, press announcements; supplements to daily press; broadcasts, competitions, banners in the press, TV, Internet, information boards in form of city light,</p> <p>Place and date of the event: information campaigns – 1.04-30.05.2011 (3), 1-31.05. 2011 (2), 29.03.2011, 27.08.2010-12.05.2011, 27.10.2010-25.05.2011, 2-11.05.2011, 23.03-23.05.2011, 2-30.04.2011, 16-29.05.2011, 18.11.2011-7.04.2011, 1-29.05.2011; participation of EURES staff in 22 events.</p> <p>Description of the event participants:</p> <ol style="list-style-type: none"> 1.Number of participants: 21.5 thousand persons 2.Countries and organisations of participants: Poland, the Poviát Labour Offices, Voluntary Work Corps, Academic Career Offices, employers 3.Outcomes of the event: <p>Target groups were provided with information regarding the EU labour market, information about the possibility and way to effectively and safely find a jobs abroad. The EU labour market was shown as alternative to the local labour market. Brochures regarding traineeships in the EU and EURES gadgets were distributed.</p> <p>Information campaign in the media made it possible to reach the greater number of clients, to promote employment possibilities, education on the European Union markets, promote the European Job Mobility Portal, EURES website. During the campaigns visitors were informed of safe departures for work and adequate preparation for return to Poland upon completed stay at work abroad. Information was disseminated about the newly opened EU labour markets after 1 May 2011.</p>
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		<p>Written outputs and information/dissemination materials:</p> <p>1.Safe departures to work abroad, Employer, are you looking for employees? (Polish: <i>Bezpieczne wyjazdy do pracy za granicę, Pracodawco poszukujesz pracowników?</i>), Your work in Europe, European Job mobility and EURES services (Polish: <i>Twoja praca w Europie, Europejska mobilność zawodowa i usługi EURES</i>), posters regarding the events delivered, Do you want to come back and work in Poland – EURES can help you (Polish: <i>Chcesz wrócić i pracować w Polsce – EURES może Ci pomóc</i>), Recruitment in Europe – EURES Network for employers (Polish: <i>Rekrutacja w Europie – sieć EURES dla pracodawców</i>), EURES for Job seekers (Polish: <i>EURES dla poszukujących pracy</i>). Everything you have to know before coming back to Poland, Living and working conditions in Poland (Polish: <i>Wszystko co musisz wiedzieć przed powrotem do Polski, Warunku życia i pracy w Polsce</i>), leaflet – address data of EURES advisors.</p> <p>2.Main subject of the publication: EURES services promotion, information for persons seeking jobs abroad about the possibilities of legal employment, preparation for departure abroad, existence of possible threats related to departure abroad, guidelines on where to look for jobs in Poland and information about social benefits; services provided by EURES in the scope of employee recruitment; information for persons returning from job abroad, information about placements and traineeships abroad.</p> <p>3.Number of copies: articles – ca. 139 thousand copies, posters – 40 items, leaflets – 8.1 thousand items, brochures – 10.6 thousand items, announcements – 137 radio, TV spots, in public transport – 71.</p> <p>4.Main target group of these materials: the unemployed, job seekers, students, employers, persons returning from economic migration from the EU/ EEA Member States.</p> <p>5. How many language versions were produced: 4</p>
<p><u>Providing information about EURES services in the VLO publications</u></p> <p>Production of information materials concerning EURES</p>	<p>The planned quantity of publications was not produced due to production of a part of publications from own funds. The divergences above did not affect the implementation of</p>	<p>Activity description:</p> <p>Information about EURES services was presented in internal and external publications of the VLOs regarding services provided by labour offices in the form of brochures, bulletins and the PES publications.</p> <hr/> <p>Results / outcomes achieved:</p>

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<p>services was planned in internal and external publications of labour offices in the form of articles, leaflets, bulletins, brochures and other publications of the Public Employment Services.</p>	<p>action.</p>	<p>Number of the VLO publications containing information on EURES – 3; number of external VLO publications containing information on EURES – 3; including 2 articles and 1 information and publicity material.</p> <p>The publications made it possible to extend the target group of persons who received information about EURES network services, including practical information about job mobility and references to websites on EURES.</p> <p>Target groups the action reached: job seekers, the unemployed, students, persons interested in taking up jobs abroad, employees of labour market institutions and persons returning from the EEA Member States to Poland, employers, employer organisations, beneficiaries of Operational Programme Human Capital. including: 1. The EEA Member States taking part in the action: Poland 2. Organisations from Poland and abroad participating in the action or reached through the action: the Voivodeship Labour Offices, Voivodeship Employment Council, Poviats Labour Offices of Pomorskie Voivodeship, powiat starostsies, urban social welfare centres, Gdańsk Union of Employers, Pomeranian Chamber of Handicrafts, Regional Pomeranian Chamber of Commerce, employers.</p> <p>Type of event: articles in internal and external publications of the VLOs: bulletins, brochures, articles in regional press</p> <p>Place and date of the event: Kujawsko-Pomorskie – April 2011; Opolskie – March 2011; Pomorskie, Wielkopolskie – June - May 2011, Warmińsko-Mazurskie Voivodeship – May 2011</p> <p>Written outputs and information/dissemination materials: 1. Titles: “EURES network activity” (Polish: <i>Działalność sieci EURES</i>); “Website resources regarding the EURES network” (Polish: <i>Zasoby internetowe nt. sieci EURES</i>); problems relating to safe jobs abroad, EURES for job seekers, “German employers waiting for Poles” (Polish: <i>Niemieccy pracodawcy czekają na Polaków</i>), “Working on the other bank the Oder River” (Polish: <i>Praca za Odrą</i>), etc. 2. Main subject of the publication: presentation of activity of EURES advisors in the regions, information about the information resources of EURES: CV base, base of job offers, working abroad.</p>
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		<p>3. Number of copies: internal – 3.9 thousand items, external – 41 thousand items.</p> <p>4. Main target group of these materials: the unemployed, those seeking jobs abroad.</p> <p>5. How many language versions were produced: 1</p>
<p><u>Make EURES clients aware of opportunities offered by mobility</u></p> <p>Actions regarding the provision of information to persons seeking jobs abroad about the possibilities of legal employment, preparation for departure abroad, existence of possible threats related to departure abroad and living and working conditions abroad were planned. Actions relating to employers, concerning the possibility to recruit foreign employees, were also planned. Implementation of the above mentioned actions was to be in the form of e.g. information supplements, media campaigns, TV broadcasts.</p>	<p>More events than planned were implemented owing to the fact of interest in the subject of safe departure to work abroad. The issues relating to job mobility were raised during all information and communication actions of EURES implemented during everyday advisory work and in relation to participation in educational fairs, job fairs and information meetings. Throughout the events wide possibilities offered by job mobility were indicated. In addition, information about mobility was regularly provided throughout activation classes for the unemployed and job seekers.</p>	<p>Activity description:</p> <p>Throughout the events particular emphasis was put on the provision of information to job seekers about the possibilities of legal employment, preparation for departure to work, existence of possible threats related to departure for work and living and working conditions abroad. The actions were implemented through: preparation of regional TV broadcasts regarding EURES services, publication of supplements to the press, production of information and publicity materials.</p> <p>Results / outcomes achieved:</p> <p>Number of publications in daily press – 1, 10 thousand copies; number of events promoting job mobility – 4; number of campaigns in the form of radio and TV broadcast – 2; number of information and publicity materials – 22 rollups; leaflets – 1 thousand, posters – 250.</p> <p>Increase was noted as regards awareness of job seekers of the possibilities offered by EURES which will facilitate their free movement within the EU/ EEA Member States to seek jobs.</p> <p>Target groups the action reached:</p> <p>The unemployed and job seekers in the EU/ EEA Member States, regional employers seeking employees from the Community, students, pupils, persons returning from economic migration from the EU/ EEA Member States, all persons interested in the aspects of mobility.</p> <p>including:</p> <ol style="list-style-type: none"> 1. The EEA Member States taking part in the action: not applicable 2. Organisations from Poland and abroad participating in the action or reached through the action: Poviát Job Inspection, Social Insurance Institution, Tax Office, Regional Centre of Social Policy, National Health Fund, Poviát Labour Offices, Career Offices of University of Rzeszów, Rzeszów University of Technology, University of Information Technology and Management in Rzeszów, Rzeszów Regional Development Agency (Polish: <i>Rzeszowska Agencja Rozwoju Regionalnego S.A.</i>).

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		<p>Type of event: information meetings, open door days, radio and TV broadcasts</p> <p>Place and date of the event: Lublin – 23-26.05.2011, Opole – 27.04.2011, Przemyśl – 28.09.2011, 21.10.2010, Rzeszów – 13.04.2011</p> <p>Description of the event participants:</p> <ol style="list-style-type: none"> 1.Number of participants: 308 2.Countries and organisations of participants: Poland 3. Outcomes of the event: Target groups obtained information about the free flow of persons within the EU/ EEA Member States. <p>Written outputs and information/dissemination materials:</p> <ol style="list-style-type: none"> 1.Title: EURES Your job in Europe (Polish: <i>EURES Twoja praca w Europie</i>) 2.Main subject of the publication: Information about EURES as network promoting mobility, about the possibility to take up jobs in the EU Member States, presentation of possibilities offered by the Job Mobility Portal, descriptions and links to other mobility portals in Europe, changes on the European labour markets, contact data of EURES staff in the regions. 3.Number of copies: rollups - 22, articles - 10 thousand copies, posters - 250, leaflet - 1 thousand. 4.Main target group of these materials: The unemployed and job seekers in the EU/ EEA Member States, regional employers seeking employees from the EU/EEA Member States, students, persons returning from economic migration from the EU/ EEA Member States, all persons interested in the aspects of mobility; readers of the newspaper in which the material was published. 5. How many language versions were produced: 1
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GUIDELINE No. 2 – Ensuring services to employers

<p><u>Information activities and international job placement for Polish employers</u></p> <p>The following actions were planned:</p> <ul style="list-style-type: none"> - participation of EURES staff in the events taking place abroad in the EU/EEA area, - dissemination of information about services and forms of support provided by the EURES network for Polish employers during: meetings, seminars, workshops, Information Days, etc. - dissemination of information about services and forms of support provided by the EURES network; - carrying out information meetings with Polish employers; - launching co-operation with poviats employment councils in order to start co-operation with regard to EURES services promotion; - carrying out recruitment procedures for Polish employers; 	<p>Low – compared to other EU countries – level of remuneration proposed by Polish employers resulted in lack of interest of foreigners in starting work in Poland.</p> <p>Due to the short period of spending grant funds, the EURES advisors from Poland participated in a smaller number of job fairs abroad than it was assumed. Due to the same reasons, part of the planned visits of EURES staff representatives abroad did not take place.</p> <p>Due to the lack of interest of poviats employment councils in launching co-operation with regard to EURES services promotion, the action was not implemented.</p>	<p>Activity description:</p> <p>- EURES staff participated in the events held abroad in the EU/EEA area (e.g. in European Job Fairs, European Job Days, Recruitment Days, European Days, Career Days, meetings with the youth, etc.).</p> <p>The EURES staff from Poland participated in the events organised in Ireland, Norway, Hungary, Spain, Switzerland, Italy.</p> <p>During the events, the EURES staff from Poland provided information to people interested in starting employment in Poland and to Polish people who plan to return to Poland. Information about the living and working conditions in Poland, situation on Polish labour market, possibility of employment in Poland, starting-up own business activity with the support from Labour Fund reserve and the ESF funds, co-ordination of social security systems, website “Powroty.gov.pl” was presented, and work offers were provided.</p> <p>The EURES advisors distributed information materials in English, German, and French – on living and working conditions in Poland and EURES services.</p> <p>- Information concerning services and forms of support provided by the EURES network was disseminated by means of: issuing publications for Polish employers, sponsored articles about EURES services, advertisement spots on the radio and banner ads placed on the website.</p> <p>Information materials (e.g. information brochures in the form of a calendar, folders) were prepared, which contained information about EURES and services provided by the EURES network for Polish employers, including, for example, instructions for using EURES website, dissemination of job offers in EURES network, searching for candidates looking for a job registered in the European Job Mobility Portal, etc. These materials were forwarded to employers and employers’ organisations during information meetings for employers and during the events, which were organised under EURES or in which the EURES staff participated.</p> <p>The advertisement, articles and radio spots about the support in the field of mobility, development of European labour market and EURES services for employers were published.</p> <p>Moreover, the EURES staff participated in the events organised or co-organised by Public Employment Services and partners. During the above mentioned events, information about the</p>
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		<p>EURES network and services provided within its framework was provided, including information about EURES websites, CV database, job offers database.</p> <p>The campaign was carried out on the websites in order to promote EURES services among employers.</p> <p>- Information meetings with Polish employers were carried out in order to develop mutual contacts, providing information about the EURES staff services, etc.</p> <p>The EURES advisors organised meetings in the organisation's seats which associate employers in order to launch co-operation. Information about the possibilities the EURES network gives in the field of international recruitment organisation was provided during the meetings, and the main functions available for employers on the European Job Mobility Portal and obligations of an employer in the case of employing a foreigner - the EU/EEA Member State nationals - were also presented.</p> <hr/> <p>Results / outcomes achieved:</p> <p>Number of the VLO contacts with Polish employers – ca. 640; Number of information events for employers as well as associations and organisations of employers from the region - ca. 46; Number of regional publications for Polish employers: type of publication – ca. 24, edition - ca. 14,520; promotion campaigns in the media, including the issuance of ca. 24 articles about EURES in the mass media; 3 banner ads, 1 announcement in the press; ca. 36 radio announcements; 1 radio broadcast; ca. 175,000 distributed leaflets and brochures; number of questionnaires: 1; Establishment or maintenance of ca. 136 contacts with employers, due to which they were informed about the EURES initiatives and possibilities of making use of EURES services on an international scale. The number of events abroad in which Polish EURES staff took part: ca. 27.</p> <p>During the above mentioned events there were about 31 visits of the EURES staff representatives abroad, about 22 presentations about the living and working conditions in Poland, about 5 thousand of interested people visiting the above mentioned events were serviced / given advice, about 240 Polish employers were serviced, who provided about 780 job offers in Poland. The number of European job fairs abroad with the participation of Polish EURES staff from the VLO: about 19; The number of job offers of Polish employers promoted at the fairs abroad: about 780.</p> <p>Implementation of ca. 160 of the so-called difficult job offers from Polish employers.</p>
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		<p>Target groups the action reached:</p> <p>Polish employers, employers' organisations, people taking part in job fairs and information meetings who were looking for a job in Poland as well as people who were looking for information about the living and working conditions in Poland.</p> <p>including:</p> <p>1. The EEA countries taking part in the action: Denmark, Poland, the Czech Republic, Germany, Norway, Holland, France, Austria, Switzerland, Ireland, Great Britain, Lithuania, Latvia, Estonia, Sweden, Slovakia, Slovenia, Hungary, Spain, Finland, Italy, Portugal, Luxembourg, Belgium, Malta, Greece.</p> <p>2. Organisations from Poland and abroad participating in the action or reached through the action: Sudecka Chamber of Commerce and Industry, Karkonoska Agency of Regional Development, Legnicka Special Economic Zone, Association of Entrepreneurs of Toruński Region, Kujawsko-Pomorskie Association of Employers Lewiatan, Polish Association of Road Transport Employers, Public Employment Services from the EU/EEA, including EURES staff, Irish Advice and Welfare Agencies, Education and Training Providers, Social Welfare, Taxation and Business Start, Foreign Employees Services Centre, Infosys BPO Poland Sp. z o.o., Chamber of Commerce and Industry, Polish Confederation of Private Employers, Trade Union-Solidarność, „Lewiatan”, Sundry Crafts Guild (Polish: <i>Cech Rzemiosł Różnych</i>), temporary employment agencies, Podlaskie Labour Market and Economic Prognosis Observatory, the Social Insurance Institution (ZUS) representatives, the National Health Fund (NFZ), the Polish Labour Inspectorate, Tax Offices, Social Welfare Centres, self-governments, municipal police, Farmers' Social Security Fund, Public Transport Authority, Tax Chamber, Municipal Employment Council, Barczewo Penal Institution, Polish Association for Persons with Mental Handicap, The Agency for Restructuring and Modernisation of Agriculture (ARMA), Polish Social Housing Association, Municipal Facilities and Buildings Company (ZLiBK), University in Grenada, Polish-German Economic Association; Servicio Andaluz de Empleo Portugal, Manpower agency France, Euroguidance and V.I E (Volontariat International en Enterprise), ABK, AIESEC, British Council, European Parliament, ICE Istituto Commercio Estero, Scandinavian Institute, Europa Direkt, Internationella Programkontoret, Af Sjöfart, Försäkringskassan/Skattemyndigheten, Employment and Economic Development Centre for Varsinais-Suomi, Turku Employment and Economic Development Office, Uusikaupunki Employment and Economic Development Office, Tampere Employment and Economic Development Office, Hämeenlinna Employment and Economic Development Office, Centre for International Mobility CIMO, ELY Centre for Southwest Finland,</p>
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		<p>Finnish, German, Irish Social Insurance Institution, INSEEC higher education schools network in France, EUROPASS, SOVITT, EUROPE DIRECT International Voluntary Service, European Training Service.</p> <p>Type of event: information meetings, a seminar, European job fairs, sponsored articles, radio broadcast and advertisement spots on the local radio, Information Days, EURES Job Days, European Days, European Job Days, International Job Fairs, EURES International Career Day, Emigration Fairs, EURES Job and Information Days, European Mobility Fairs.</p> <p>Place and date of the event:</p> <p>Świdnica - 03.09.2010; Jelenia Góra - 04.11.2010; Legnica - 24.03.2011; Toruń - 31.05.2011; Toruń - 31.05.2011; Toruń - 24.05.2011; Brema - 12.05.2011; Lublin - 15.04.2011, 18.04.2011, 6.05.2011, 9.05.2011; Job Fairs in Dublin 19-20.05.2011; Information Days in Oslo 5 – 6 .05.2011; Radio broadcast – broadcast on 20 April 2011; Radio advertisement spots – 36 broadcasts from 4 to 15 April 2011; Information actions - from March 2011 till the end of May 2011; 6 sponsored articles were issued in the following magazines: "Metro" – 3 articles, "Echo Miasta" – 2 articles, "Tygodnik Ciechanowski" – 1 article; advertisement banner on the website Gazeta.pl in the section "Gospodarka" and in regional services "Warszawa", "Płock", "Radom"; sponsored press article - March 2011; Issuance of advertisements for employers: Podkarpackie Voivodeship - 8.03.2011, 21.03.2011, 26.04.2011, 27.04.2011; Leżajsk - 28.04.2011; Białystok - 24.02. 2011; Budapest – 29.04. 2011; Wejherowo -16.03.2011; Malbork - 18.03.2011; Chojnice - 29.03.2011; Puck - 30.03.2011; Starogard Gdański - 31.03.2011; Gdańsk - 25.05.2011; 2 banners for 14 calendar days between 25.04.2011 and 15.05.2011; Mediolan - 22.03.2011; Limerick 27-28.05.2011; Będzin – 18.05.2011; Bielsko – Biała –27.05.2011; Bytom – 27.04.2011; Chorzów – 17.05.2011; Cieszyn – 12.04.2011; Częstochowa – 31.05.2011; Dąbrowa Górnicza – 16.05.2011; Gliwice – 23.05.2011; Jastrzębie Zdrój – 24.05.2011; Jaworzno – 20.04.2011; Katowice – 17.05.2011; Kłobuck – 31.05.2011; Lubliniec – 27.05.2011; Mikołów – 23.05.2011; Mysłowice – 27.05.2011; Myszków – 24.05.2011; Piekary Śląskie – 31.05.2011; Pszczyna – 23.05.2011; Racibórz – 31.05.2011; Ruda Śląska – 10.05.2011; Rybnik – 11.05.2011; Siemianowice Śląskie – 26.05.2011; Sosnowiec – 26.05.2011; Świętochłowice – 20.04.2011; Tarnowskie Góry – 24.05.2011; Wodzisław Śląski – 23.05.2011; Zabrze – 28.04.2011; Zawiercie –</p>
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		<p>20.05.2011; Żory – 10.05.2011; Żywiec – 24.05.2011; Bremen (Germany); 12.05.2011; Olsztyn – 10.05.2011; 11th International Fairs in Grenada 6-7.04.2011; EJD "Employment and Advice Fairs" in Limerick (Ireland) 27-28.05.2011; Wielkopolska, 01.06.2010 – 31.05.2011; Belfast, Northern Ireland, 17-18.09.10; Lille, France, 28.09.10; Brussels, Belgium, 2.10.10; Tallinn, Estonia, 8.10.10; Berlin, Germany, 12.10.10; Budapest, Hungary, 16.10.10; Uusikaupunki and Turku, Finland, 18-20.10.10, Louvain-la-Neuve, Belgium, 19.10.10; Nantes, Rennes, France, 19-20.10.2010; Lyon, France, 20.10.10; Lisbon, Portugal, 21-22.10.10; Cardiff , Great Britain, 27.10.2010; Dortmund, Germany, 5.11.10; Karlskrona, Sweden, 10.11.10; Palma de Mallorca, Spain, 19.11.10; Huelva, Spain, 27-28.01.11; Houten, Holland, 12-13.02.11; Newcastle u.Tyne, Great Britain, 02.03.11; Milan, Italy, 22.03.11; Grenada, Spain, 6-7.04.11</p> <p>Description of the event participants:</p> <ol style="list-style-type: none"> 1. Number of participants: ca. 57 thousand. 2. Countries and organisations of participants: Sweden, France, Portugal, Italy, Great Britain, Spain, Switzerland, Norway, Luxembourg, Ireland, Holland, Belgium, Finland, Malta, the Czech Republic, Hungary, Germany, Greece, Austria, Latvia, Slovakia, Slovenia, Denmark: employees of labour offices who are not directly responsible for EURES, representatives of organisations promoting mobility, job seekers, EURES advisors, employers, private job agencies, European Training Services, Careers Wales, Careers Europe, British Council, Europe Direct, Teach Anywhere, UK Representation to the EU, Cardiff Council, EUROPASS 3. Outcomes of the event: providing the participants of the events with full information about services provided under EURES for employers planning to employ citizens of other EU/EEA countries, promotion of EURES services among employers, promotion of offers of Polish employers during the event, in which EURES staff participated, launching co-operation with Polish employers and organisations which associate employers. <p>The participants of the events were provided with information about the situation on the Polish labour market and the needs of Polish employers; job offers for specific professions were obtained, co-operation with selected private job agencies was launched as well as with potential employers interested in recruiting in Poland under EURES, about 200 persons were interested in employment in Poland after receiving information. After the fairs had finished, the number of e-mail questions from the clients from the EEA area increased.</p>
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		<p>Written outputs and information/dissemination materials:</p> <p>1. Title: leaflets, brochures in the form of a calendar, brochures in the form of folders, A6 and A5 notebooks, invitations for employers, press advertisements, sponsored articles (e.g. "EURES network services" (Polish: <i>Usługi sieci EURES</i>), "Specialist from abroad" (Polish: <i>Specjalista z zagranicy</i>), "Be a mobile employer together with EURES" (Polish: <i>Bądź mobilnym pracodawcą razem z EURES</i>))</p> <p>2 Main subject of the publication: promotion of EURES network and services and the possibility of carrying out recruitment by means of EURES among employers, information concerning the use of EURES websites, promotion of EURES-T services</p> <p>3 Number of copies: 177,940</p> <p>4 Main target group of these materials: Polish employers, employers' organisations</p> <p>5. How many language versions were produced: 1 (Polish)</p>
<p><u>Mobility packages for Polish employers</u></p> <ul style="list-style-type: none"> - organising meetings for Polish employers in order to inform about the possibility of announcing job offers on European labour market - giving information materials about EURES services to Polish employers - organising conferences for regional employers together with the PLO about surplus and deficit professions of selected countries 	<p>Due to small interest of Polish employers in participating in the information meeting organised by the VLO Łódź, the meeting was not held. Individual consultations were offered to employers who were interested in the above mentioned meeting.</p>	<p>As part of the activity:</p> <p>Polish employers were provided with the information packages about services in the field of European job placement, especially taking into account international recruitment procedure, and containing information how to seek employees and submit a job offer through the EURES network, instruction how to seek employees on your own and how to use the European Job Mobility Portal, how to achieve own account "My EURES", how to use the CV database. Moreover, the materials contained information about the labour market in Poland and the EU/ EEA countries. The packages were in a form of leaflets and information brochures.</p> <p>The content of the information packages for Polish employers "Recruitment in Europe – Guideline for employers" (Polish: <i>Rekrutacja w Europie - Przewodnik dla pracodawców</i>) was developed and the packages were produced. In each package there is a file of A4 format with permanent sheets of paper which include information for Polish employers (EURES services for employers, international recruitment, employment of foreigners not from the EU/ EEA area, delegating employees) and a CD with documents to be downloaded. While developing the content e.g. documents available on EURES website were used.</p> <p>The conference for regional employers entitled: "Employment of employees in the construction</p>

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		<p>sector – threats and new possibilities” (Polish: <i>Zatrudnianie pracowników w sektorze budowlanym – zagrożenia i nowe możliwości</i>) was organised in the VLO Białystok. During the above mentioned event, the problem of surplus and deficit professions in Lithuania, Latvia and Estonia was raised, especially taking into account the construction sector. Moreover, information about the construction sector in Podlaskie Voivodeship, labour markets in Estonia, Lithuania and Latvia, taking into account surplus of the workforce in the construction sector, legal regulations concerning safe work on the construction site was provided. Information and promotion materials about EURES were forwarded during the event.</p> <p>Individual consultations with the employers, who were interested in participating in the meeting concerning EURES services, were carried out. In order to organise the meeting, the invitations were sent to about 30 employers. Two employers were interested in participating in the meeting, and they were offered individual consultations. One employer accepted the offer.</p> <p>The meeting with Polish employers was organised in the VLO in Poznań in order to discuss the possibilities of co-operation in the field of appropriate preparations of job offers. During the meeting with the employers, the importance of providing detailed information about employment and additional benefits which can be offered by an employee was highlighted. The offers prepared in this way were presented during job fairs abroad and the information meeting for the unemployed in Norway.</p> <p>Results / outcomes achieved:</p> <p>Number of distributed/sent information packages: ca. 2,400 items. Number of produced information packages for employers: ca. 550 brochures (together with the CD); Number of employers achieved for co-operation: ca. 19; Number of organised conferences: 1; Number of conference participants: ca. 38.</p> <p>Target groups the action reached: Polish employers, employers’ organisations including:</p> <p>1. The EEA countries taking part in the action: Poland, Lithuania, Latvia, Estonia, Italy, Ireland,</p>
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		<p>Norway</p> <p>2. Organisations from Poland and abroad participating in the action or reached through the action: employers: Łódź, Amcor, Corning Cable Systems Poland Sp. z o.o., AMG.net SA, Barry Callebaut Manufacturing Poland Sp. z o.o., Bilplast Sp. z o.o., Breve Tufvassons Sp. z o.o., BSH Sprzęt Gospodarstwa Domowego Sp. z o.o., Dalkia Łódź S.A., Ericpol Telecom Sp. z o.o., Fabryka Biznesu Sp. z o.o., Flextronics Logistics Poland, Fortis Bank Poland SA, Fujitsu Technology Solutions Sp. z o.o., GE Power Controls, HERKULES PC COMPONENTS, Indesit Company Poland, Infosys BPO Poland Sp. z o.o., INTERsoft Sp. z o.o., JTI POLSKA Sp. z o.o., Office Furniture Factory Mikomax Sp. z o.o., Gillette Poland International Sp. z o.o., Polish Pharmaceutical Group (Polish: <i>Polska Grupa Farmaceutyczna S.A.</i>), REWON S.A., Schenker Sp. z o.o., feRA modern media solutions, TVAB Poland Sp. z o.o., Rule Financial Sp. z o.o., TomTom, COLEP Poland Sp. z o.o; PLO, PES from Poland, Italy, Ireland and Norway.</p> <p>Type of event: a conference, publications, an information meeting</p> <p>Place and date of the event: Suwałki, 23.02.2011,</p> <p>Description of the event participants:</p> <p>1.Number of participants: 85</p> <p>2.Countries and organisations of participants: Poland</p> <p>3.Outcomes of the event: rising the awareness of regional employers in the field of possibilities of employing employers from Lithuania, Latvia, Estonia through the EURES network, promotion of the EURES network services directed to employers, achieving information about job supply and demand on the regional labour market by employers, especially taking into account the construction sector, obtaining information by employers about legal regulations in the field of safe work on the construction site.</p> <p>Written outputs and information/dissemination materials:</p> <p>1.Title: information brochures – EURES for the employer, information materials (packages: files with the CD) – “Recruitment in Europe – Guideline for employers”..</p>
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		<p>2. Main subject of the publication: current information about the EURES services and problems connected with recruitment of employees, employing foreigners not from the EU/ EEA area, delegating employees, recruitment procedures.</p> <p>3. Number of copies: 6,850</p> <p>4. Main target group of these materials: employers, temporary employment agencies, employers' organisations, institutions supporting employers, employers</p> <p>5. How many language versions were produced: 1 (Polish)</p>
<p><u>Internship programmes in foreign enterprises to Polish young people</u></p> <p>Establishing co-operation with the European Commission programmes, e.g. Eurodyssey, in order to offer EURES services and disseminating information among the Polish youth about the programmes directed to them. The obtained information will be then forwarded to the PLO, Career Offices, Information and Career Planning Centres, etc.</p>		<p>Co-operation with the European Commission programmes was launched under the action in order to offer the EURES services and disseminate information among the Polish youth about the programmes directed to them.</p> <p>Moreover, co-operation with the EURES staff from Austria and Denmark was launched in order to prepare the traineeship programme for the Polish youth. As part of the project information meetings with the EURES staff from Austria and Denmark, employers and representatives of schools from Austria and Germany were organised.</p> <p>Information meetings and study visits with the above mentioned partners were organised under both projects.</p> <p>The continuation of both projects is planned for the next budget year.</p> <p>Results / outcomes achieved:</p> <p>number of implemented projects: 2; preparation of traineeship packages for the Polish youth: 1, creating the sample agreements between an employer and a vocational school in order to work as a trainee: 1, number of institutions/ schools co-implementing the project on the Polish side: 3, number of partners for co-operation: 2, number of traineeship places: 2, the number of qualified students: about 10, number of institutions to which the project was forwarded: about 20.</p> <p>Target groups the action reached:</p> <p>the Polish youth interested in traineeships abroad, foreign employers from the EU/EEA countries. including:</p>

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		<p>1. The EEA countries taking part in the action: Austria, Denmark</p> <p>2. Organisations from Poland and abroad participating in the action or reached through the action: the EURES staff from Denmark and Austria, Salzburg Chamber of Tourism, Production School from Denmark, Sokołowska Development Association, vocational schools and universities, ACO.</p> <p>Type of event: information meetings, study visits</p> <p>Place and date of the event: Austria, Salzburg/ Bischofshofen 24.08-26.08.2010, Wałbrzych 9-11.2010, 14.04.2011, Świdnica 24.09.2010, 10.11.2010, 14.04.2011, Denmark, Aarhus, 08.02.2011, Denmark, Holbeck, Svinninge 03.- 07.02.2011.</p> <p>Description of the event participants:</p> <p>1. Number of participants: 24.</p> <p>2. Countries and organisations of participants: Austria (EURES, employers associated in the Chamber of Tourism), Denmark: Danish employers, production school, Poland: EURES, SPIH, Sokołowska Development Association, Hotel and Gastronomy School Complex in Wałbrzych and Świdnica</p> <p>3. Outcomes of the event: a sample traineeship agreement between schools and employers was prepared, which was accepted by both sides, increasing the mobility of young people through traineeship, spreading information about the programmes which enable to start traineeship abroad, enabling the youth to start a job abroad by gaining vocational training.</p>
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GUIDELINE No. 3 - Providing services to jobseekers, job changers and the unemployed

<p><u>Information activities concerning EURES for the</u></p>	<p>- As part of information events related to the opening of German and Austrian</p>	<p>Activity description:</p>
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<p><u>Polish unemployed and jobseekers</u></p> <p>The activity involves:</p> <ul style="list-style-type: none"> - Organising events: information meetings, seminars, workshops, one-day job and information fairs, occupational mobility days, career fairs, educational fairs, career days, conferences, etc. for the Polish unemployed and jobseekers, including persons staying in the EU/EEA countries and planning to return to Poland: young people, graduates and persons planning to take up seasonal jobs. - Execution of information campaigns and carrying out activities promoting EURES services. - Dissemination of information on EURES by employees of information and career planning centres in terms of providing vocational advisory services 	<p>labour markets, it was decided to include also information on employment in Switzerland. Since May 2011, Switzerland has liberalised provisions on labour market accessibility, therefore it was decided that information on living and working conditions in Switzerland would also be useful to the participants of the meetings.</p> <ul style="list-style-type: none"> - Due to late transfer of funds and increase in prices, the planned number of advertising campaigns, posters, leaflets and press releases was decreased and reconsidered. For the same reason, some actions were financed from other sources than the EURES grant. - In the VLO Opole the participation of EURES advisors in three events organised by other labour market participants was planned. EURES staff from Opole took part in six events financed from the earmarked funds. - The plan was to print 300 copies of an information brochure concerning living and working conditions in a selected EEA country (the Czech Republic). The obtained funds allowed for printing 1,000 copies. 	<p>The activity involved:</p> <p>Organising job and information fairs, information days and meetings (including in the form of a video conference), occupational mobility days, workshops, conferences, seminars, etc.</p> <p>The organised events were aimed at, for example, disseminating information among Polish unemployed and jobseekers on the labour markets in the EU/EEA countries, including: living and working conditions, characteristic features and conditions of individual labour markets, rules of safe job seeking, employment possibilities, including deficit and surplus professions. The participants were also provided with information on the rules of functioning of EURES network, services for the unemployed and jobseekers under EURES, possibilities offered by the EURES Job Mobility Portal, rules of using services of private employment agencies, the right of free movement of employees and its consequences, formalities that need to be observed before departure and after return to the country, stay registration procedures, social security systems coordination, taxes, EU network, etc. Participants had access to foreign job offers. Recruitment was also carried out.</p> <p>Meetings were attended by EURES advisors from the EU/EEA countries, experts specialising in, e.g. labour market issues, taxes, health care, labour law, as well as EU network representatives.</p> <p>Workshops entitled “Mobility on the European labour market” (Polish: <i>Mobilność na europejskim rynku pracy</i>) were conducted in co-operation with Powiat Labour Offices. Workshops were conducted in different cities in Małopolska (Bochnia, Dąbrowa Tarnowska, Brzesko, Tarnów, Nowy Sącz, Limanowa, Gorlice, Nowy Targ, Kraków). The goal of the event was to provide participants with knowledge on EURES services as well as on educational and occupational mobility.</p> <p>A conference entitled “Safe departures abroad” (Polish: <i>Bezpieczne wyjazdy za granicę</i>) was organised. The conference touched upon the issue of safe travelling under EURES, threats related to travelling abroad, possibilities of studying abroad, as well as social security systems coordination.</p> <p>A seminar entitled “Safe studying and working abroad” (Polish: <i>Bezpieczna nauka i praca za granicą</i>) was organised. The seminar pertained to safe travelling abroad, psychological impacts of migration, human trafficking and possibilities of studying abroad.</p> <p>During the above events, the participants were provided with information and promotion materials</p>
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<p>(individual and group), activation classes and group information meetings as well as through providing information materials.</p> <p>- Participation of EURES advisors in information events organised by other VLOs within EURES in order to promote EURES services among the unemployed and jobseekers and to support organisers.</p> <p>- Implementation by the VLO in Wałbrzych of a project involving dissemination of information among Polish unemployed and jobseekers on open labour markets in Germany and/or Austria, after May 2011.</p> <p>- Implementation by the VLO in Szczecin of a project for co-operation with Scania region in Sweden.</p>	<p>- The plan involved running press advertisements. On the basis of an agreement signed with Telewizja Polska S.A. a programme entitled "Passport for work" (Polish: <i>Paszport do pracy</i>) was prepared and broadcasted in eight episodes in the regional television. Due to the above, the press advertisement was not issued.</p> <p>- Workshops concerning EURES services for the unemployed and jobseekers were planned. Due to the lack of interest from potential participants, the action was not carried out.</p> <p>- A publication on EURES services in a form of a calendar was supposed to be printed – the price offered by the bidder was three times higher than the amount earmarked for this action in EURES budget.</p> <p>The above changes did not influence significantly the execution of the action.</p>	<p>and the information concerning the meetings was disseminated through the local media.</p> <p>The VLO Wałbrzych implemented a project involving dissemination of information among Polish unemployed and jobseekers on open labour markets in Germany and/or Austria, after May 2011. As part of the action, one-day job and information fairs, information days, meetings, e.g. in the form of a video conference, and occupational mobility days, etc. were organised. The goal of the organised events was e.g. to disseminate information among Polish unemployed and jobseekers on open labour markets in the EU/EEA countries (e.g. in Germany, Switzerland, Austria, the Netherlands, Norway), including living and working conditions, characteristic features and current conditions of individual labour markets, rules of safe job seeking, employment possibilities, including deficit and surplus professions. Recruitment processes were conducted during the events.</p> <p>Information campaigns and actions promoting EURES services were executed. As part of the action, the preparation and broadcast of television and radio advertisements was commissioned, leaflets describing the scope of EURES services were printed, sponsored articles in local media addressed to jobseekers were featured. Moreover, eight episodes of the programme "Passport for work" were prepared together with Telewizja Polska. The programme describes the EURES network, how to make use of job placement, how to avoid dishonest employment agents, how the labour markets opening on 1 May 2011 look like, as well as what are the formalities that a person undertaking employment abroad has to observe. The aim of the action was to promote and disseminate EURES services both among the unemployed and people seeking job abroad as well as among regional employers potentially interested in recruiting employees from the EU/EEA countries.</p> <p>EURES advisors participated in information events organised by other institutions (e.g. the VLO, universities, the EU networks, etc.) in order to promote EURES services among the unemployed and jobseekers and to support organisers of job fairs, workshops, seminars, etc.</p> <p>During the meetings, information on living and working conditions abroad, labour markets in the EU/EEA countries, EURES services for jobseekers, rules of safe travels abroad, possibilities of using EURES website and IT tools, foreign job offers were conveyed in a form of multimedia</p>
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		<p>presentations and information materials (brochures, leaflets, etc.).</p> <p>The VLO in Szczecin implemented the project concerning co-operation with Scania region in Sweden, under which EURES advisors from the VLO Szczecin visited Sweden. The project was aimed at providing support and information (about the situation on the labour market in Poland, formalities to be observed after returning to the country, job offers of Polish employers) to persons who had left for Sweden in order to undertake or search for employment and who lost it or did not find it. The objective of the project was also to prepare Polish speaking personnel of the PES in the Scania region in Sweden to provide information services to Polish unemployed and jobseekers who would find themselves in a Swedish labour office.</p> <p>During their visit, EURES advisors from Szczecin conducted a seminar for Polish unemployed and jobseekers living in Sweden as well as held meetings with the representatives of Swedish Public Employment Services (PES).</p> <p>Results / outcomes achieved:</p> <p>Number of Information and recruitment events for Polish unemployed and jobseekers: ca. 51 Number of participants of the organised events: ca. 8,871; Number of regional publications for Polish unemployed and jobseekers: ca. 5; number of copies: ca. 3,200; Number of sponsored articles, advertisements in the press: ca. 24; Number of information campaigns: ca. 6; Number of events in Poland attended by EURES staff: ca. 30; Number of foreign trips of EURES staff: 1; Number of meetings of EURES advisors held during foreign trips: 2; Number of seminars for Polish EURES staff: 1; Number of advertisements broadcast in TV/ radio: ca. 99.</p> <p>Target groups the action reached:</p> <p>Unemployed persons and jobseekers from Poland and other EU/EEA countries, including unemployed youth and graduates; persons intending to change their jobs; school and university students; persons interested in taking up employment in EU/EEA countries; Polish citizens staying abroad and planning to return to Poland; employers from the EU/EEA countries; other partners on the labour market, EURES staff, employers, teachers, representatives of NGOs, schools,</p> <p>including:</p> <p>1. The EEA countries taking part in the action: Poland, Austria, Germany, Switzerland, the Czech</p>
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		<p>Republic, Denmark, Italy, Norway, Sweden,</p> <p>2. Organisations from Poland and abroad participating in the action or reached through the action: Austrian chambers of commerce, Social Insurance Institution from Germany, training organisations, employment agencies, temporary employment agencies, Information and Career Planning Centre in the VLO Wałbrzych, PLO's, Coordination and Systems Department in the VLO Wałbrzych, the EU networks (Europass, Europe Direct), Voluntary Work Corps (VLC), universities, TP S.A., Academic Career Centres, municipal and powiat public libraries, Practical Training Centre, Centre of Continuing Education, school career centres, PES from the EU/EEA countries, including EURES staff, social assistance centres, European Information Centre in Podlasie, the police, Tax Offices, Social Insurance Institution (SII), National Social Fund, MLSP, International Lublin Fair Joint-Stock Company (Polish: <i>Międzynarodowe Targi Lubelskie S.A.</i>), Centrum Plus in Rzeszów.</p> <p>Type of event: Information meetings, conferences, seminars, job fairs, job and information fairs, promotional campaigns, information and promotion meetings, workshops, project of co-operation with Scania region in Sweden, information actions, publication (brochure).</p> <p>Place and date of the event: Wrocław 11-13.04.2011; Dzierżoniów 16.05.2011; Lwówek Śląski 03.09.2010; Ząbkowice Śląskie 17.05.2011; Świdnica 18.05.2011; Wrocław-Szczawno Zdrój-Jelenia Góra-Legnica, 7-10.12.2010; Ząbkowice Śląskie, 02.05.2011; Legnica 23.05.2011; Bydgoszcz 04.02.2011; Włocławek 11.02.2011; Włocławek 24.03.2011; Nakło 25.05.2011; Inowrocław 27.06.2011; Lublin 19.04 and 30.05 2011; Lubelskie Voivodeship 15-25.05.2011; Łódzkie Voivodeship: 16-27.05.2011; Gdańsk 29-30.04.2011; Wałbrzych 12-13.04. 2011; Kraków 24.02.2011; Kraków 10.05.2011; Nowy Sącz 18.02.2011; Nowy Sącz 13.04.2011; Limanowa 23.02.2011; Gorlice 25.03.2011; Nowy Targ 08.04.2011; Bochnia 30.03.2011; Dąbrowa Tarnowska 6.04.2011; Brzesko 7.04.2011; Tarnów 15.04.2011; 9.05.2011; Warsaw, 6-20.04.2011; Pionki 19.05.2011; Ostrołęka 21.05.2011; Warsaw 28.05.2011; Ciechanów 28.05.2011; Płock 28.05.2011; Siedlce 28.05.2011; Radom 28.05.2011; Mińsk Mazowiecki 31.05.2011; Radom, 08.04.2011; Radom, 13.04.2011; 25.03.2011 Nysa; 29.03.2011 Kluczbork; 05.04.2011 Głubczyce; Strzelce Opolskie 08.04.2011; Namysłów 13.04.2011; Strzelce Opolskie 22.03.2011; Grajewo 08.03.2011, Sokółka 16.05.2011; Wrocław 12-13.04.2011; Kościerzyna 22.03.2011; Słupsk 28.03.2011; Starogard Gdański 05.04.2011; Sztum 15.04.2011; Tczew 04.05.2011; Gdynia 10.05.2011; Bielsko – Biała 16.03.2011; Częstochowa 16.03.2011; Katowice 16.03.2011; Toruń 29.03.2011; Poznań 01.06.2010–31.05.2011; Sweden 11-14.04.2011</p>
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		<p>Description of the event participants:</p> <ol style="list-style-type: none"> 1. Number of participants: 8,871 2. Countries and organisations of participants: Austria, Germany, Switzerland, Sweden, Norway, Poland, EURES, PES from the EU/EEA, employers, chambers of commerce, education institutions <p>Outcomes of the event: providing interested clients with reliable information concerning EURES services as well as living and working conditions in the EU/EEA countries (e.g. Germany, Austria, Switzerland and the Netherlands); providing interested persons with the possibility of participating in recruitment processes and benefiting from job offers; preparing EURES staff to provide information concerning employment in Germany, Austria and Switzerland; after the information campaigns the interest in EURES services has grown; increasing the knowledge of participants on the European labour market and rules of safe job seeking abroad; strengthening the image of EURES, strengthening co-operation with EURES staff from the EU/EEA.</p> <hr/> <p>Written outputs and information/dissemination materials:</p> <ol style="list-style-type: none"> 1. Title: posters, leaflets, brochures, guidebooks, including: „Guidebook – the Czech Republic (Polish: <i>Informator Republika Czeska</i>) press releases, e.g. "Know before you go – i.e. what should everyone know when going abroad" (Polish: <i>Know before you go - czyli co każdy wyjeżdżający za granicę wiedzieć powinien</i>), press articles, television and radio advertisements, television programme "Passport for work". 2. Main subject of the publication: promotion and dissemination of information on EURES services, promotion of events organised within the EURES network, living and working conditions in the Czech Republic, new labour markets from 1 May 2011, safe departures for work abroad, living and working conditions in countries which opened their labour markets after 1 May 2011. 3. Number of copies: 4,775 4. Main target group of these materials: the unemployed, jobseekers, persons interested in working in the EU/EEA countries, including in Germany, Austria and Switzerland, school and university students 5. How many language versions were produced: 1 (Polish)
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<p><u>Mobility packages for Polish unemployed and jobseekers</u></p> <p>The activity involves:</p> <ul style="list-style-type: none"> - Preparation and provision of information services packages regarding mobility on the European labour market to people in Poland and abroad, interested in taking up employment in the EU/EEA countries. - Organisation of workshops “Safe departures for work abroad” (Polish: <i>Bezpieczne wyjazdy do pracy za granicą</i>) for candidates who want to work abroad, conducted e.g. by job exchange specialists, vocational advisors, EURES advisors and coordinators of social security systems. - Organisation of visits of EURES advisors to selected EU/EEA countries with large concentration of Polish emigrants (e.g. Ireland, Great Britain, Norway, Sweden). 	<p>Due to delay in signing the agreement, the date of updating the brochure “Living and working in Mazowsze” has been shifted to April 2011.</p> <p>The above change did not influence the execution of the action.</p>	<p>Activity description:</p> <p>The activity involved:</p> <ul style="list-style-type: none"> - preparation and provision of information services packages regarding mobility on the European labour market to people in Poland and abroad, interested in taking up employment in the EU/EEA countries, including e.g.: information leaflets, information and promotion materials – also in English, EURES offer folders, etc. Printed materials contained information for jobseekers, persons taking up employment, and those returning to Poland concerning actions that need to be performed before departing for work abroad, during employment and after its termination, contact data of regional EURES staff and websites addresses. The materials also contained information on services offered within the EURES network and guidelines for using EURES websites. - publication in English was prepared; it described the situation on the local labour market, specific conditions of that market, with special regard to surplus and deficit professions and helpful institutions. - guidebook “Living and working in Mazowsze” was updated and published in English. - two workshops entitled “Safe departures for work abroad” for candidates who want to work abroad, conducted, for example, by job exchange specialists, vocational advisors, EURES advisors and coordinators of social security systems were organised. - EURES advisors visited Great Britain, Norway and Ireland. During their visits, EURES advisors met with Polish emigrants who were e.g. at risk of losing their job. During the meeting, the participants were provided with information on the actual situation on the Polish labour market, job opportunities in Poland, formalities related to returning to Poland, types of documents concerning social security system coordination (transfer of allowance from Great Britain, obtaining allowance after returning to Poland), tax settlements, possibility of starting up one’s own business subsidised by Poviats Labour Offices and ESF, as well as job opportunities in other EU/EEA countries. Job offers of Polish employers were also presented. Moreover, during these visits, co-operation with EURES staff from visited countries was established and information on
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		<p>Polish labour market was provided.</p> <p>Advisors from the VLO Łódź took part in Job Fairs in Dublin. During fairs, they presented job offers from the regions they represented and gave information concerning job offers contained in the central job offers data base at the PES website.</p> <p>Results / outcomes achieved: Number of conducted workshops: ca. 4 (one-day); Number of workshops participants: ca. 20; Number of issued publications (leaflets/guidebooks/fiches/information materials): type – ca. 7, number of copies – ca. 7,900 ; Number of distributed information packages: ca. 8,000; Number of meetings with Polish citizens abroad: ca. 60; Number of participants of meetings with Polish citizens abroad: ca. 363; Number of information campaigns abroad: ca. 2; Number of Polish citizens who benefited from advisory services: ca. 12,000</p> <p>Target groups the action reached:</p> <p>unemployed persons and jobseekers from Poland and other EU/EEA countries, persons interesting in working in EU/EEA countries; the EU/EEA citizens interesting in working in Poland, Polish citizens staying abroad and planning to return to Poland; school and university students and graduates.</p> <p>including:</p> <p>1. The EEA countries taking part in the action: Poland, Ireland, Norway, Great Britain, Austria, Estonia, Finland, Slovenia, Italy, Bulgaria, Germany, Latvia, Switzerland, Denmark, the Netherlands, Sweden.</p> <p>2. Organisations from Poland and abroad participating in the action or reached through the action: the PLO, the PES from the EU/EEA countries, including EURES staff, universities, Academic Career Centres.</p> <p>Type of event: workshops, publications, job fairs, visit to an EU/EEA country, information meetings, information actions.</p> <p>Place and date of the event: Great Britain (Heme Hempstead) 20.05.2011; Norway 4-6.05.11 (Sandnes, Stavanger, Haugesund, Oslo, Molde); Ireland 16-21.05.2011; Wałbrzych 10.05.2011;</p>
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		<p>Lubań 24.05.2011</p> <p>Description of the event participants:</p> <ol style="list-style-type: none"> 1. Number of participants: 12,969 2. Countries and organisations of participants: Poland, Ireland, Norway. <p>Outcomes of the event: providing interested clients with reliable information concerning EURES services as well as living and working conditions in the EU/EEA countries; giving interested persons access to job offers from the EU/EEA countries; strengthening co-operation with EURES staff from the EU/EEA area; raising the awareness of Poles working and living in the EU/EEA countries on various aspects connected with returning to Poland; strengthening the image of EURES as an international network open to modern solutions.</p> <p>Written outputs and information/dissemination materials:</p> <ol style="list-style-type: none"> 1. Title: leaflets and information materials, e.g. "Warmia and Mazury labour market in 2010", "Looking for a job in Europe? EURES, a good advisor" (Polish: <i>Szukasz Pracy w Europie? EURES dobrym doradcą</i>), brochure, guidebooks, e.g. „Living and working in Mazowsze”, fiches. 2. Main subject of the publication: actions that need to be performed before departing for work abroad, during employment and after its termination, mobility on the European labour market, looking for a job in the EU/EEA countries, situation on the regional labour market of Warmia and Mazury in 2010, information concerning institutions and organisations that are helpful when it comes to going abroad together with regional EURES staff contact data, promotion of EURES services. 3. Number of copies: 19,500 4. Main target group of these materials: the unemployed, jobseekers, persons interested in working abroad, school and university students, the EU/EEA nationals interested in working in Poland. 5. How many language versions were produced: 2 (Polish and English).
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<p><u>Promotion of EURES website and European Job Fairs in Poland</u></p> <p>The activity involves:</p> <ul style="list-style-type: none"> - Preparation and dissemination of leaflets promoting the EURES website, containing practical guidelines on how to use the website - Organisation of computer workshops relating to the range of possibilities offered by EURES website, with special regard to individual job seeking. - Promotion of EURES website during events promoting EURES services, both in Poland and abroad (e.g. information meetings and job fairs). - Organisation of European Job Fairs, European Recruitment Days, etc. - Participation of EURES staff in European events organised by Polish EURES staff in 	<p>During organisation of the event in Lublin, the planned cardboard folders were not produced – the resources available for the purpose were exhausted. Leaflets with information about the Fairs were produced with the VLO's own funds.</p> <p>During organisation of the event in Łódź, it was decided that job interviews would not take place because foreign employers did not participate in the event and the invited EURES advisors did not have any job offers at their disposal. Due to the above, the nature of the event changed. Additionally, the representatives of the National Health Fund (NFZ), Tax Chamber, Europass network, ZUS and VLC were invited to participate in the event.</p> <p>In Gdańsk, as a result of late receipt of financial resources for the implementation of the EURES grant, two actions were combined: the promotion of EURES website as well as the International Job Fairs and European Job Days (whose execution was planned for autumn 2010) and one event was organised under a joint name: "European Job and Information Days" (Polish: <i>Europejskie Dni Pracy i</i></p>	<p>Activity description:</p> <p>The activity involved:</p> <ul style="list-style-type: none"> - Preparation and dissemination of leaflets promoting the EURES website, containing practical guidelines on how to use the website (e.g. how to find a job through EURES, how to upload an online CV onto EURES website, etc.). Leaflets were distributed during individual advisory sessions at the labour office and during job fairs, conferences, seminars and lectures, attended by EURES staff. Some of the leaflets were given to the PLO. <p>Additionally, an update was performed and a CD guidebook describing the possibilities of EURES website was issued.</p> <ul style="list-style-type: none"> - Computer workshops entitled "Find a job with EURES" (Polish: <i>Znajdź pracę z EURES</i>), "Searching safe job in Poland through the Internet and European websites of EURES" (Polish: <i>Poszukiwanie przez Internet bezpiecznej pracy w kraju i europejskie strony EURES</i>) were organised. During the workshops, the participants received information on the possibilities offered by the EURES occupational mobility website and Polish websites when it comes to looking for a job, EURES network services and the current situation on the Polish labour market. - EURES website was promoted by means of a banner advertisement posted on the homepage of a local newspaper of Świętokrzyskie Voivodeship. The action was aimed at increasing knowledge about EURES services, in particular about the mobility on the European labour market through promotion of EURES website in different media (Internet). - European Job Fairs, European Information and Recruitment Days, etc. were organised e.g. in Łódź, Toruń, Białystok, Gdańsk, Rzeszów, Lublin and three cities in Śląskie Voivodeship within one event: Katowice, Częstochowa, Bielsko-Biała. <p>Employers from the EU/EEA countries representing selected industries, EURES advisors from the EU/EEA countries, representatives of employment agencies, institutions connected with the labour market and representatives of the EU networks were invited to participate in the events.</p>
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<p>Poland in order to provide organisational support and promote job offers and the regional market.</p>	<p><i>Informacji</i></p>	<p>As part of workshops, the following actions were carried out, inter alia: in the form of presentations and workshops: the range of services provided by the EURES network was presented, initial job interviews were held with candidates for jobs abroad, consultations pertaining to the following topics were organised: the labour market, ways of looking for employment, preparing applications, safe departures abroad, using services of private employment agencies, taxation of income generated abroad, social security systems coordination and the situation on the local labour market. Job offers, pre-obtained from foreign employers, were disseminated.</p> <p>Exhibition stands were prepared for employers, institutions and organisations which participated in the event.</p> <p>Job fairs were promoted by means of disseminating promotional materials, including posters, leaflets, brochures, etc.</p> <p>Information about the fairs was also disseminated in the media (e.g. press advertisements, articles, inserts, radio announcements and regional television advertisements), as well as in the means of public transport and on bill-posts.</p> <p>In Lublin, a press conference was organised during the event.</p> <hr/> <p>Results / outcomes achieved: Number of computer workshops: ca. 2; Number of workshops participants: ca. 27; Number of published EURES website leaflets: type – ca. 4, number of copies – ca. 8,000; Number of issued CDs with the website presentation: type – ca. 1, number of copies – ca. 1,000; Number of European fairs and career fairs to be organised by the VLO: ca. 7; Number of visitors to the above fairs: ca. 18,200; Number of press publications promoting the event (advertisements, inserts): ca. 54; Number of TV/radio/internet advertisement broadcasts: ca. 96; Number of exhibitors participating in the European Job Fairs (foreign employers, institutions, etc.): ca. 275; Number of reported vacancies abroad: ca. 1,510; Number of persons who will find employment owing to the fairs: ca. 250; Number of produced banner advertisements promoting EURES services: 1</p> <hr/> <p>Target groups the action reached: including: unemployed persons and jobseekers from Poland and other EU/EEA countries, persons</p>
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		<p>interesting in working in the EU/EEA countries; persons interesting in changing their jobs; Polish citizens staying abroad and planning to return to Poland; school and university students and graduates; employers from the EU/EEA countries.</p> <p>1. The EEA countries taking part in the action: Poland, Ireland, Norway, Great Britain, Austria, Estonia, Finland, Slovenia, Italy, Bulgaria, Germany, Latvia, Switzerland, Denmark, the Netherlands, Sweden, the Czech Republic, Spain, Belgium, Hungary.</p> <p>2. Organisations from Poland and abroad participating in the action or reached through the action: the PLO, the VLO, the PES from the EU/EEA countries, including EURES staff, VLC, ACC, Information and Career Planning Centres at the VLO, universities, regional media, company: International Lublin Fair Joint-Stock Company (Polish: <i>Międzynarodowe Targi Lubelskie S.A.</i>), MLSP, SII, Tax Chamber, National Health Fund, Embassy of Canada, National Labour Inspectorate (PIP), employment agencies, La Strada Foundation against Trafficking in Persons and Slavery, National Reserve Forces, Belgian Construction Chamber, Centre for Youth Education and Employment (Polish: <i>Centrum Edukacji i Pracy Młodzieży</i>), AIESEC Poland, Europe Direct Białystok at Amicus Association, Centre of European Information at Amicus Association, Centre of Continuing Education, Regional Development Agency (Polish: <i>Agencja Rozwoju Regionalnego</i>), Vocational Development Centre, "Green Line - Information and Consultation Centre of Employment Services" (Polish: <i>Zielona Linia – Centrum Informacji i Konsultacji Służb Zatrudnienia</i>), European Social Fund Information Point, Voivodeship Staff of the Polish Armed Forces, General Staff, National Disabled Persons Rehabilitation Fund (PFRON).</p> <p>Type of event: Workshops, publications, promotion, European Job Fairs, European Job and Information Fairs.</p> <p>Place and date of the event: Białystok 31.01.2011; Suwałki 20.05.2011; Białystok 12.05. 2011; Malbork 29-30.04.2011; Toruń 29.03.2011; Lublin 08.03.2011; Lublin 24.05.2011; Rzeszów 7.10.2010; Łódź 08.04.2011.</p> <p>Description of the event participants:</p> <p>1. Number of participants: 18,470</p>
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		<p>2. Countries and organisations of participants: Poland</p> <p>Outcomes of the event: Increasing clients' knowledge about occupational and geographical mobility, EURES services, job opportunities in the EU/EEA countries, providing access to European employment agencies, including legal job offers, dissemination of reliable information on living and working conditions in the EU/EEA countries, providing clients with comprehensive and reliable information on possibilities offered by the EURES website.</p> <hr/> <p>Written outputs and information/dissemination materials:</p> <p>1. Title: posters, catalogues, information materials and leaflets, including inserts in regional press, "How to find job through EURES" (Polish: <i>Jak znaleźć pracę poprzez EURES</i>), "How to post an online CV through EURES website" (Polish: <i>Jak zamieścić CV-online na portalu EURES</i>), "European Job Mobility Portal as your key to working in Europe" (Polish: <i>Europejski Portal Mobilności zawodowej Twoim kluczem do pracy w Europie</i>), brochures, press advertisements, television and radio advertisements, banner ads, CD with a presentation, CV template for the Fairs, press articles</p> <p>2. Main subject of the publication: information and promotion of events organised by EURES (job fairs), promotion of EURES website, EURES website guidebook, possibilities offered by EURES mobility website – practical guidelines for jobseekers</p> <p>3. Number of copies: 61,102</p> <p>4. Main target group of these materials: the unemployed, persons looking for a job and opportunity to study in the EU/EEA countries, persons interested in working abroad, school and university students, participants of job fairs.</p> <p>5. How many language versions were produced: 1 (Polish)</p>
<p><u>European job placement for Polish unemployed and jobseekers</u></p> <p>The activity involves:</p>	<p>In the light of the demand and current conditions on the European labour market, co-operation with employers from Germany, Austria and Switzerland</p>	<p>Activity description.</p> <p>The activity involved:</p> <p>- Recruitment projects and job interviews were organised and conducted for the benefit of foreign employers (e.g. from Austria, Denmark, Switzerland and Spain) from various industries, including:</p>

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<p>- Organisation and implementation of recruitment projects and job interviews for the benefit of foreign employers from various industries</p> <p>- Organisation of Information and Recruitment Day – Seasonal Work in Europe.</p> <p>- Participation of EURES staff in events in Poland e.g. job fairs, European Job Days, information meetings, in order to establish direct contact with EURES advisors and employers from the EU/EEA countries and obtain job offers from abroad.</p> <p>- Adequate promotion of foreign employers' job offers in Polish media in order to disseminate them effectively.</p>	<p>was initiated in the area of job placement. The initial plan involved co-operation with Great Britain and Malta.</p> <p>During Information and Recruitment Days – “Seasonal Work in Europe” (Polish: <i>Praca sezonowa w Europie</i>) additional promotion actions in the form of advertisements on bill-posts – instead of press ads – were carried out with the use of available financial resources. Furthermore, less employers attended the event than expected - the reason being the lack of interest.</p> <p>Available funds allowed for covering the costs of travelling to Warsaw in order to organise job interviews with a French employer.</p> <p>The above changes did not influence significantly the execution of the action.</p>	<p>hotel sector, gastronomy, agriculture, health care, construction and seasonal employment.</p> <p>The actions involved recruitment of candidates for the position of a waiter, maid, cook, welder/locksmith, fitter of sanitary, and air-conditioning installations, fitter of insulation and linesman.</p> <p>Thanks to EURES staff the candidates had the possibility of direct contact with a foreign employer and a chance to obtain additional information on the living and working conditions in a given country at a given employer.</p> <p>The employers were offered assistance in organising the recruitment process, i.e. foreign job offers were acquired and distributed, CVs were collected, a pre-selection of candidates was carried out, the conditions of fulfilling the job offer were set, including the means of communicating and sending CVs, and job interviews were organised. Job offers of foreign employers were also posted on the VLO websites. For the need of the recruitment process, rooms were booked and catering was provided to the employers and the accompanying EURES advisors.</p> <p>- The event Information and Recruitment Day – “Seasonal Work in Europe” was organised. It gathered EURES advisors from Great Britain, Ireland, Slovenia and the representatives of temporary employment agencies. The event featured a presentation on living and working conditions, as well as job opportunities in the above countries offered by the temporary employment agencies. Moreover, job interviews were conducted by a representative of a temporary employment agency with persons seeking jobs in the Netherlands in agriculture, production and as drivers. Job offers from Slovenia were also disseminated.</p> <p>- EURES staff participated in various events in Poland, e.g. in job fairs, information days, seminars, in order to establish direct contact with EURES advisors and employers from the EU/EEA countries and to obtain foreign job offers.</p> <p>- Foreign employers' job offers were promoted in the Polish media in order to disseminate them effectively. The action involved printing four foreign job offers in the “Job” (Polish: “Praca”) supplement to Dziennik Bałtycki.</p>
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		<p>Results / outcomes achieved: Number of CVs of Polish candidates received by the VLO in reply to announced foreign job offers: ca. 2,546; Number of Polish workers employed by foreign employers under the European job placement services provided by the VLO: ca. 294; Number of vacancies serviced by the VLO, notified by foreign employers interested in recruitment of Polish workers: ca. 2,442; Number of recruitment projects organised for employers from abroad: ca. 12; Number of Information and Recruitment Days – Seasonal Work in Europe: 1; Number of visitors to the above Information Days – ca. 39; Number of foreign employers participating in the above Information Days – 1; Number of EURES representatives from abroad participating in the above Information Days – ca. 3; Number of newspaper advertisements relating to the above Information Days – ca. 2; Number of radio advertisements on the above Information Days (cycle): 1; Number of foreign job offers in local and regional media: 4; Number of events in Poland attended by EURES staff: 3.</p> <p>Target groups the action reached:</p> <p>including: unemployed persons and jobseekers from Poland and other EU/EEA countries, persons interesting in work in the EU/EEA countries; persons interesting in changing their jobs; Polish citizens staying abroad and planning to return to Poland; school and university students and graduates; employers from the EU/EEA countries, employers.</p> <p>1. The EEA countries taking part in the action: Poland, Austria, Germany, Switzerland, Spain, Denmark, Latvia, Norway, Finland, Sweden, Italy, the Netherlands, Ireland, Belgium, Great Britain, France, Slovenia.</p> <p>2. Organisations from Poland and abroad participating in the action or reached through the action: the PLO, city and gmina offices, ACCs, secondary schools, universities, NGOs, the PES from the EU/EEA, including EURES staff.</p> <p>Type of event: recruitment sessions, information and recruitment day, information meetings, press advertisements.</p>
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		<p>Place and date of the event: Wrocław 6 December 2010; Legnica 9 December 2010; Toruń 8 March 2011; Białystok 31 March 2011; Warsaw 23 March 2011; Gdańsk 25-26 October 2010; Gdańsk 21-22 January 2011, Gdańsk 1 March 2011; Gdańsk 3 March 2011; Gdańsk 10 March 2011; Malbork 29 April 2011; Gdynia 23 and 24 May 2011; Malbork 29-30 April 2011; Warsaw 7 May 2011; Olsztyn 9 February 2011;</p> <p>Description of the event participants:</p> <ol style="list-style-type: none"> 1. Number of participants: ca. 835 2. Countries and organisations of participants: Poland, Austria, Germany, Switzerland, Spain, Denmark, Latvia, Norway, Finland, Sweden, Italy, the Netherlands, Ireland, Belgium, Great Britain, France, Slovenia. 3. Outcomes of the event: taking up employment by persons participating in recruitment, increase customers knowledge about the services offered by EURES, enabling customers to direct contact with a foreign employer, provide reliable information on living and working conditions in selected EU / EEA countries, establish contacts and cooperation with employers EU / EEA countries. <p>Written outputs and information/dissemination materials:</p> <ol style="list-style-type: none"> 1. Title: press advertisement, including: "Job in Europe – within your reach" (Polish: <i>Praca w Europie w zasięgu ręki</i>), posters, radio advertisements. 2. Main subject of the publication: information concerning recruitment, promotion of events organised by EURES, promotion of job offers, information on current job offers 3. Number of copies: 62 4. Main target group of these materials: the unemployed, jobseekers or persons interested in working in the EU/EEA countries, including Switzerland. 5. How many language versions were produced: 1 (Polish)
<p><u>Multi channelling and self-services</u></p>	<p>Due to the lack of sufficient financial means, the VLO did not produce leaflet</p>	<p>Activity description: The total of 20,000 information leaflets were designed and printed. They described ways of searching for employment abroad, as well as contained up-to-date contact information of EURES</p>

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<p>As part of the action, the VLO Gdańsk decided to make leaflet stands and to place them, along with information materials (leaflets, bulletins), in places frequently visited by EURES clients: Poviats Labour Offices, Academic Career Centres, VLC, Gdańsk City Office, etc. To this end, printing of leaflets concerning EURES services was also planned.</p>	stands.	staff from Gdańsk. Leaflets are distributed at all events attended by EURES: i.e. job fairs, meetings, workshops, individual advisory sessions, etc.
	The total of 20,000 leaflets were produced (the amount decreased for practical reasons – necessity of updating the leaflets content – therefore the number of leaflets remaining at the office’s disposal cannot be too large).	Results / outcomes achieved: Number of EURES information leaflets: type – ca. 1, number of copies – ca. 20,000
		Target groups the action reached: the unemployed, jobseekers, persons returning from the EEA countries, including: 1. The EU/EEA countries taking part in the action: Poland 2. Organisations from Poland and abroad participating in the action or reached through the action: the Poviats Labour Offices, VLC, employers from Pomorze.
		Type of event: publications
		Description of the event participants: 1. Number of participants: not applicable 2. Countries and organisations of participants: not applicable Outcomes of the event: improving the knowledge of clients on services offered by EURES and the possibility of searching for a job through EURES, promotion of EURES network.
		Written outputs and information/dissemination materials: 1. Title: leaflet “Your job in Europe” (Polish: <i>Twoja praca w Europie</i>) 2.2. Main subject of the publication: information about EURES services and searching for a job abroad.

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		<p>3.Number of copies: 20,000</p> <p>4.Main target group of these materials: the unemployed and persons seeking job abroad</p> <p>5. How many language versions were produced: one language version – 1 (Polish)</p>
<p><u>European Job Days</u></p> <p>The activity involves the organisation of European Job Days (EJD).</p>	<p>In Gdańsk, as a result of late receipt of financial resources for the implementation of the EURES grant, two actions were combined: the promotion of EURES website as well as the International Job Fairs and European Job Days (whose execution was planned for autumn 2010) and one event was organised under a joint name: European Job and Information Days</p> <p>In Warsaw, as a result of late signing of the agreement, the VLO was not able to carry out the undertaking in the appropriate time and place (it should be underlined that venues need to be booked several months in advance). Due to the above, it was decided to join the European Village, which is part of the Schuman Parade. As a result, costs were lower than assumed. Taking into account the nature of the event (street event) and the layout of stands of the European Job Day, a questionnaire was not conducted among participants.</p>	<p>Activity description.</p> <p>The activity involved the organisation of three European Job Days.</p> <p>On 7 May 2011, in Warsaw, a European Job Day was organised as part of the Schuman Parade. The representatives of all EU/EEA countries were invited to participate in the event. In the end, the European Job Day was attended by EURES advisors from Poland, France, Switzerland, Slovenia, Great Britain and Italy, as well as the representatives of Monsterpolska.pl, Itaka Foundation, Solvit and the "E-bridge 2 mobility" programme.</p> <p>The event was part of the European Village, which accompanies the Schuman Parade, which is being organised since 1999 by the Robert Schumann Foundation of Poland in order to celebrate the Europe Day.</p> <p>A promotion campaign was launched as part of the event – a poster was designed and published in press – “Gazeta Wyborcza” and “Metro” – and distributed in labour offices and Academic Career Centres.</p> <p>On 30 March 2011, the EURES staff from VLO in Olsztyn, in co-operation with Powiat Labour Offices from the voivodeship, prepared and conducted the “European Job Days – German Day” (Polish: <i>Europejskie Dni Pracy - Dzień Niemiecki</i>). The event was planned in connection with the opening of the German labour market. The event was addressed to the unemployed and jobseekers, including students of the last years of vocational schools and university students, interested in working in Germany.</p> <p>It was attended by German EURES advisors and German employers. During the meeting, seasonal job opportunities in Germany were presented, as well as living and working conditions in this country, with special regard to information on principles of conducting economic action. German EURES advisors and EURES staff of the VLO Olsztyn presented to interested persons current job offers, mainly seasonal job offers in Germany but also in other EU/EEA countries. Moreover, employers participating in the event conducted initial recruitment as a result of which 150 persons</p>

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		<p>were offered a chance to work in Germany. All interested persons participating in the event had the possibility of submitting an application related to seasonal employment in Germany. German EURES advisors – representatives of ZAV from Bonn – made a declaration that the applications would constitute a "bank of experts" which would be used by German employers.</p> <p>On 4–6 March 2011, EJD took place in Poznań. The event gathered EURES advisors from the EU/EEA countries, foreign employers, as well as representatives of the PLO, SII, National Health Fund, National Labour Inspectorate (PIP), Poznań City Office and Academic Career Centres. The total of 31 stands were prepared, together with one room where lectures on conditions of working and living abroad were conducted and two workshop rooms where a three-day workshop concerning self-presentation, establishing and conducting economic action at home and abroad and the choice of one's own career path was held. The event was advertised by means of posters, TV ads and press articles.</p> <p>Results / outcomes achieved: Number of EJD to be organised in Poland by the VLO: ca. 3; Number of persons visiting EJD: ca. 10,600; Number of exhibitors (including foreign employers, institutions, etc.): ca. 70; Number of persons participating in workshops: ca. 57; Number of presented vacancies in Poland and abroad: ca. 1,800; Number of conducted job interviews: ca. 800; Number of persons who found employment: ca. 160; Number of press publications promoting the event: ca. 15; Number of persons who participated in presentations: ca. 200.</p> <p>Target groups the action reached: the unemployed and jobseekers from Poland and other EU/EEA countries, persons interesting in working in the EU/EEA countries; persons interesting in changing jobs; school and university students and graduates; employers from the EU/EEA countries; Monsterpolska.pl, Itaka Foundation, Solvit and "E-Bridge 2 mobility" programme.</p> <p>including:</p> <ol style="list-style-type: none"> 1. The EEA countries taking part in the action: Poland, Germany, Bulgaria, Lithuania, the Czech Republic, Denmark, Norway, Sweden, Belgium, Switzerland, Ireland, Great Britain, France, Slovenia, Italy. 2. Organisations from Poland and abroad participating in the action or reached through the action: the VLO, the PES from Germany, including EURES staff, employers, Europass, Eurodesk, SII, National Health Fund, NLI, ACC.
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		<p>Type of event: European Job Day</p> <hr/> <p>Place and date of the event: Poznań 4-6.03.2011, Olsztyn 30.03.2011, Warsaw 07.05.2011</p> <hr/> <p>Description of the event participants:</p> <p>1. Number of participants: 10,600</p> <p>2. Countries and organisations of participants: Poland, Germany, Bulgaria, Lithuania, the Czech Republic, Denmark, Norway, Sweden, Belgium, Switzerland, Ireland, Great Britain, France, Slovenia, Italy; the VLO, employers, the PES from Germany, including EURES staff.</p> <p>Outcomes of the event: Improving knowledge about living and working conditions and the situation on the European labour market, providing assistance to persons interested in employment in the EU/EEA countries, promotion of EURES action and services, providing access to job offers from the EU/EEA countries and the possibility of establishing a direct contact with foreign employers.</p> <hr/> <p>Written outputs and information/dissemination materials:</p> <p>1. Title: press articles and advertisements, banner advertisements, posters, TV ads.</p> <p>2. Main subject of the publication: promotion and information concerning events organised by EURES (EJD)</p> <p>3. Number of copies: 177</p> <p>4. Main target group of these materials: the unemployed, persons looking for a job and opportunity to study in the EU/EEA countries, persons interested in working abroad, participants of EJD.</p> <p>5. How many language versions were produced: 1 (Polish)</p>
<p><u>Arrangements between EURES partners from sending and host states to support</u></p>	<p>The VLO Gdańsk organised one visit at a foreign employer, instead of three business trips in the Netherlands, Italy</p>	<p>Activity description.</p> <p>The activity involved:</p>

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<p><u>mobile workers</u></p> <p>The activity involves including Polish representatives of EURES in the following events abroad, on the territory of the EU/EEA: seminars and workshops relating to the labour market, surplus and deficit professions, integration of emigrants, living and working conditions; Irish project "Dialogue"; conference of European networks of mobility on the labour market, conference for students and workers from the health sector on the possibilities of taking up employment in the EEA countries and others.</p>	<p>and Spain. The change was due to the current situation on the labour market and the current demand. The goal of the visit remained unchanged.</p>	<p>- EURES staff from the VLO Gdańsk went on a business trip to Great Britain during which it met with "Winchester Growers" employer. The company provides seasonal job offers for non-qualified workers in daffodil production and transport. The visit allowed for discussing job offers for 2011/2012 season and verifying working conditions and social conditions of Polish workers hired through EURES at the VLO Gdańsk.</p> <p>EURES advisors participated in the International EURES Employment and Advise Fair in Dundalk, EURES Employment & Advise Fair in Limerick, EURES Employment and Advise Fair in Dublin and workshops organised as part of the Dialogue Forum in Dublin, Ireland, in order to disseminate information concerning job opportunities in Poland, living and working conditions, Polish labour market, possibilities of starting up business in Poland, including information on a programmes addressed to Polish citizens returning to Poland, like the "Returns" (Polish: <i>Powroty</i>) website, as well as information on social security systems coordination.</p> <p>Two EURES line managers participated in a seminar in Malmö, Sweden, devoted to the topic of a sustainable mobility, as well as exchange of information on good practices (e.g. Swedish project "Move to Dalarna"). The perspectives of development of labour markets in selected regions of the EEA and the demand for employees in given industries were discussed.</p> <p>An EURES advisor participated in a training seminar in Würzburg, Germany, devoted to living and working conditions in Poland and the Netherlands. The training was addressed to advisors and employees of institutions providing assistance to migrants – both German migrants going abroad, as well as Polish migrants who need advice or assistance, including social assistance.</p> <p>Results / outcomes achieved: Number of visits abroad of EURES advisors: ca. 8; Number of contacts with EURES partners: ca. 21; Number of visits to employers from abroad: ca. 4; Number of EURES advisors with whom arrangements will be made: ca. 26; Number of advisory sessions with the participants of the above events - ca. 300; Number of Polish employers serviced as a result of visits of the Polish EURES staff abroad - 320; Number of vacancies of the above Polish employers – 320.</p>
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		<p>Target groups the action reached: the unemployed, jobseekers, labour market partners, Polish and foreign EURES staff,</p> <p>including:</p> <ol style="list-style-type: none"> 1. The EEA countries taking part in the action: Poland, Germany, Lithuania, Denmark, Norway, Sweden, Switzerland, Ireland, Great Britain, Italy, Austria, Belgium, the Czech Republic, Finland, France, Germany, Hungary, Latvia, Slovakia, Slovenia, the Netherlands, Spain, Bulgaria 2. Organisations from Poland and abroad participating in the action or reached through the action: the PES from the EU/EEA countries, including EURES staff, foreign employers, Migration Worker Facilitator, FAS, Irish training institutions, Federal Office for Migration, Bern; Rafaelswerk, Diaconies. <p>Type of event: business trip abroad, job and information fair, seminar, workshops.</p> <p>Place and date of the event: Wrocław 12-13.04.2011; Great Britain 30.03-01.04.2011; Sweden (Malmö) 29-30.09.10, Germany (Würzburg) 17-19.11.10; Ireland (Dundalk) 26-27.11.10; Ireland (Dublin) 19.04.11; Ireland (Dublin) 19- 20.05.11; Limerick 27- 28.05.11.</p> <p>Description of the event participants:</p> <ol style="list-style-type: none"> 1. Number of participants: ca. 4,000 2. Countries and organisations of participants: Poland, Germany, Lithuania, Denmark, Norway, Sweden, Switzerland, Ireland, Great Britain, Italy, Austria, Belgium, the Czech Republic, Finland, France, Germany, Hungary, Latvia, Slovakia, Slovenia, the Netherlands, Spain, Bulgaria <p>Outcomes of the event: Initiating co-operation with EURES advisors from the EU/EEA countries, acquiring job offers, exchanging information on living and working conditions between EURES staff from the EU/EEA countries, initiating co-operation with foreign employers, initiating co-operation with the representatives of social security institutions in the area of social security systems coordination, increasing mobility of Polish citizens wishing to return to Poland or to go to a different EEA country.</p>
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<p><u>Mobility of graduates and young people</u></p> <p>The activity involves organising information meeting in form of workshops for young people (students or graduates).</p>	<p>Less people participated in the organised meeting than it was initially planned. Instead of 15, there were 13 participants.</p>	<p>Activity description:</p> <p>On 5 April 2011, information meeting for students was organised. The aim of the meeting was to provide the participants with information about EURES – its services and possibilities it offers, e.g. through Internet websites. During the meeting the participants received information materials.</p>
		<p>Results / outcomes achieved: Number of events for young people: 1; Number of participating young people: 13; Number of information materials for young people participating in the event: type – 1, number of copies – ca. 15 pcs.</p>
		<p>Target groups the action reached:</p> <p>including: students</p> <p>1. The EEA countries taking part in the action: Poland</p> <p>2. Organisations from Poland and abroad participating in the action or reached through the action: not applicable</p>
		<p>Type of event: information meeting</p>
		<p>Place and date of the event: Nysa 05.04.2011</p>
		<p>Description of the event participants:</p> <p>1. Number of participants: 13</p> <p>2. Countries and organisations of participants: Poland</p> <p>3. Outcomes of the event: Improving participants' knowledge on EURES network and services it offers, safe work abroad and job opportunities on the European labour markets.</p>

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GUIDELINE No. 4 – Networking with other stakeholders

<p><u>Co-operation with stakeholders on the regional labour market</u></p> <p>The following activities were planned under the action:</p> <ul style="list-style-type: none"> – Organisation of information meetings for VLC, ACO and other stakeholders on the regional labour market. During the meetings information concerning the EURES network services was to be provided, the rules concerning co-operation and participation in common undertakings were to be discussed, the issue of the EURES actions co-ordination at the local level and development of mobility forms promotion among the region citizens was to be raised. – Sending letters along with the information materials about EURES to the partners and beneficiaries; 	<p>Due to the late date of signing the agreements, most actions were taken by the VLO cost free or from other sources of financing, including, for example, cost free continuation of co-operation in the field of exchanging information e.g. with ACO, VLC, GIC, universities, Social Welfare Centre, Social Integration Clubs; the stakeholders who had not been involved in co-operation before, were invited to co-operation, job offers were promoted at the labour market partners', and there was the participation in the events organised by them, information meetings with stakeholders on the regional labour market were organised, letters along with the information materials about EURES were sent, etc.</p>	<p>Activity description :</p> <p>The activity involved:</p> <ul style="list-style-type: none"> - letters including information materials about EURES were sent to 30 stakeholders of the regional labour market, and they covered the following information: what EURES is, when it was developed, what it offers, what scope of information it includes, what the structure of the network is, human and Internet resources, including the websites: www.eures.europa.eu, www.eures.praca.gov.pl, www.eures.wup.opole.pl, CV database, job offers database, the issues of starting a job abroad safely, other channels of starting a job abroad. - the information meeting about actions implemented by EURES with shareholders on the regional labour market was organised in the VLO Białystok. The aim of the meeting was to forward information about the actions implemented by EURES in the budget year 2009/2010, actions which were planned to be implemented in 2010/2011, and information about the study visit of vocational advisors in Denmark, job demand in Podlaskie Voivodeship. The discussion about developing co-operation mechanisms in the field of implemented actions was held during the meeting. <p>Results / outcomes achieved: Number of external institutions with which co-operation was launched: ca. 30, number of organised meetings: 1, Number of participants of the meeting: ca. 26.</p> <p>Target groups the action reached: the PLO, chambers of crafts and chambers of commerce, VLC, ACO, GIC, non-governmental organisations (associations and foundations), trade unions, the National Labour Inspectorate.</p> <p>including:</p> <ol style="list-style-type: none"> 1. The EEA countries taking part in the action: <i>not applicable</i> 2. Organisations from Poland and abroad participating in the action or reached through the action:
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<p>– Publishing information articles in the regional media which are addressed to employers and employers' organisations about the procedures concerning the employment of the EEA countries nationals, as well as the possibility of forwarding job offers to Polish citizens abroad who are interested in returning to the country.</p> <p>– Participation of the EURES advisors in workshops, information meetings or job fairs organised in the region. During the meetings the EURES advisors were to inform beneficiaries (students and graduates) about the services offered by the EURES network, safe departures abroad as well as living and working conditions in different EEA Countries. The advisors were also to present job offers from abroad and hand out leaflets and materials promoting EURES IT tools.</p> <p>- Launching co-operation with ACO or GIC and institutions of</p>	<p>the PLO, VLC, ACO, GIC, the National Labour Inspectorate, Opolska Chamber of Crafts, trade unions, non-governmental organisations, chambers of commerce.</p>
	<p>Type of event: information meeting, information materials</p>
	<p>Place and date of the event: Białystok 18.01.2011</p>
	<p>Description of the event participants:</p> <p>1. Number of participants: 56</p> <p>2. Countries and organisations of participants: Poland, the PLO, VLC, ACO, GIC, the National Labour Inspectorate, Opolska Chamber of Crafts, trade unions, non-governmental organisations, chambers of commerce</p> <p>3. Outcomes of the event: developing the co-operation mechanisms in the field of actions implemented under EURES in 2010/ 2011, increasing knowledge about the EURES network among shareholders on the regional labour market, establishing and intensifying co-operation with shareholders on the regional labour market.</p>

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<p>large flow of people potentially interested in starting a job or studying abroad, and those institutions had not cooperated with the VLO yet. Promotion of job offers at labour market partners' and participation in the events organised by them were planned within the framework of the co-operation. Inviting partners to take part in or visit the European Job Days and deliver a presentation of their services was also planned.</p>		
<p><u>Co-operation with other EU networks</u></p> <p>The following activities were planned under the action:</p> <ul style="list-style-type: none"> - establishing co-operation or continuation thereof with other networks of the European scope, for example, such as EUROPASS, Europe Direct, SOLVIT, PLOTEUS, EURAXESS, ECAS, by means of information meetings, participation of the networks' representatives in job fairs, recruitments, conferences, etc. 	<p>Due to the late date of signing the agreements, there was no participation in the events organised by the EU networks.</p> <p>Inviting the EU network representatives to the meeting with the unemployed was given up. The PLOs were interested in the issues of safe departures to work and opening of new labour markets.</p> <p>Due to lower interest of the participants, in the seminar dedicated to EURES and other EU networks 67 persons participated instead of the planned 80 persons.</p>	<p>Activity description : The activity involved:</p> <ul style="list-style-type: none"> - organising meetings with other EU networks operating in the field of supporting the mobility, in order to exchange experience, information and developing common co-operation ground. Information concerning e.g. the rules of functioning of the EURES network and services provided under EURES, European educational projects, and actions for the youth taken in the region, was forwarded during the meetings. Moreover, the meetings contributed also to the exchange of information and support of common undertakings, organised together in the future; - On 16.03.2011 the seminar entitled "Rules and possibilities of supporting migrant persons" (Polish: <i>Zasady i możliwości wspierania osób migrujących</i>) was organised in the VLO Warsaw. The participants of the meeting covered: representatives of the PLO, VLO, ACO as well as representatives of other labour market partners, such as: the Office of the Human Rights Defender, SOLVIT Centre, Centre of Migration Research UW, Mazowsze, Kurpie and Podlasie Chamber of Crafts, Mazowieckie Office of the Voivode – Department of Foreigners, "Open Door" (Polish: <i>Otwarte Drzwi</i>) Association, Vocational Development Centre, VLC, Trade Unions Forum, the Foundation for Social and Economic Initiatives, Europe Direct, Eurodesk, Foundation for the

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<p>- organising the seminar dedicated to EURES and other EU networks for the employees of organisations and institutions dealing with employment issues in the Mazowieckie Voivodeship area.</p> <p>- implementation, together with the representatives of the Europe Direct network, the information campaign about the European job placement under EURES, safe departures abroad and the EU/EEA countries' labour markets.</p> <p>- inviting the EU network representatives to the meetings with the unemployed and job seekers in Poviats Labour Offices</p>		<p>Development of the Education System, Union of Citizens Advice Bureaux. The following issues were discussed during the seminar: economic migrations from Poland in the context of opening the labour markets of Germany and Austria, Eurodesk's activities in Poland, traineeship projects for graduates, unemployed and vocational advisors under Leonardo da Vinci programme, actions of Europe Direct Information Point in Warsaw, Solvit as the system of solving the internal market problems, activities of the Union of Citizens Advice Bureaux, and actions undertaken under the EURES network.</p> <p>- The EURES staff from the VLO Bydgoszcz participated in the meeting organised by Europe Direct. The aim of the meeting was the exchange of information about the possibility of searching for a job under the EURES network, taking into account the IT tools available under EURES, and discussing the rules of future co-operation.</p> <p>Results / outcomes achieved: The number of networks with which co-operation was launched: ca. 4; The number of VLO contacts with the EU networks in order to launch co-operation: ca. 4; Number of participants of the seminar: ca. 67; The number of events in which the EURES staff participated: 1.</p> <p>Target groups the action reached: GIC, universities and high schools, chambers of crafts and chambers of commerce, associations, the VLC, ACO, the EU networks:</p> <p>including:</p> <ol style="list-style-type: none"> 1. The EEA countries taking part in the action: Poland, Germany. 2. Organisations from Poland and abroad participating in the action or reached through the action: Europe Direct, Europass, Eurodesk, EURES, SOLVIT, EURES staff from Germany, University of Economy in Bydgoszcz, VLC, PLO, Regional Contact Point of the EU Research Programmes, Office for International Co-operation of the University of Warmia and Mazury in Olsztyn, ACO, trade unions and associations of employers, non-governmental organisations (associations and foundations), Office of the Human Rights Defender, Centre of Migration Research UW, Mazowsze, Kurpie and Podlasie Chamber of Crafts, Mazowieckie Office of the Voivode – Department of Foreigners, "Open Door" (Polish: <i>Otwarte Drzwi</i>) Association, Vocational Development Centre, Trade Unions Forum, the Foundation for Social and Economic Initiatives, Foundation for the
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		<p>Development of the Education System, Union of Citizens Advice Bureaux.</p> <hr/> <p>Type of event: information meetings, a seminar, job fairs</p> <hr/> <p>Place and date of the event: Legnica 20.05.2011, Warsaw 26.05.2011, Bydgoszcz 23.05.2011, Warsaw 16.03.2011</p> <hr/> <p>Description of the event participants:</p> <ol style="list-style-type: none"> 1. Number of participants: ca. 117 2. Countries and organisations of participants: Poland, Germany; Europe Direct, Europass, Eurodesk, EURES, SOLVIT, EURES staff from Germany, University of Economy in Bydgoszcz, VLC, PLO, Regional Contact Point of the EU Research Programmes, Office for International Co-operation of the University of Warmia and Mazury, ACO, trade unions and associations of employers, non-governmental organisations (associations and foundations), Office of the Human Rights Defender, Centre of Migration Research UW, Mazowsze, Kurpie and Podlasie Chamber of Crafts, Mazowieckie Office of the Voivode – Department of Foreigners, “Open Door” (Polish: <i>Otwarte Drzwi</i>) Association, Vocational Development Centre, Trade Unions Forum, the Foundation for Social and Economic Initiatives, Foundation for the Development of the Education System, Union of Citizens Advice Bureaux. 3. Outcomes of the event: launching co-operation between the EURES staff and other EU networks, exchange of information about the services, determining initial actions with regard to future co-operation.
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<p><u>Regional trainings for the employees of the PLOs implementing EURES tasks</u></p> <p>Regional trainings were planned for the PLOs staff implementing EURES tasks.</p>	<p>The VLO Wałbrzych: a 1-day training was organised instead of a 2-day training due to reasons related to logistics</p> <p>The VLO Kraków – 2 trainings were carried out instead of the 3 trainings planned due to the delay related to the signing of the EURES grant agreement</p> <p>The VLO Łódź – the funds allocated for implementation of the action were sufficient (due to savings made on catering services) to additionally provide transport for the training participants which had not been foreseen in the project.</p> <p>The VLO Rzeszów – 1 training was carried out instead of the 2 trainings planned due to the delay related to the signing of the EURES grant agreement</p> <p>The VLO Szczecin – the number of trainings was reduced from the 2 trainings planned to one 2-day training due to reasons related to logistics.</p> <p>The VLO Zielona Góra – 1 training was carried out instead of the 2 trainings planned due to the delay related to the signing of the EURES grant agreement</p>	<p>Action description :</p> <p>A total of 23 regional trainings were organised in total, including :</p> <ol style="list-style-type: none"> 1) on public relations and development of soft skills useful in the work of the EURES staff, 2) on the topics related to labour markets of the selected EEA countries (with special attention to Germany, Austria and Switzerland), recognition of vocational qualifications, practical forms of conducting business and procedures related to delegation of workers, 3) on functioning of the EURES network in the regions and guidelines of the MLSP and the European Commission; 4) on methods of recruitment of workers in EURES, 5) on standards of job placement services and competences of the EURES staff, 6) on diagnosing the needs of clients and on working in the network and in the international environment, 7) on the problems of prevention and combating of human trafficking in the context of the unemployed persons taking up jobs abroad, 8) on changes in the legislation which regulates the coordination of the social security systems. <p>Results / outcomes achieved:</p> <p>Improving co-operation within the EURES regional network, increasing the knowledge of the PLO employees on the contemporary models of personnel management, recruitment techniques and tools and in the same way improving the quality of services provided to EURES clients.</p> <p>Target groups the action reached:</p> <p>job exchange specialists implementing EURES tasks in the PLOs and the VLOs – improving professional skills and competences, developing their soft skills, increasing their knowledge on different aspects of mobility; starting co-operation with European networks supporting mobility. In the context of the opening of new labour markets for Polish citizens, the action helped to deepen the knowledge on the social security systems in Germany, Austria and Switzerland, starting co-operation with foreign health care funds as part of the co-operation with employers from the countries including:</p>
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		<p>1. The EEA countries taking part in the action: Germany; the Netherlands, Norway, Finland (as part of Job Fairs organised in Świętokrzyskie Voivodeship)</p> <p>2. Organisations from Poland and abroad participating in the action or reached through the action : National Health Fund, VLC, EuroDesk, Enterprise Europe Network, EUROPASS, EURODESK, The Union of Citizens Advice Bureaux</p> <p>Type of event: trainings, including multimedia presentations, workshops and lectures</p> <p>Place and date of the event: Katowice, 15.11.2010; Poznań, 18.11.10; Legnica , 20.12.10; Kielce, 15.02. 2011; Łądek Zdrój, 23-25.02.11; Warsaw, 23.02.2011; Władysławowo, 23-25.03.2011; Łąkomín, 30.03 - 01.04.2011; Olsztyn, 31.03 - 01.04.2011; Kielce, 11-12.04.2011; Dębe, 14-15.04.2011, 18-19.04.11; Kraków, 27.04.11; Szczyrk, 28-29.04.2011; Nałęczów, 9-10.05.11; Kraków, 11-12.05.11; Kudowa Zdrój, 11-13.05.11; Opole, 13.05.11; Rzeszów, 13.05.11; Przysiek, 18-19.05.11; Smardzewice, 24-25.05.11; Międzyzdroje, 26-27.05.11;</p> <p>Description of the event participants:</p> <p>1. Number of participants: 741 persons – EURES staff of the VLOs and the PLOs. 2. Countries and organisations of participants: Poland 3. Outcomes of the event: improving co-operation within the EURES regional network, raising the quality of services provided to EURES clients.</p> <p>Written outputs and information/dissemination materials</p> <p>1. Title: Information materials (presentations) for training. 2. Main subject of the publication: Job placement – a competent support in the recruitment process. 3. Number of copies: 1000 4. Main target group of these materials: job exchange specialists from the PLOs</p>
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		5. How many language versions were produced: 1
<p><u>Training of EURES staff at the national level</u></p> <p>A pre-initial training was planned to be carried out for candidates for the posts of EURES advisors who were qualified to take part in the European training in the "Initial Training" cycle.</p>		<p>Action description : Participation of candidates for EURES advisors in the training of the "EURES Pre-training 2011" cycle</p> <hr/> <p>Results / outcomes achieved: Participation of 13 members of EURES personnel in the training of the "EURES Pre-training 2011" cycle. The training curriculum was implemented according to the European Commission guidelines</p> <hr/> <p>Target groups the action reached: EURES staff - candidates for EURES advisors delegated to take part in the European Initial Training and new employees of the VLOs implementing the EURES tasks who had not participated in such training before.</p> <hr/> <p>Type of event: training</p> <hr/> <p>Place and date of the event: Warsaw, 4.03.11</p> <hr/> <p>Description of the event participants: EURES staff (candidates for EURES advisors and new EURES staff who had not participated in such training before)</p> <p>1. Number of participants: 13</p> <p>3. Outcomes of the event: "EURES Pre-training 2011" - the training curriculum was implemented according to the European Commission guidelines: preparation of candidates for EURES advisors for participation in the European training, in terms of the necessary knowledge. The training involved also the new EURES staff who had not participated in such training before.</p>

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<p><u>Training of the EURES personnel at the European level</u></p> <p>The participation of EURES advisors in European trainings of the "Advance" training cycle organised by the European Commission.</p>	<p>Six participants took part in the "Initial Training 2010" and final IT 2010 conference out of the 11 participants who were planned to take part in the training. Four candidates for new EURES advisors took part in "IT 2011", the cost of participation of 1 person from the social partner organisation was covered from the budget of EURES-T Beskydy partnership</p> <p>Seven participants took part in the trainings out of the ca. 25 participants who were planned to take part therein. The small number of participants results from a limited number of places in the training compared to the number of applying candidates.</p>	<p>Action description :</p> <p>Participation of 4 candidates for EURES advisors in the trainings of the "EURES Initial Training 2010 and 2011":</p> <ol style="list-style-type: none"> 1) 2 candidates for EURES advisors took part in the training in Vilnius, Lithuania, 13-18.06.2010 2) 4 candidates for EURES advisors took part in the training in Bologna, Italy, 9-10.09.2010 3) 4 candidates for EURES advisors took part in the trainings of the "EURES Initial Training 2011" in Manchester, Great Britain, 20-25.03.2011 <p>Participation of EURES advisors in the trainings of the "EURES Advanced Training 2010 and 2011" cycle:</p> <ol style="list-style-type: none"> 1) participation of EURES manager in the training in Milan, Italy, 29-30.06.2010 2) 1 EURES advisor took part in the training in Riga, Latvia, 12-14.10.2010 3) 1 EURES advisor took part in the training in Vilnius, Lithuania, 23-25.11.2010. 4) 1 EURES advisor took part in the training in Bucharest, Romania, 13-14.12.2010 5) 1 EURES advisor took part in the training in Luxembourg, 22-24.02.2011. 6) 2 EURES advisors took part in the training in Bologna, Italy, 23-26.05.2011 <p>Results / outcomes achieved:</p> <p>Participation of 4 candidates for EURES advisors in the trainings of the "EURES Initial Training 2010 and 2011" cycle.</p> <p>Participation of EURES manager and 6 EURES advisors in the trainings of the "EURES Advanced Training 2010 oraz 2011" cycle</p> <p>Type of event: European trainings</p> <p>Place and date of the event: Trainings of the IT 2010 and 2011 cycle:</p> <ol style="list-style-type: none"> 1) Vilnius, Lithuania, 13-18.06.2010 2) Bologna, Italy, 9-10.09. 2010
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		<p>3) Manchester, Great Britain, 20-25.03.2011</p> <p>Trainings of the "EURES Advanced 2010 and 2011" cycle:</p> <ol style="list-style-type: none"> 1) Milan, Italy, 29-30.06.2010 2) Riga, Latvia, 12-14.10.2010 3) Vilnius, Lithuania, 23-25.11.2010 4) Bucharest, Romania, 13-14.12.2010 5) Luxembourg, 22-24.02.2011 6) Bologna, Italy, 23-26.05.2011 <p>Description of the event participants: trainings organised by EC</p>
<p><u>Annual conference for the EURES staff</u></p> <p>The organisation of the annual conference for the EURES staff was planned</p>		<p>Action description :</p> <p>The participation of the EURES staff from the VLOs and the PLOs from cross-border areas in the EURES national conference</p> <p>Results / outcomes achieved:</p> <p>The participation of 57 persons - the EURES staff of the VLOs and the PLOs from cross-border areas in the EURES national conference. The conference programme was implemented according to the plan</p> <p>Target groups the action reached: EURES staff</p> <p>Type of event: conference</p> <p>Place and date of the event: Konstancin near Warsaw, 6-8.10.2010</p> <p>Description of the event participants: EURES staff</p> <ol style="list-style-type: none"> 1. Number of participants: 57 2. Countries and organisations of participants: Polish EURES staff

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		<p>3. Outcomes of the event: The conference programme was implemented according to the plan: experience sharing of the EURES personnel from implementation of the EURES grant and discussing the actions planned for 2010/2011.</p>
<p><u>Financial audit</u> Examination of the regularity of expenditure of the EU funds under the VS/2010/0661 agreement for the operation of the EURES network.</p>		<p>Action description : An external auditor carried out a control of regularity of the use of funds awarded under the detailed agreement no. VS/2010/0661 (SI2.576247) on the award of grant for the action entitled: „VS/2010/0661 EURES 2010/2011 Annual Work Programme – Poland”</p> <p>Results / outcomes achieved: An analysis was performed of financial expenditure incurred for implementation of the EURES actions in the period from June 2010 to May 2011, which resulted in the confirmation of their correct use.</p>
<p><u>Meetings, working groups, conferences at the EU level</u> The participation of the EURES MLSP co-ordination team in the European-level EURES working groups meetings and conferences was planned.</p>		<p>Action description : Participation of 1 person from the co-ordination team in 8 meetings/conferences organised by the European Commission:</p> <ol style="list-style-type: none"> 1) EURES Working Party: Madrid, Spain, 7-9 .06. 2010 2) EURES IT Working Party: Brussels, Belgium, 16.06 2010 3) EURES Training Working Group, Brussels, Belgium, 22.06 2010 4) EURES Training Working Group, Brussels, Belgium, 10.11 2010 5) European Job Mobility Day & EURES Working Group, Brussels & Antwerp, Belgium, 16-20.11.2010 6) EURES Training Working Group, Brussels, Belgium, 02.02 2011 7) EURES Information Working Group, Brussels, Belgium, 25.02.2011 8) EURES Working Party, Szekesfehervar, Hungary, 23-25.05.2011. <p>Results / outcomes achieved: Improvement in communication and information flow within the EURES network and improvement of management of the national EURES network</p>

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		Target groups the action reached: action organised by the European Commission
		Type of event: meetings, conference
		Place and date of the event: 1) EURES Working Party: Madrid, Spain, 7-9.06.2010 2) EURES IT Working Group: Brussels, Belgium, 16.06 2010 3) EURES Training Working Group, Brussels, Belgium, 22.06 2010 4) EURES Training Working Group, Brussels, Belgium, 10.11.2010 5) European Job Mobility Day & EURES Working Group, Brussels & Antwerp, Belgium, 16-20.11.2010 6) EURES Training Working Group, Brussels, Belgium, 02.02.2011 7) EURES Information Working Group, Brussels, Belgium, 25.02.2011 8) EURES Working Party, Szekesfehervar, Hungary, 23-25.05.2011

GUIDELINE No. 6 - Implementing cross-border activities

<p><u>Regarding Guideline No. 1:</u> <u>Training for staff of partner labour offices (EURES Odra-Oder)</u></p> <p>Planned implementation of regional trainings for the EURES staff of partner labour offices under the EURES Odra-Oder</p>	<p>In the third quarter of 2010 there were plans to organise a two-day training at the partner office in Eberswalde for 4 workers of the PLO in Gryfino, including a study visit in the German labour office in Eberswalde - action not completed because of timing issues (lack of availability of partner organizations in the period when action was feasible)</p> <p>There were plans for 1-day training</p>	Action description:
		<p>Representatives of the VLO and the PLO Słubice, Żagań and Międzyrzecze participated in trainings organised by the German partners in Cottbus.</p> <p>Results / outcomes achieved:</p> <p>Two VLO employees and two employees from each partner labour offices participated in the training. They familiarised themselves with the functioning of the German labour offices, the process of handling clients in the office, the types of unemployment benefits and forms of assistance to the persons in need. They also became acquainted with the forms of vocational and dual training in Germany.</p>

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<p>initiative</p>	<p>carried out by the VLO in Zielona Góra in the Polish-German cross-border region, for the employees of Polish and German labour offices involved in <i>EURES Odra-Oder</i> - action not completed because of timing issues (lack of availability of partner organisations in the period when action was feasible)</p>	<p>Target groups the action reached: Employees of labour offices in Poland and Germany. including:</p> <ol style="list-style-type: none"> 1. The EEA countries taking part in the action: Poland, Germany 2. Organisations from Poland and abroad participating in the action or reached through the action: <p>Type of event: training</p> <p>Place and date of the event: Cottbus, Germany 13-14.03.11</p> <p>Description of the event participants:</p> <ol style="list-style-type: none"> 1. Number of participants: 10 participants from Poland 2. Countries and organisations of participants: Poland, Germany 3. Outcomes of the event: participants familiarised themselves with the functioning of the German labour offices, the process of handling clients in the office, the types of unemployment benefits and forms of assistance to the persons in need. They also became acquainted with the forms of vocational and dual training in Germany.
<p><u>Regarding Guideline No. 1:</u> <u>Information campaigns to inform PES clients on EURES (EURES Biały Las, Odra-Oder)</u> - plans to organise Lithuanian Day under the <i>EURES Biały Las</i> initiative -plans to organise working meetings with representatives of partner labour offices under the</p>	<p><i>EURES Biały Las</i> - Organisation of Lithuanian Day The form of a conference was adopted in place of the planned open-air event (without renting exhibition stands and the wider promotion of the event in the media)</p> <p><i>EURES Odra-Oder</i> - a commission to create information materials. Planned</p>	<p>Action description:</p> <p><i>EURES Biały Las</i> A conference "Lithuanian Day - Developing cross-border co-operation" (Polish: <i>Dzień Litewski – Rozwój współpracy trans granicznej</i>) was organised, where information was presented on the labour market situation in Sejny Powiat, Alytus and Lazdijaj and on EURES services aimed at employers as well as good practices within the institutional co-operation.</p> <p><i>EURES Odra-Oder</i> Information and working meetings were organised. This first meeting was to prepare the publication on the preparation of application documents for taking jobs and business registration in Germany and to exchange information on the situation on the labour market in partner Poviats.</p>

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<p><i>EURES Odra-Oder</i> initiative</p> <p>-planned participation of representatives of the PLO Świnoujście and the PLO Police in cross-border events (such as Information Days) organised under the <i>EURES Odra-Oder</i> initiative</p> <p>-planned organisation of a conference on the opening of the German labour market by the VLO Zielona Góra</p> <p>-planned participation of the EURES staff from the VLO Zielona Góra and the PLO Żagań and the PLO Międzyrzecze in events organised under the <i>EURES Odra-Oder</i> initiative (e.g. information days, job fairs, etc.) in Poland and in Germany</p>	<p>publication in electronic version is being prepared.</p> <p>A two-day working meeting was planned for partner labour offices from Poland and Germany on the common preparation of a publication on the border labour market – an interpreter was to be on the meeting to interpret the talks. This task was extended to translation of documentation prepared by the German side for comprehensive services on the meeting. It allowed to obtain valuable information in a written form, which will be used in the preparation of a written publication planned under the implementation of the EURES 2011/2012 grant.</p> <p>Scheduled meeting place (Gryfino) has been changed to other (Cedynia) due to lower organisation costs. The meeting was not attended by one of the partners - the PLO Police because it was not possible for the partner to arrive at the specified date.</p> <p>Representative of the PLO Słubice did not participate in the information and recruitment days due to lack of possibility to delegate its staff. It did not affect the implementation of the action.</p>	<p>Representatives of the German side presented the issues on the following topics: "Living and working conditions in Germany" (Polish: <i>Warunki życia i pracy w Niemczech</i>), "Organisation of the labour office in Germany, the current situation on the labour market" (Polish: <i>Organizacja urzędu pracy w Niemczech, aktualna sytuacja na rynku pracy</i>), "Doing business in Germany - conditions, co-operation with authorities, costs, mandatory insurance" (Polish: <i>Prowadzenie działalności gospodarczej w Niemczech – warunki, współpraca z urzędami, koszty, obowiązkowe ubezpieczenia</i>); "The labour market in the region of Uckermark" (Polish: <i>Rynek pracy w rejonie Uckermark</i>); "Requirements of German employers for specific specialists" (Polish: <i>Zapotrzebowania pracodawców niemieckich na konkretnych fachowców</i>), "Vocational education in the dual system in Germany" (Polish: <i>Nauka zawodu w dualnym systemie w Niemczech</i>). These data will be used in the development of the publication containing information for people planning to start-up business, taking up employment or seasonal work in Germany, or start learning in a German vocational school. This study will be posted on the PLO Gryfino website: www.pupgryfino.com.pl</p> <p>Design and print of information materials was commissioned. These materials were used during the information and working meeting. Planned publication in electronic version is being prepared. By the day of submission of the report, the PLO Gryfino prepared a framework presentation containing a compendium of knowledge gained during the discussions at the information and working meeting. This information was presented during a series of meetings organised by the PLO Gryfino and its branch office in Chojna in April and May. In addition, a dedicated website on EURES was planned to be created for the PLO Gryfino under the future grant, where the above study will be also posted.</p> <p>The second meeting established the principles of exchange of job offers transferred from the German EURES, the schedule of observing recruited staff and the preliminary details of a meeting of employees of labour offices from Słubice and Frankfurt (Oder).</p> <p>Meetings were held with the unemployed and job seekers. Meetings were held in a cyclical manner, an average of 2 meetings per week.</p>
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	<p>Representative of the PLO Słubice did not participate in Career Days in Zielona Góra, because they were not organised by the VLO due to timing issues.</p> <p>Representative of the PLO Słubice did not participate in the Educational Fair in Zielona Góra, because they were not organised by the VLO due to timing issues.</p> <p>Representative of the PLO Słubice did not participate in Information and career days in Zielona Góra, because they were not organised by the VLO due to timing issues.</p> <p>Representative of the PLO Słubice did not participate in conferences organised by the German partners, because they were not organised.</p> <p>Representative of the PLO Słubice did not participate in information and recruitment days in Żagań due to lack of possibility to delegate staff. It did not affect the implementation of the action.</p> <p>Representative of the PLO Słubice did not participate in the information days on the German side, because they were not</p>	<p>EURES services were promoted at the Job Fairs and representatives attended events promoting EURES services.</p> <p>Employees of Poviát Labour Offices implementing EURES services, in order to gain knowledge of the German labour market, participated in:</p> <ul style="list-style-type: none"> - Seminar on "Labour Law - collective regulations in the European Union, Poland and Germany" (Polish: <i>Prawo pracy - regulacje zbiorowe w Unii Europejskiej, w Polsce i w Niemczech</i>) organised by KOWA, - Conference "The opening of the German labour market from May 2011. Impulses for cross-border economic area" (Polish: <i>Otwarcie Niemieckiego Rynku pracy od maja 2011. Impulsy dla ponadgranicznego obszaru gospodarczego</i>), Germany, Schwedt/Oder, organised by partners from the German side, - Seminar "Basic freedoms of the European Union: the freedom to work" (Polish: <i>Podstawowe swobody Unii Europejskiej: swoboda podejmowania pracy</i>) organised by KOWA, - training course on "Functioning of the Labour Offices in Germany" (Polish: <i>Funkcjonowanie Agencji Pracy w Niemczech</i>), organised by partners from the German side. <p>One conference was organised and conducted in Zielona Góra on the opening of the labour market in Germany.</p> <p>Attendance at a one-day working meeting organised by the PLO in Międzyrzecze.</p> <p>Employees of the VLO and the PLO Słubice and the PLO Międzyrzecze participated in 2-day working meeting organised by the PLO Żagań.</p> <p>The VLO and the PLO representatives participated in meetings organised by the German partners (on the German and Polish side): in Berlin, Frankfurt (Oder), Słubice and Gorzow Wielkopolski</p> <p>Employees of the PLO participated in the conference in Schwedt, organised by the German partners.</p>
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	<p>organised by the German partners.</p> <p>Representative of the PLO Żagań did not participate in the Information and recruitment days in Zielona Góra, Career Days and Educational Fair in Zielona Góra, information days held in the border towns on the German side and the Job Fair in Frankfurt, organised by the German side, due to financial reasons (late conclusion of financial agreements). It did not have a negative impact on the implementation of these actions.</p> <p>Representative of the PLO Żagań did not participate in the Information and recruitment days in Gorzów Wielkopolski because of time constraints (preparations for job fairs in Żagań). It did not affect further implementation of the action.</p> <p>Representative of the PLO Międzyrzecze did not participate in the conference in Zielona Góra for financial reasons (late conclusion of financial agreements).</p> <p>Representative of the PLO Międzyrzecze did not participate in the information days held in the border towns on the German side, and in job fairs in Germany, for financial reasons (late conclusion of financial agreements).</p>	<p>Results / outcomes achieved:</p> <p><i>EURES Biały Las</i></p> <p>Showing the good practices of co-operation with Lithuania, promotion and raising awareness of employers about the EURES services on the cross-border market, promoting cross-border mobility.</p> <p><i>EURES Odra-Oder:</i></p> <p>Co-operation was established with the representatives of the labour office in Germany (Eberswalde and Frankfurt) and with the representatives of German Chamber of Crafts and Chamber of Commerce and Industry. Work has begun on preparation of detailed information materials on the German labour market - for Poles interested in working or doing business in Germany. Owing to the established contacts it was possible to organise very successful Polish - German Job Fair in Chojna on 31.05.2011, with German employers and institutions dealing with labour market issues. Increasing brand awareness of EURES and services provided by EURES in the cross-border region, including the establishment of professional contacts.</p> <p>Target groups the action reached:</p> <p><i>EURES Biały Las:</i></p> <p>Regional employers - obtaining information about co-operation between cross-border regions of Poland and Lithuania and about cross-border mobility.</p> <p><i>EURES Odra-Oder:</i></p> <p>The PES clients from the area of Zachodniopomorskie and Lubuskie Voivodeships, jobseekers, employees wishing to change jobs, the unemployed of the area covered by the co-operation under <i>EURES Odra-Oder</i>, graduates, Polish employers wishing to start business.</p> <p>including: The EEA countries taking part in the action: Poland, Lithuania, Germany</p> <p><i>EURES Biały Las:</i></p> <p>The PLO in Sejny, Labour Exchange in Alytus and Lazdijaj, consular authorities, Health Care Centre, Secondary School Complex, the gmina office, the local authorities</p>
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<p>Representative of the PLO Międzyrzecze did not participate in one of the two planned conferences organised by the German trade unions DGB Berlin - Brandenburg.</p>	<p><i>EURES Odra-Oder:</i></p> <p>The PES from Poland and Germany, the Chamber of Commerce and Industry in Ostbrandenburg and the Chamber of Crafts in Frankfurt (Oder), the PLO in Kamień Pomorski, employers: Casa Familia, Das Alhbeck Hotel & Spa, Job Center Usedom, Promedica24, Agentur für Arbeit Grefswald; Association of the Polish Gminas from the Pomerania Euroregion (Polish: <i>Stowarzyszenie Gmin Polskich Euroregionu Pomerania</i>), West Pomerania Economic Development Association (Polish: <i>Zachodniopomorskie Stowarzyszenie Rozwoju Gospodarczego</i>); Regionsldirektion Berlin Brandenburg der Bundesagentur für Arbeit DGB, AOK, BKK- VBU, IHK, HWK</p>
	<p>Type of event:</p> <p><i>EURES Biały Las:</i> Conference <i>EURES Odra-Oder:</i> Information and working meetings, Cross-border Job Fairs, the Steering Committee meeting, conference, meeting with the unemployed and job seekers and employers, Cross-Border Information and Recruitment Days, Europe Day, Information Days.</p>
	<p>Place and date of the event:</p> <p><i>EURES Odra-Oder:</i> Frankfurt (Oder) 04.02.2011, 11-12.03.11, 15.04.2011; Schwedt, 24.02.11; Berlin 03.03.11; Cedynia, 28-29.03.11; Zielona Góra, 12.04.11; Słubice, 27.04.11; Międzyrzecze, 23.03.11; Żagań 19-21.04.11; Słubice 09.05.2011, Gorzów Wielkopolski. 10.05.2011</p> <p><i>EURES Biały Las:</i> Sejny, 30.05.11</p>
	<p>Description of the event participants:</p> <p>1. Number of participants: <i>EURES Biały Las:</i> ca. 50 people, <i>EURES Odra-Oder:</i> ca. 500 people</p> <p>2. Countries and organisations of participants:</p> <p><i>EURES Biały Las:</i> Lithuania, Poland (PES, Labour Exchange in Alytus and Lazdijaj, local and consular authorities)</p>

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		<p><i>EURES Odra-Oder</i>: The PLO Gryfino and its branch in Chojna, the PLO Świnoujście, the VLO Szczecin, the Labour Office in Eberswalde, the Chamber of Commerce and Industry in Ostbrandenburg, the Chamber of Crafts in Frankfurt (Oder), employers, trade unions, the PES employees</p> <p>3. Outcomes of the event: <i>EURES Biały Las</i> Showing the good practices of co-operation with Lithuania, promotion and raising awareness of employers about the EURES services on the cross-border market, promoting cross-border mobility.</p> <p><i>EURES Odra-Oder</i> Co-operation was established with the representatives of the labour office in Germany (Eberswalde) and with the representatives of the German Chamber of Crafts and the Chamber of Commerce and Industry. Work has begun on preparation of detailed information materials on the German labour market - for Poles interested in working or doing business in Germany. Owing to the established contacts it was possible to organise very successful Polish - German Job Fair in Chojna on 31.05.2011, with German employers and institutions dealing with labour market issues. Increasing brand awareness of EURES and services provided by EURES in the cross-border region, including the establishment of professional contacts.</p>
<p><u>Regarding Guideline No. 1</u> <u>Providing information about EURES services in the VLO publications (<i>EURES Odra – Oder</i>)</u></p> <p>Planned publication of advertisements on the EURES-T in the local media under the <i>EURES Odra-Oder</i> initiative</p>		<p>Action description:</p> <p>Broadcast of an advertisement on the cross-border activities <i>EURES Odra-Oder</i>, repeated periodically in local radio, publication of advertisements on the cross-border activities <i>EURES Odra-Oder</i> in the local newspaper. Promotion of the EURES network, using information advertisements in local newspapers and the media.</p> <p>Results / outcomes achieved:</p> <p>The local radio broadcasted 15 advertisements on EURES T. The local newspaper published three advertisements on EURES T. Increase of awareness about EURES T among unemployed and job seekers and employers,</p>

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		dissemination of EURES services.
<p><u>Regarding Guideline No. 1:</u> <u>Building awareness of EURES clients of the benefits of mobility (EURES Karpaty)</u></p> <p>Planned publication of information on EURES-T in local media and on the website of the VLO Rzeszów on cross-border co-operation under the <i>EURES Karpaty</i> initiative</p>		<p>Target groups the action reached: job seekers in the cross-border regions Odra-Oder, local employers</p> <p>Action description: A series of advertisements was published in regional supplement to "Gazeta Wyborcza". The aim of the campaign was to disseminate knowledge about the opportunities offered by the EURES network associated with the use of the available job offers in the cross-border region of Poland and Slovakia, as well as information on living and working conditions in the cross-border region. The aim of the campaign was also to promote the website on cross-border co-operation in the EURES Karpaty region http://www.pswwp.wup-rzeszow.pl/. The website published information on the situation on the labour market, job offers and living and working conditions in the cross-border region on the Slovak side.</p> <p>Results / outcomes achieved: A series of 4 advertisements was published (circulation 20 thousand copies). An increase in knowledge of EURES clients as regards job opportunities and recruitment of employees on cross-border areas of Poland and Slovakia. Website was visited by 50,190 people, of whom 60% felt that the information presented therein are useful in the search for work in the cross-border regions of Slovakia.</p> <p>Target groups the action reached: The unemployed, job seekers, employers, employees of co-operating institutions. Persons interested in working in the cross-border area of the Slovak Republic acquired knowledge about the possibilities of accessing information on the labour market and the possibility of taking up employment in the cross-border region. Employers received information on recruitment in the cross-border areas of Poland and Slovakia through the EURES network.</p>

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		<p>Type of event: Information campaign</p> <p>Place and date of the event: Podkarpackie Voivodeship, 26-28.02.11, 02.03.11, 04 .03.11</p> <p>Outcome of the event:</p> <p>An increase in knowledge of EURES clients as regards job opportunities and recruitment of employees on cross-border areas of Poland and Slovakia. Website was visited by 50,190 people, of whom 60% felt that the information presented therein are useful in the search for work in the cross-border regions of Slovakia.</p> <p>Written outputs and information/dissemination materials:</p> <ol style="list-style-type: none"> 1. Title: "EURES Services on cross-border labour market" 2. Main subject of the publication: Information on EURES services and information available on the website http://www.pswwp.wup-rzeszow.pl/ 3. Number of copies: 4 advertisements (circulation 20 thousand copies) 4. Main target group of these materials: unemployed and job seekers, employers 5. How many language versions were produced: 1 (Polish)
<p><u>Regarding Guideline No. 2:</u> <u>Information actions and international employment services to Polish employers (EURES Biały Las, Odra – Oder)</u></p> <p><i>EURES Biały Las:</i></p>	<p><i>EURES Biały Las</i> - trips to Lithuania were planned to meet the unemployed and people seeking jobs in Poland. Because of the accumulation of actions it was not possible to make the trip.</p> <p>EURES Odra-Oder – plans to launch 4 consultation points for employers by the PLO Międzyrzecze. PLO completed 2 of 4 planned consultation points.</p>	<p>Action description:</p> <p><i>EURES Biały Las:</i></p> <p>A seminar for local employers was organised, entitled: "Mobility in the cross-border region" (Polish: <i>Mobilność w regionie przygranicznym</i>) with EURES advisors from Lithuania, Podlaskie Observatory of the Labour Market and Economic Forecasts, and an expert in labour law. Information was forwarded on the Podlaskie and Lithuanian labour markets and on the EURES services.</p> <p>Broadcast (radio announcement) was published concerning services of the EURES network and cross-border mobility, sponsored article on the cross-border EURES and employment</p>

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<p>- planned organisation of a seminar for cross-border employers</p> <p>-planned publication of a radio show, sponsored articles about EURES-T</p> <p>-planned visit of Polish EURES staff in Lithuania with unemployed interested in working in Poland.</p> <p><i>EURES Odra-Oder:</i></p> <p>-conferences scheduled by the PLO Żagań,</p> <p>-planned participation of EURES staff from the PLO Żagań, Słubice, Międzyrzecze in the Information Days,</p> <p>-planned opening by the PLO Międzyrzecze of consultation point for Polish employers,</p> <p>-planned printing of information leaflets for Polish employers on employment in the cross-border area.</p>		<p>opportunities for workers from Lithuania was published.</p> <p><i>EURES Odra-Oder:</i> Information leaflet on the EURES Odra-Oder was prepared.</p> <p>EURES staff from the PLO Żagań and Słubice attended the Information Day on "Living and working conditions in Germany" (Polish: <i>Warunki życia i pracy na terenie Niemiec</i>) and "Promotion of the services provided by Powiat and Voivodeship Labour Offices" (Polish: <i>Promocja usług świadczonych przez powiatowe i wojewódzkie urzędy pracy</i>), organised by the PLO Międzyrzecze.</p> <p>Conference was organised by the PLO Żagań on EURES services dedicated for Polish employers.</p> <p>Organisation of a consultation point in Międzyrzecze for Polish employers. Employers were presented the rules of the EURES network functioning, living and working conditions in Germany and methods for employing German citizens.</p> <p>Leaflets on employing cross-border workers were printed.</p> <hr/> <p>Results / outcomes achieved:</p> <p><i>EURES Biały Las:</i> Number of seminars - 1, number of participants in the seminar - 34, number of radio broadcasts - 1, number of sponsored articles - 1</p> <p><i>EURES Odra-Oder:</i> 500 leaflets on employing cross-border workers were printed. 19 employers participated in the consultation point in Międzyrzecze.</p> <p>Number of conferences - 1 Number of conference participants – ca. 50 employers from Żagań Powiat</p> <p>Number of employers from Żagań Powiat who obtained information about the mobility of workers within the framework of EURES – ca. 50</p>
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		<p>Number of newspaper articles (advertisements) promoting a conference for employers - 1</p> <hr/> <p>Target groups the action reached:</p> <p><i>Biały Las, Odra-Oder:</i></p> <p>Local employers (obtaining information on employment opportunities for workers from cross-border regions, EURES services, cross-border mobility)</p> <p>including:</p> <ol style="list-style-type: none"> 1. The EEA countries taking part in the action: Lithuania, Germany 2. Organisations from Poland and abroad participating in the action or reached through the action: Poland – Europass, VLC; Germany - DGB, AOK, IHK, partner labour offices. <hr/> <p>Type of event: seminar and conference for employers; Information Day</p> <hr/> <p>Place and date of the event: <i>Biały Las:</i> Sejny, 28.04.11 <i>Odra-Oder:</i> Żagań, 20.05.11; Międzyrzecze, 10.02.11</p> <hr/> <p>Description of the event participants: Local employers, employees of the labour offices, organisations that support mobility.</p> <ol style="list-style-type: none"> 1. Number of participants: <i>EURES Biały Las:</i> 34; <i>EURES Odra-Oder:</i> 70 2. Countries and organisations of participants: Poland, Lithuania, Germany, Poland: Europass, VLC; Germany - DGB, AOK, IHK, partner labour offices. 3. Outcomes of the event: <i>EURES Biały Las, EURES Odra-Oder:</i> Obtaining information on employment opportunities for workers from cross-border regions, EURES services and cross-border mobility
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		<p>Written outputs and information/dissemination materials:</p> <p><i>EURES Biały Las:</i></p> <ol style="list-style-type: none"> 1. Title: Sponsored article - "Specialist from abroad" (Polish: <i>Specjalista z zagranicy</i>) 2. Main subject of the publication: Polish-Lithuanian EURES cross-border area Biały Las - services for employers 3. Number of copies: 2 4. Main target group of these materials: employers 5. How many language versions were produced: 1 <p><i>EURES Odra-Oder:</i></p> <p><i>Leaflet</i></p> <ol style="list-style-type: none"> 1. Title: "Cross-border worker" (Polish: <i>Pracownik przygraniczny</i>) 2. Main subject of the publication: information 3. Number of copies: 1,500 4. Main target group of these materials: Polish employers 5. How many language versions were produced: 1- Polish <p><i>Consultation point in Międzyrzecze</i></p> <ol style="list-style-type: none"> 1. Title: <ol style="list-style-type: none"> a) Notebooks "Working for your neighbour" (Polish: <i>Praca u sąsiada</i>); b) Invitations for employers 2. Main subject of the publication: Promotion of EURES-T services under the name "Working for your neighbour" 3. Number of copies: a) 200; b) 230 4. Main target group of these materials: Employers from Międzyrzeccki Powiat
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		<p>5.How many language versions were produced: 1(Polish)</p> <p><i>Conference</i></p> <p>1.Title: Invitation</p> <p>2. Main subject of the publication: Invitation to a conference together with the TDIR schedule</p> <p>3. Number of copies: 500</p> <p>4. Main target group of these materials: employers from Żagań Powiat</p> <p>5.How many language versions were produced: 1 (Polish)</p> <p>1.Title: Press article - invitation to a conference for employers</p> <p>2. Main subject of the publication: Invitation to a conference together with the TDIR schedule</p> <p>3. Number of copies: 1</p> <p>4. Main target group of these materials: employers from Żagań Powiat</p> <p>5.How many language versions were produced: 1 (Polish)</p>
<p><u>Regarding Guideline No. 2</u> <u>Co-operation with the German trade unions (EURES Odra – Oder)</u></p> <p>Planned participation of EURES staff from the PLO Słubice, Żagań and Międzyrzecze in conferences organised by the German trade unions</p>	<p>Action not implemented due to failure to deliver the conference by the German partners.</p>	

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<p><u>Regarding Guideline No. 3:</u> <u>Information actions on EURES for Polish unemployed and jobseekers (EURES Biały Las, Karpaty, Odra-Oder)</u></p> <p><i>EURES Biały Las:</i> planned organisation of:</p> <ul style="list-style-type: none"> - Workshop on EURES-T - Cross-border Job Fair <p><i>EURES Karpaty</i> planned:</p> <ul style="list-style-type: none"> - organisation of working meetings with representatives of partner labour offices on both sides of the border, - publication of sponsored articles in regional media on EURES-T. <p><i>EURES Odra-Oder</i> planned:</p> <ul style="list-style-type: none"> - organisation of the Cross-border Information and Recruitment Days by the VLO Zielona Góra, - organisation of Cross-border Information and Recruitment Days by the PLO Żagań with 	<p><i>EURES Karpaty:</i> Planned organisation of information meetings in Krosno powiat and in Humenne on cross-border mobility in 2010 and 2011 - due to financial reasons, tasks associated with information meetings were carried out in the first half of 2011.</p> <p><i>EURES Biały Las:</i> Planned organisation of a workshop on cross-border mobility and living and working conditions in Lithuania, the Lithuanian labour market and establishing business in Lithuania - as a result of accumulation of actions it was not possible to implement the action. Planned organisation of Cross-border Job Fair in Sejny/Suwalki Powiat - due to accumulation of actions it was not possible to implement the action.</p> <p><i>EURES Odra – Oder:</i> Poster printing was planned as part of the German-Polish Information Day "Working for your neighbour" - as a result of contractor non-performance of the contract for printing a poster within the deadline specified by the customer, poster printing action has not been implemented. EURES team made a</p>	<p>Action description:</p> <p><i>EURES Karpaty:</i> Slovak-Polish meeting on cross-border co-operation was organised. Presentations on the situation on the labour market in cross-border Poviats of Podkarpackie Voivodeship and Prešov region were delivered. The forms and activation programmes that are implemented by the Polish and Slovak employment services were discussed.</p> <p>Organisation of Slovak - Polish Information Fair representing the Slovak and Polish employment services, employers, Slovak and Polish universities and other organisations and associations. EURES advisors delivered a presentation on the labour market situation in Podkarpackie Voivodeship, including the cross-border poviats in the context of occupations in demand on local labour markets, they also made available the job offers from the cross-border poviats in Poland and Slovakia.</p> <p><i>EURES Odra-Oder:</i> Organisation of the Polish - German Information Day - "Working for your neighbour" in Szczecin. Clients could obtain information on the abolition of restrictions in access to the German labour market and on living and working conditions in Germany. Information were provided by German EURES advisors, guest speakers, experts in the subject of the German labour market and the German employers. The equivalents of the Information Day organised in Szczecin were similar events organised on that day by EURES teams in Polish cities along the Polish-German border.</p> <p>Organisation of conferences on "EURES Odra-Oder" in Świnoujście on taking up employment in Germany. The event informed on health insurance, rules for access to medical services, recognition of diplomas and qualifications in Germany.</p> <p>Organisation of Cross-Border Information Days in Żagań. Days were addressed to the unemployed and job seekers from the territory of Lubuskie Voivodeship, future graduates of secondary schools and employers from Żagań Powiat. Job offers were presented from German employers who submitted them to the EURES network.</p>
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<p>other partner organisations, -opening consultation point for job seekers by the PLO Międzyrzecze with other partner organisations, -organisation of information day in Swinoujście -organisation of German-Polish Information Day in Szczecin.</p>	<p>poster design alone, and duplicated it using the technical capabilities of the VLO in Szczecin</p> <p>Planned organisation of a working meeting on the organisation of the Information Day - because of the frequent direct and telephone contacts with the EURES team in the German Labour Office it was deemed that an additional meeting to organise the information day is unfounded</p> <p>As part of a consultation point launched in the PLO Międzyrzecze, two meetings were held, out of the planned four.</p>	<p>Results / outcomes achieved:</p> <p><i>EURES Karpaty:</i> Fifteen people attended a meeting on cross-border co-operation with representatives of the Polish and Slovak employment services. The meeting set directions for co-operation in joint ventures on mobility aimed at the unemployed and employers from the area of Polish and Slovak border.</p> <p>26 exhibitors took part in the fairs. Fair was visited by 1,800 people (pupils, students, unemployed and job seekers).</p> <p><i>EURES Odra-Oder:</i> Number of information events - 3; number of advertisements on the event in local television – 2; number of advertisements about the event in the local newspapers - 2 (04.04.2011; 06.05.2011); Number of information materials - 3.8 thousand pcs; Number of newspaper articles about EURES that promoted the events - 4 (including 2 free); Number of posters promoting events -1.5 thousand pcs; Number of publications "A chance in Germany?" (Polish: <i>Szansa w Niemczech</i>) - 2 thousand pcs; Number of advertising campaigns on the LED screen – 1; Number of visitors to the event - about 3 thousand people.</p> <p>Polish citizens obtained reliable information on the abolition of restrictions in access to the German labour market and on living and working conditions in Germany. About 500 people were informed about conditions for taking up employment in Germany, sickness insurance, pensions, taxation in Germany, labour market and seeking work in Germany, cross-border activities in the field of education, the possibilities and conditions for establishment of business in Germany.</p> <hr/> <p>Target groups the activity reached:</p> <p><i>EURES Karpaty:</i> The PES from Poland and Slovakia, employers from cross-border areas, universities, students, unemployed people and job seekers from cross-border Poviats of Proszowskie Voivodeship.</p> <p><i>EURES Odra-Oder:</i> Residents of Zachodniopomorskie and Lubuskie Voivodeships wishing to work in Germany,</p>
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		<p>students, graduates, employers</p> <p>including:</p> <ol style="list-style-type: none"> 1. The EEA countries taking part in the action: Poland, Slovakia, Germany 2. Organisations from Poland and abroad participating in the action or reached through the action: Labour, Social Affairs and Family Offices in Humenne, Stropkov, Vranov, Medzilaborce, Snina, Technical University of Kosice, University of Kosice and Ruzomberok, State Higher Vocational School in Krosno, Rzeszów School of Engineering and Economics, Youth Information Centre in Humenne, Europass, VLC, DGB, AOK, IHK, partner labour offices in the Odra-Oder region <p>Type of event:</p> <p><i>EURES Karpaty</i>: Polish-Slovak meeting on cross-border co-operation; Polish Information Fair; <i>EURES Odra-Oder</i>: Information days, conferences, consultation point</p> <p>Place and date of the event:</p> <p><i>EURES Karpaty</i>: cross-border meetings, Humenne, 31.03.11; Fair in Humenne, 23.05.11 <i>EURES Odra-Oder</i>: Międzyrzecze 10.02.11, 23.03.2011; Szczecin, 7.05.11; Świnoujście, 20.05.2011r.; Gorzów Wielkopolski., 16.05.11; Żagań 20-21.05.11</p> <p>Description of the event participants: Polish nationals seeking employment in the cross-border areas, Polish employers interested in establishing business on the other side of the border</p> <p><i>EURES Karpaty</i>:</p> <ol style="list-style-type: none"> 1. Number of participants: 15 (cross-border meeting); 1,800 (Fair) 2. Countries and organisations of participants: Poland, Slovakia 3. Outcomes of the event: <p>The meeting set directions for co-operation in joint ventures on mobility aimed at the unemployed and employers from the cross-border areas of Poland and Slovakia. Information was forwarded about the possibilities of learning and working in Poland and Slovakia in cross-border regions.</p>
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		<p>Increased access of clients to the EURES job offers. Persons participating in the information fair gained knowledge about the services of the EURES network and could practically learn how to seek work in the cross-border region.</p> <p><i>EURES Odra-Oder:</i></p> <ol style="list-style-type: none"> 1. The number of participants: ca. 4 thousand 2. Countries and organisations of participants: Poland - the VLO, the PLO, School Complex in Świnoujście, City of Świnoujście, Department of Education, regional TV and newspapers; Germany – the Labour Office, AOK, German employers, the Association of Polish-German Forum for Women, Ostsee Zeitung, AOK Nordost, Akzeptata Steuerberatungs GmbH, Unternehmensberatung Lewerenz, Agentur für Arbeit Grefswald 3. Outcomes of the event: obtaining reliable information on the abolition of restrictions in access to the German labour market and on living, working and learning conditions in Germany. <hr/> <p>Written outputs and information/dissemination materials:</p> <p><i>EURES Odra-Oder:</i></p> <ol style="list-style-type: none"> 1. Title: Press article on the Information Day "Working for your neighbour" 2. Main subject of the publication: information on the Polish - German Information Day "Working for your neighbour", indicating the hours, date and place of the event. 3. Number of copies: 38,577 4. Main target group of these materials: residents of Zachodniopomorskie Voivodeship willing to work or learn in Germany 5. How many language versions were produced: 1 – Polish. <ol style="list-style-type: none"> 1. Title: The board advertising the Polish-German Information Day "Working for your neighbour" 2. Main subject of the publication: information on the Polish - German Information Day "Working for your neighbour", indicating the hours, date and place of the event.
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		<p>3. Number of copies: 2</p> <p>4. Main target group of these materials: residents of Zachodniopomorskie Voivodeship willing to work or learn in Germany</p> <p>5. How many language versions were produced: 1 - Polish</p> <p>1. Title: Marketing actions concerning the Information Meeting "EURES Conference Odra-Oder"</p> <p>2. Main subject of the publication: EURES Odra-Oder Conference</p> <p>3. Number of copies: Information in the press (Głos Szczecina), the average circulation of 120 thousand copies, website www.iswinoujscie.pl (about 10,000 entries per day), broadcast of 3 commercials in TV Świnoujście and TV Słowianin,</p> <p>4. Main target group of these materials: Residents of Świnoujście</p> <p>5. How many language versions were produced: 1 - Polish</p> <p>1. Title: Adhesive notepads</p> <p>2. Main subject of the publication: Promotion of EURES-T services under the name "Working for your neighbour"</p> <p>3. Number of copies: 110</p> <p>4. Main target group of these materials: Unemployed and job seekers</p> <p>5. How many language versions were produced: 1 - Polish</p> <p>1. Title: Folder</p> <p>2. Main subject of the publication: Cross-border Information and Recruitment Days</p> <p>3. Number of copies: 1.8 thousand pcs.</p> <p>4. Main target group of these materials: the unemployed, job seekers, graduates from Żagań</p>
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		<p>Powiat, employers</p> <p>5. How many language versions were produced: 1 (Polish)</p> <p>1. Title: Notepad</p> <p>2. Main subject of the publication: Cross-border Information and Recruitment Days</p> <p>3. Number of copies: 2 thousand pcs.</p> <p>4. Main target group of these materials: the unemployed, job seekers, graduates from Żagań Powiat, employers</p> <p>5. How many language versions were produced: 1 (Polish)</p> <p>1. Title: Press article - advertisement promoting Information Days</p> <p>2. Main subject of the publication: programme of Information Days</p> <p>3. Number of copies: 4</p> <p>4. Main target group of these materials: the unemployed, job seekers, graduates from Żagań Powiat, employers</p> <p>5. How many language versions were produced: 1 (Polish)</p> <p>1. Title: Book - "A chance in Germany?"</p> <p>2. Main subject of the publication: "A chance in Germany"</p> <p>3. Number of copies: 2 thousand pcs.</p> <p>4. Main target group of these materials: the unemployed, job seekers, graduates from Żagań Powiat, employers</p> <p>5. How many language versions were produced: 1 (Polish)</p>
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		<ol style="list-style-type: none"> 1. Title: promotion of Information Days in the form of visual advertising on the LED screen 2. Main subject of the publication: Cross-border Information and Recruitment Days 3. Number of copies: 1. 4. Main target group of these materials: the unemployed, job seekers, graduates from Żagań Powiat, employers 5. How many language versions were produced: 1 (Polish)
<p><u>Regarding Guideline No. 3:</u> <u>Mobility packages for Polish unemployed and job seekers</u> <u>(EURES Odra – Oder)</u></p> <p>- planned printing and distribution of leaflets on social security coordination,</p> <p>-planned participation of EURES staff from the VLO Zielona Góra in the Education and Career Fair.</p>	<p>As a result of savings, the VLO Zielona Góra issued a publication "A chance in Germany?"</p> <p>Planned participation of representatives of the VLO Zielona Góra in Educational Fairs and Career Days - action not completed because of the lack of invitation from the organisers.</p>	<p>Action description:</p> <p>Printing of leaflets on the co-ordination of social security systems and the guidance "A chance in Germany?"</p> <hr/> <p>Results / outcomes achieved:</p> <p>Printing of 5 thousand leaflets on co-ordination of social security systems. Printing of 950 handbooks "A chance in Germany?"</p> <hr/> <p>Target groups the action reached: unemployed and job seekers from Poland from Lubuskie Voivodeship, interested in cross-border mobility</p> <hr/> <p>Written outputs and information/dissemination materials:</p> <ol style="list-style-type: none"> 1. Title: leaflet "Aggregation of periods of employment and insurance" (Polish: <i>Sumowanie okresów zatrudnienia i ubezpieczenia</i>); Guide "A chance in Germany?" 2. Main subject of the publication: leaflet - information on periods of employment; handbook - information on living and working conditions in Germany 3. Number of copies: leaflets 5,000 pcs, handbook 950 pcs 4. Main target group of these materials: unemployed and job seekers interested in cross-border mobility

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		5. How many language versions were produced: flyer - 2 versions (Polish-German); handbook -1 (Polish).
<p><u>Regarding Guideline No. 3:</u> <u>Promotion of the EURES portal and European Job Fair</u></p> <p><i>EURES Dunajec:</i> Planned organisation of the Education and Job Fair.</p> <p><i>EURES Odra-Oder:</i> Planned organisation of the Polish-German Job Fair.</p>		<p>Action description:</p> <p><i>EURES Dunajec:</i> Organisation, in collaboration with the Centre for Youth Education and Work of the VLC in Nowy Sącz, of “Education and Job Fairs”. The Fair provided information on EURES actions in the field of mobility and services in the Polish-Slovak cross-border labour market and job offers from Polish and Slovak employers.</p> <p><i>EURES Odra-Oder:</i> Organisation of Polish-German Job Fair with the participation of German employers, training institutions and experts.</p> <p>Results / outcomes achieved:</p> <p><i>EURES Dunajec:</i> Number of visitors to the events - 600 Number of Polish employers offering vacancies - 6 Number of current job offers from employers in Slovakia - 475 Number of current job offers from employers in Poland - 140</p> <p><i>EURES Odra-Oder:</i> Fair was visited by about 500 people. The fair was attended by 8 German employers. The event was attended by training institutions, as well as by experts in labour law. Fair was preceded by an hour long conference on learning and working in Germany in the light of current regulations. The conference was attended by about 100 stakeholders who listened to the presentations of four speakers.</p> <p>Target groups the action reached:</p> <p><i>EURES Dunajec:</i></p>

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		<p>The unemployed, job seekers, young people (students of last classes of secondary schools, students, graduates).</p> <p><i>EURES Odra-Oder:</i> Those interested in taking up employment in Germany), employers, training institutions and experts from Poland and Germany.</p> <p>including:</p> <ol style="list-style-type: none"> 1. The EEA countries taking part in the action: Slovakia, Germany 2. Organisations from Poland and abroad participating in the action or reached through the action: <p><i>EURES Dunajec:</i> The Labour, Social Affairs and Family Office in the Stara Lubovna, Bardejov, Organisation for assisting youth "Diakonie Wuppertal"/FRG.</p> <p><i>EURES Odra-Oder:</i> Service and Consulting Centre "Pomerania" Szczecin, Greifswald, Barnim and Uckermark, the Pasewalk Labour Office, City of Pasewalk, the VLO Szczecin, The National Health Fund Szczecin, AOK Nordost, Tax Office in Szczecin, Szczecin Education Centre, SII Szczecin, Poviats Labour Inspectorate in Szczecin, Regional Centre for Social Policy, Farmer's Social Security Fund in Szczecin, Collegium Balticum Szczecin, Voivodeship Vocational Training Centre, Association of the Unemployed, I-Consulting, Promedica24, REM-Pol, ME-LE Energietechnik GmbH, Sykes Enterprises Suport Ser, IDL Miebach GmbH, IHK-Projektgesellschaft mbH, Work Top Services Sp. z o.o., Regelmatic GmbH, NOLA Landwirtschafts GmbH, Peene Natursteinbau GmbH, Asklepios Klinik Pasewalk, Torgelower Polstermöbel GmbH, REpower Systems AG.</p> <p>Type of event:</p> <p><i>EURES Dunajec:</i> Job Fair <i>EURES Odra-Oder:</i> Polish-German Job Fair</p>
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		<p>Place and date of the event: Police, 7.04.11; Nowy Sącz, 24.05.11</p> <p>Description of participants of the event:</p> <p><i>EURES Dunajec, Odra-Oder:</i> The unemployed, job seekers, young people (students of last classes of secondary schools, students, graduates).</p> <p><i>EURES Dunajec:</i> 1. Number of participants: 56 2. Countries and organisations of participants: Slovakia: The Labour, Social Affairs and Family Office in Stara Lubovna and Bardejov Germany: The aid organisation for youth Diakonie Wuppertal/FRG.</p> <p><i>EURES Odra-Oder:</i> 1. The number of participants: ca. 500 persons 2. Countries and organisations to which the participants belong: Fair visitors are mostly unemployed and job seekers from the territory of the Police Poviát.</p> <p>3. Outcomes of the event:</p> <p><i>EURES Dunajec:</i> 320 information materials were issued, 73 job offers were handed over to those interested in taking up employment in the Polish-Slovak cross-border region.</p> <p><i>EURES Odra-Oder:</i> German employers have acquired a large number of applications from people interested in working in Germany, which is likely to result in finding suitable employment for persons applying for a job in Germany. All interested participants received comprehensive information about the possibility of working and studying in Germany (information was available at the conference preceding the fair, as well as on the stands of experts during the fair). In addition, Szczecin Education Centre also partnered with the employer from Berlin in the organisation of trainings.</p>
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		<p>Written outputs and information/dissemination materials:</p> <p><i>EURES Odra-Oder:</i></p> <ol style="list-style-type: none"> 1. Title: Posters 2. Main subject of the publication: Promotion of Polish-German Job Fair 3. Number of copies: 300 4. Main target group of these materials: people interested in taking up job in Germany 5. How many language versions were produced: 1 <ol style="list-style-type: none"> 1. Title: Leaflet 2. Main subject of the publication: Promotion of Polish-German Job Fair 3. Number of copies: 1,500 pcs. 4. Main target group of these materials: people interested in taking up job in Germany 5. How many language versions were produced: 1 <ol style="list-style-type: none"> 1. Title: Offer folder 2. Main subject of the publication: Promotion of Polish-German Job Fair 3. Number of copies: 500 pcs. 4. Main target group of these materials: people interested in taking up job in Germany 5. How many language versions were produced: 1 <ol style="list-style-type: none"> 1. Title: Exterior PCV Banner
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		<p>2. Main subject of the publication: Promotion of Polish-German Job Fair</p> <p>3. Number of copies: 1 pcs.</p> <p>4. Main target group of these materials: people interested in taking up job in Germany</p> <p>5. How many language versions were produced: 1</p>
<p><u>Regarding Guideline No. 3:</u> <u>European employment agency for Polish unemployed and job seekers (EURES Odra – Oder)</u></p> <p>Planned organisation of job exchange for the German employers</p>	<p>Planned organisation of job exchange for German employers - the action was not implemented because of timing issues</p>	
<p><u>Regarding Guideline No. 4:</u> <u>Co-operation with stakeholders on regional labour market (EURES Dunajec)</u></p> <p>Planned organisation of a seminar on EURES-T.</p>		<p>Action description:</p> <p><i>EURES Dunajec:</i> Seminar on "Mobility in the cross-border labour market" (Polish: <i>Mobilność na transgranicznym rynku pracy</i>). Presentation of results of projects implemented in the field of cross-border professional mobility in the labour market. A newspaper article was bought in order to disseminate information about the event.</p> <hr/> <p>Results / outcomes achieved:</p> <p><i>EURES Dunajec:</i> Number of institutions participating in the seminar - representatives of 29 institutions from cross-border region, developed recommendations for further development of cross-border labour market.</p>

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		<p>Target groups the action reached: including:</p> <ol style="list-style-type: none"> 1. The EEA countries taking part in the action: Slovakia 2. Organisations from Poland and abroad participating in the action or reached through the action: The Labour, Social Affairs and Family Office in Stara Lubovna, Bardejov, Poprad, Kezmarok, Staroste of gmina of Hraničné and Mnisek (Poprad) <hr/> <p>Type of event: <i>EURES Dunajec</i>: seminar</p> <hr/> <p>Place and date of the event: Nowy Sącz, 15.04.11</p> <hr/> <p>Description of participants of the event: <i>EURES Dunajec</i>:</p> <ol style="list-style-type: none"> 1. Number of participants: ca. 80 2. Countries and organisations of participants: Slovak Republic - the Labour, Social Affairs and Family Office in Stara Lubovna, Bardejov, Poprad, Kezmarok, Staroste of gmina of Hraničné and Mnisek (Poprad) 3. Outcomes of the event: <i>EURES Dunajec</i>: Report containing the findings and recommendations drawn from the seminar
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<p><u>Participation in strategic meetings of the EURES-T and the EURES cross-border</u></p>		<p>Written outputs and information/dissemination materials:</p> <p><i>EURES Dunajec:</i></p> <ol style="list-style-type: none"> 1. Title: Press article "Mobility on the cross-border labour market," published on 14.04.11 in Nowy Sącz edition of Gazeta Krakowska. 2. Main subject of the publication: dissemination of information about the event and previous actions and projects planned for the future regarding mobility in the cross-border labour market 3. Number of copies: 1 4. Main target group of these materials: residents of the Polish - Slovak cross-border region of Małopolska. 5. How many language versions were produced: 1
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<p><u>initiatives</u></p> <p>Planned participation of the coordination team from the MLSP in the events (including steering committees) implemented by EURES Tri-Regio, EURES-T Beskydy and cross-border initiatives</p>	<p><i>Representative of the MLSP participated in three out of six meetings of the EURES-T Beskydy.</i></p> <p>In view of time constraints it was not possible to participate in all scheduled meetings. These meetings were attended by representatives of the respective VLO, partners of a given EURES-T initiative</p>	<p>Participation of 1 representative of the MLSP in the meetings of the steering committees of EURES-T Beskydy:</p> <ol style="list-style-type: none"> 1. meeting in Námestovo, Slovakia, 30.09 -1.10.2010 2. meeting in Trinec, Czech Republic, 25-26.01.2011 3. meeting in Szczyrk, Poland, 30-31.05.2011

Point 2 of the report describes actions - within the Guidelines No. 1 - 6 - co-financed from the EU resources awarded under the EURES grant agreement No. VS/2010/0661 (S12.576247). Furthermore, the above agreement provides for the implementation of actions financed from national resources. A set of these actions in presented in the following table.

Guideline No.	No. from EURES Action Plan for 2010-	
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Guideline No. 1	3.2	EURES issues incorporated into the information package provided to Internet users using a central website of the Ministry of Labour and Social Policy and the portal of the Polish Public Employment Services.
Guideline No. 1	4.1	Work was conducted on the amendments to the <i>Act on employment promotion and labour market institutions</i> in order to introduce necessary changes in the national legislation, in particular in the field of rights of EURES advisors. Participation in the work on <i>Ordinance of the Minister of Labour and Social Policy of 14 September 2010 on the standards and conditions for labour market services</i> (Dz.U. No. 177, item 1193) - national provisions on the European job placement services in the framework of the EURES network and its standards.
Guideline No. 1	4.2	EURES tasks incorporated into the relevant strategic documents for employment policies in Poland, namely the National Employment Plan for 2009-2011.
Guideline No. 1	4.3	Collaboration with representatives of the Offices of the Marshals, poviats and local governments in the voivodeship under the respective actions of EURES.
Guideline No. 1	6.1	EURES staff was provided with adequate working conditions allowing for direct contact with the customer, such as, <i>inter alia</i> , office space and technical infrastructure to provide high quality services for individual customers. The above tasks are part of the VLO and the PLO tasks.
Guideline No. 2	4.1	Preparation and publication of "Charter of EURES services for Polish and foreign employers" (Polish: <i>Karty usług EURES dla polskich i zagranicznych pracodawców</i>) on the national EURES website. Action will be completed in EURES 2011 -2012 grant.
Guideline No. 3	2.1	Organisation of 22 information meetings and six workshops for the unemployed and job seekers (including participants in group meetings and activation classes in Labour Clubs). Participants in these meetings received information on how to seek employment through the EURES network, the issues relating to preparations for leaving for work, the occurrence of the potential dangers of leaving for work and living and working conditions abroad. Number of participants: 452 people
Guideline No. 3	2.2.	Co-operation with the portal www.powroty.gov.pl – EURES representative attended the meetings of the Steering Committee of the portal The portal constitutes a part of the programme implemented by the Polish Government under the name "Returns" (Polish: <i>Powroty</i>), addressed to Polish migrants planning to return to the country.
Guideline No. 3	4.1	Running the European employment agency for Polish unemployed and job seekers: job interviews with employer <i>RotoDach</i> from Germany (the employer offered jobs to 80 people – worker at the installation of roof windows, as a result of recruitment 20 persons were employed), job interviews with employer – <i>Alpha Personalservice Employment Agency</i> of Germany (recruitment for the position of nurse, staff for care of the elderly and the sick), recruitment for a British company <i>GS Marketing - Barway Services Ltd.</i> for the

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		position of seasonal agricultural worker (employer reported 35 people, 30 people took up the work), recruitment for German employer <i>ProCare24, Promedica24</i> (chance of employment in Germany was given to more than 150 people). As a result of recruitment 64 people were employed.
Guideline No. 3	5.1.	Inclusion of information on EURES and a link to the EURES website www.eures.praca.gov.pl into the resources of the portal "Green Line - Information and Consultation Centre of Employment Services" (Polish: <i>Zielona Linia – Centrum Informacji i Konsultacji Służb Zatrudnienia</i>).
Guideline No. 3	7.1	Implementation of the so-called "Mobility packages": preparation of information packages for those wishing to leave for work abroad. Preparation of information regarding living and working conditions in a given country, and transmission of data to the consular offices and institutions that can help people in difficult situations – e.g. when an employer fails to meet its obligations. Information packages were passed during the recruitment meetings of foreign employers and during information meetings and job fairs abroad, which were attended by EURES advisors. Development and forwarding of over 1,000 information packages to people interested in going to work to Spain, Germany or Great Britain, and interested in returning and coming to work in Poland. Information provided to: 4,073 Polish citizens and 196 EEA nationals. Information was provided by telephone, in person, at the headquarters of the VLO, using the VLO website, during meetings and various events in the region and country.
Guideline No. 3	8.1	Preparation and publication at the national EURES portal of the " <i>Charter of the EURES services for people looking for jobs abroad</i> " Action will be completed under EURES 2011-2012 grant.
Guideline No. 4	1.1	Organisation of several meetings with stakeholders in the regional labour market; provision of information and promotion materials on EURES to partners and beneficiaries (foundations/associations, PLO, ACO, GIC local government units). Mutual co-operation between the VLO, ACO, science clubs and GCI results in invitations for the VLO employees to participate in many events organised by universities, gmina information centres, as well as by the partners of the above-mentioned institutions, which in turn translates into the ability to reach an even wider audience with the information about EURES.
Guideline No. 4	3.1	Co-operation was established with networks such as Eurodesk and Europass. During the fair, representatives of the above institutions provided information on network actions, including about documents relating to the presentation of language skills and vocational capabilities, departure for foreign scholarships and other information concerning the initiatives of the European Commission. Co-operation was also established with the network EuropeDirect.

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Guideline No. 5	1.1	Appropriate staffing level in the VLO of EURES staff has been specified in the <i>Ordinance of the MLSP of 14 September 2010 on the standards and conditions for labour market services</i> . According to Article 87 of the Ordinance, the voivodeship labour office employs at least: 1) two EURES advisors, including one full-time, or 2) one full-time EURES advisor and one EURES assistant, or 3) two EURES assistants, including one full-time, where it is not possible to employ EURES advisor due to the lack of qualifications specified in the procedures applicable to the Member States of the European Union.
Guideline No. 5	1.2	The Department of Labour Market of the MLSP employs 5 people, whose tasks include the coordination of actions of the EURES network in Poland.
Guideline No. 5	4.1	Monitoring of EURES actions carried out by the VLO and the PLO was assured by maintaining the Polish EURES on-line monitoring database at Polish EURES website. Monitoring covered all actions carried out by the EURES advisors and EURES assistants and employment agencies carrying out EURES tasks in Poland.
Guideline No. 5	6.1	Preparation of an annual report on EURES actions for the period 2010/2011, which was submitted to the European Commission (EURESCO).
Guideline 5	7.1	Proper transfer of Polish job offers published by the PLOs from the Central Database of Job Offers to the European EURES Portal was ensured.
Guideline No. 5	7.2	European <i>quality standard of EURES job vacancies</i> , which contains recommendations for labour offices for ensuring quality of job offers coming from employers who are interested in recruiting foreign nationals from the EEA countries and whose offers are flagged in the database of job offers on the European EURES portal were forwarded to the VLO in May 2009
Guideline No. 5	7.3.	Article 29 of the <i>Ordinance of the MLSP of 14 September 2010 on the standards and conditions for labour market services</i> , defines the scope of the compulsory elements in Polish job offers for foreigners from the EEA countries to be flagged on the EURES portal.
Guideline No. 5	8.1	Update and transfer to the European Commission, in order to promote the European EURES portal, of the information on the situation on the national and regional labour markets, including information on surplus and shortage occupations. The materials were prepared taking into account the data submitted by the VLOs and the Department of Economic Analyses and Forecasts in the MLSP
Guideline No. 5	8.2	Updated information on living and working conditions in Poland, in co-operation with the relevant central institutions. The material was forwarded to the European Commission to promote the European EURES portal.
Guideline No. 6	1.2	<i>Guideline No. 2</i>

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		Organisation within the framework of the EURES Odra-Oder initiative of Polish-German Job Fair in Chojna, on 31.05.2011
Guideline No. 6	5.1.	<p><i>Guideline No. 3</i> <i>EURES Odra-Oder</i></p> <p>Development, within the framework of the EURES grant, of publication containing information for people planning to start-up business, taking up employment or seasonal work in Germany and studying in German vocational schools will be posted and promoted on the website of the PLO Gryfino: www.pupgryfino.com.pl (to be implemented in 2011/2012)</p>

3. Has your project had a transnational dimension? Yes: X No:

If yes, please describe it

The project has a transnational character. Actions such as: "Information campaigns about EURES for PES clients" (Polish: *Kampanie informacyjne nt. EURES na rzecz klientów PSZ*), "Information actions and International employment agency for Polish employers" (Polish: *Działania informacyjne i międzynarodowe pośrednictwo pracy dla polskich pracodawców*), "Mobility packages for Polish employers" (Polish: *Pakiety mobilności dla polskich pracodawców*), "Mobility packages for the unemployed and job seekers" (Polish: *Pakiety mobilności dla bezrobotnych i poszukujących pracy*), "European job placement for Polish unemployed and job seekers" (Polish: *Europejskie pośrednictwo pracy dla polskich bezrobotnych i poszukujących pracy*), "European Job Days" (Polish: *Europejskie Dni Pracy*) - were attended by foreign representatives of the EURES network from virtually all EEA countries. Recruitments were also conducted for foreign employers, also with their participation (e.g. Shaw Healthcare company from the UK presented 130 job offers).

Polish EURES advisors took an active part in international events, during which they presented job offers of Polish employers and the living and working conditions in Poland (e.g. "Employment and Advice Fair" in Dublin, Information Days in Oslo, International Career Day in Milan).

The largest events include the European Job Day, which was the event accompanying the Schuman Parade, Fair: "The German, Austrian and Swiss labour market open to all" (Polish: *Niemiecki, austriacki i szwajcarski rynek pracy otwarty dla wszystkich*) (an event associated with the complete opening of the labour markets in these countries), European Job and Information Days, etc.

Cross-border co-operation with Germany had a transnational dimension (it involved local labour offices of both countries and trade unions) as well as did co-operation with Slovakia and Lithuania.

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The scope of transnational dimension consisted in international co-operation in the implementation of actions, exchange of information, good practices and highlighting new ideas and innovative solutions and actions to improve actions. Transnational dimension of actions was also conducive to the strengthening of contacts between participants and establishing co-operation.

4. Partners / stakeholders and their contribution to the implementation of the actions Yes: X No:

If yes, please list here all partners and/or stakeholders and describe the contribution they made to the action Has the role of any of the partners changed during implementation? If yes, please explain how and why.

Partners listed in point 2 of the report, *inter alia*, Poviats and Voivodeship Labour Offices, employees of divisions of social security coordination system, employment agents, professional advisors, the National Health Fund, the National Labour Inspectorate, employers, employers from the EU/EEA countries, EURES advisors from the EU/EEA, vocational schools, universities, Centres for Life-Long Learning, Academic Career Offices, Centres for Information and Career Planning, Voluntary Work Corps, tax offices, Tax Chambers, Social Insurance Institution, regional police headquarters, job clubs, family assistance centres, regional European information centres, temporary employment agencies, representatives of European networks: EUROPASS, EURODESK, Europe Direct, Solvit, foundations: Robert Schuman Foundation, ITAKA - Centre For Missing People, "La Strada" Foundation Against Trafficking in Persons and Slavery.

Partners co-organised the events, provided expert support (promotion of job offers during trade fairs and recruitment, presentations, consultations on fair stands, participating in recruitment interviews, co-organisation of workshops, conducting thematic stands), and technical and logistics support (securing technical conditions, technical assistance in videoconferences, interviews) and also supported promotion and information actions for organised events.

The role of each partner in the course of these events has not changed.

5. How did you make sure that equality considerations were taken into account in your work? These can relate to ensuring an appropriate mix of people in your team, ensuring that all actions were accessible to all, making sure that all dimensions, in particular the gender dimension, were taken into account in your work.

Public employment services in Poland - including the EURES network - carry out their tasks based on the Act on promotion of employment and labour market institutions (Dz.U. of 2008. No. 69, item 415, as amended).. In accordance with Article 2a, the Act protects the **principle of equal treatment in access and use of the services of the labour market and labour market instruments, regardless of gender, race, ethnicity, nationality, religion, belief, disability, age or sexual orientation**. Furthermore, in accordance with Article 36(4) of the Act, job placement for the unemployed, job seekers and employers is carried out by the Poviats and Voivodeship Labour Offices **free of charge, according to the rules on:**

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- 1) **the availability of employment services** for job seekers and employers;
- 2) **voluntariness** - meaning use of job placement services free from compulsion;
- 3) **equality** - meaning the obligation to provide all the unemployed and job seekers with help in finding employment or other gainful work, regardless of gender, age, disability, race, religion, nationality, political opinion, trade union membership, ethnic origin, religion or sexual orientation;
- 4) **openness** - which means that each vacancy submitted to the labour office work is made available to the unemployed and job seekers.

5. Are these actions (or a related new actions) to continue after European Union's financial support has come to an end? Yes: X No:
If yes, please explain the next steps.

It was decided to continue certain actions, regardless of financial support from the European Commission. These cover, for example, the following:

- organising information meetings for people interested in taking up employment abroad, and for the partner institutions,
- implementing on an ongoing basis job offers and providing information about living and working conditions abroad,
- organising trainings for EURES PLO staff who are "job exchange specialists implementing tasks of EURES"
- co-operating with the PLO, participating in job fairs, seminars, promotional actions organised by the PLO,
- promoting EURES services through mass media and through participation of EURES staff in events, during which it will be possible to present EURES services for employers, particularly providing information by telephone and e-mail. Promotion of EURES services through leaflets, promotional materials, promotional items, radio and TV broadcasts, etc. Providing information on EURES actions undertaken and planned for the implementation in the VLO bulletins,
- continuing co-operation with the Police and the Labour Inspectorate in dealing with illegal employment, to ensure adequate working conditions and safety.

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I.2. LESSONS LEARNED AND DISSEMINATION OF RESULTS

7. What are the most important outcomes and lessons learned from the action? What are the implications for relevant stakeholders? What are the implications for relevant stakeholders? (such as EU-level policy makers; national/regional/local level policy-makers; social partners; opinion-makers including mass media, journalists; non-governmental organisations; academia, research institutions, think tanks; others where relevant)

Completed actions strengthened communication with the public in delivering of EURES services, raised the image of the Network as an effective tool for access to the European labour market, contributed to the promotion of geographical and occupational mobility, showed the chances and risks associated with access to the European labour market, raised awareness about living and working conditions in the EEA countries and safe travel abroad.

The strength of EURES consists in being free of charge, credibility and broad availability of services, while its weakness is the lack of feedback on conducted recruitment.

It is extremely important for international clients of job placement that representatives of different countries participate in job fairs, so they can get full information and see job offers in a given country. Clients really appreciate the opportunity for direct contact with the employer before taking up employment (increased confidence and motivation to work), hence the most popular job offers are those co-ordinated by the VLO and for which the recruitment takes place in a labour office. Successful co-operation in recruiting means that the foreign employer is interested in maintaining contact and further co-operation in the future. For job seekers, this means an opportunity to gain employment with a reliable employer, and thus a greater sense of security associated with going to work abroad.

Projects worth continuing are actions directed towards job mobility of young people, students and graduates. Beneficiaries are active people, willing to co-operate, ready to take on new challenges and acquire skills and experience. It seems that this is the group that is most ready to benefit from free movement of persons within the European Union, therefore, we should continue to deepen mobility issues in this target group.

Trainings for employees performing the tasks of EURES and training for other staff of labour offices, having direct contact with customer service, also proved important for the proper functioning of the European Employment Services in the region. Trainings represented a good opportunity to present ongoing and planned actions of the EURES in the voivodeship, raise the knowledge and skills of participants and to exchange experiences.

Development of cross-border mobility in the labour market was favoured by further development of partnership and development of good relations between institutions.

This year's information campaign in the form of city lights, and advertising spots on television proved to be more effective in reaching potential recipients. In addition, the publication of a supplement on EURES in local newspaper distributed free of charge proved to be right. Media used in the information campaign helped to reach the widest possible audience of potential recipients. The basis of effective communication and successful campaign was in this case, a short, concise information. The campaign was aimed at raising awareness that EURES is part of the Public Employment Service, as mostly it is associated with non-state employment agency. Radio advertisements and spots attract the attention of potential clients and have a positive impact on the image of both the office and the EURES network. Opinion forming significance of selected media

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is an additional asset. It is advantageous to advertise the services of EURES in the trade press for employers. This increases their awareness of EURES services, and sometimes for the first time they learn about the possibility of using international job placement services. Thanks to these targeted actions we are sure they will be received by the target group for whom we care about the most.

Polish employers show no interest in participating in information meetings; to encourage employers to participate in meetings on EURES services we must enrich the subject matter of meetings with other elements and themes appealing to businesses.

It is advantageous to work with career offices and gmina information centres, because they are institutions that are willing to engage in co-operation and assistance in implementing the actions arising from the EURES grant. Moreover, these are institutions that are in contact with people interested in mobility (e.g. students) and having the qualifications demanded by the market (technical professionals).

It is worth to engage other entities in implementation of EURES services, which inform about the European Commission's initiatives in areas that do not relate directly to the EURES network. Co-operation with other EU networks makes the EURES offer more comprehensive and attractive, and is also an opportunity for EURES staff to familiarise themselves with the actions of other networks and to inform people seeking employment or information on where to find the necessary data.

It is necessary to continue information actions for people seeking job abroad in terms of safe travel for work. This applies especially to the summer season, when the increasing number of people is looking for seasonal work. Information and promotional campaigns in co-operation with regional partners, using media and other means for providing information to people seeking job abroad have a significant impact, particularly in building awareness of the potential risks that may affect a person not prepared for work abroad.

Complete opening of the labour market in Germany and conducted actions have created a unique opportunity to strengthen co-operation with social institutions and opinion forming bodies from Germany. Polish-German co-operation in addition to the flow of information also allows for direct and open combat against stereotypes functioning on both sides of the border. These meetings are also important in terms of raising skills of EURES staff.

EURES actions were implemented under considerable time pressure due to the late transfer of funds, and therefore the time for implementation was reduced from 1 year to 5 months. Despite this, EURES staff made every effort to ensure that allocated funds are spent effectively, and the actions carried out with due diligence.

8. Did you carry out any evaluation of the actions performed?

external evaluation: NO internal evaluation: YES

If yes, please outline the key findings and conclusions of such evaluation.

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The vast majority of events organised within the framework of the actions (courses, seminars, information meetings, video conferences, job fairs, information and job days, EJD, recruitment meetings, etc.) was assessed by participants through the evaluation questionnaires (including telephone and letter surveys, etc.). The collected data showed that organised events met the expectations of the participants, both in terms of content and organisation. An analysis of surveys showed that participants took great interest in the initiatives and the information transmitted during the above mentioned events proved to be useful and largely met their expectations. According to participants, the events organised in the framework of EURES helped them gain new knowledge, allowed for discussion, exchange of experiences, acquisition of skills necessary to perform the tasks as a job exchange specialists performing the tasks of EURES, including working with difficult clients. Events were also rated positively in terms of organisation and logistics.

EURES clients participating in the events recommend repeating them in subsequent years.

In addition, evaluation of implemented actions was based on analysis of the attendance lists of participants and summary reports for actions. The reports take into account the quantitative and qualitative assessment of projects. Groups of recipients have been characterised and we identified good practices that should be used for even more efficient organisation of actions in the future.

9. News/success/best practices - we are very keen to hear about any success or good news from the actions that we fund. Please use the space below to tell us about any such news or if you have developed practices that you think others may want to know about or could benefit from.. Please attach any relevant supporting information or material or explain where others can access it (e.g., website).

A good solution is to organise training courses on EURES for employees of labour offices who are not EURES staff in the workplace of people who do not carry out job placement/ EURES tasks in the PLO, because it increases the chance of participation of a large number of workers on the agreed date and does not cause disruption of work for the PLO workers.

When organising information campaigns on EURES for PES clients it is a good solution to publish articles in regional newspapers with large circulation, thus increasing the impact area and the chance to reach with information about EURES to the largest possible target audience.

This year's information campaign in the form of city lights, and advertising spots on television proved to be very effective in reaching potential recipients. Media used in the information campaign helped to reach the wide audience of potential recipients. The basis of effective communication and successful campaign was short, concise information. The strength of EURES consist in being free of charge, credibility and broad availability of services, while its weakness is the lack of feedback on conducted recruitment.

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Due to the high popularity of the VLO newsletter among visitors of the office, it is important to provide systematic information on the actions of EURES.

When conducting awareness raising actions for EURES clients on the advantages of mobility, it is worth to provide joint information about services provided by the VLO/EURES and also to show what benefits can job seekers get if they decide to go to another region or country in order to find a job or take up studies. This combination of information makes that people considering the change of job or residence receive a more complete picture of their situation and the possibility of moving to another city or state.

In carrying out information actions for Polish employers it is good to promote the actions of EURES in trade magazines for employers because, as experience shows, they are interested in establishing relationships/contacts, which in future could lead to co-operation in recruiting.

In carrying out information actions for Polish employers, a very good experience was the co-operation with Polish TV in implementation of the programme "Passport for Work" (Polish: *Paszport do pracy*) which explains in an accessible way what is EURES, what services it provides, what are the formalities for going abroad and how to avoid unfair employment agents. According to the information from the representative of television, the programme attracted much attention, which is the best proof for the validity of implementing such projects.

Preparation of information packets for people who take up employment abroad makes them feel more confident and safer when leaving for work while generating less work for the VLO employees in the future, because with prepared information, people know where to find help outside Polish borders.

When implementing actions for people seeking job abroad in the form of recruitment projects, it is worth to combine them with other events. This increases the interest of the whole population in the offer, and also provides access to interviews in a convenient time chosen by the candidate.

It is a good idea to organise job fairs or events of international importance on weekends, especially on Saturdays when most people are determined to participate in interviews, workshops and presentations on living and working conditions abroad.

We should forward as much important information as possible related to the labour market and living conditions abroad, especially to those who do not have or have limited language skills of the country to which they intend to go. By doing so, people will decide to go abroad with greater awareness.

Similar the co-operation of labour market institutions, the co-operation with the EU networks also enriches the range of services and information provided by EURES staff for the VLO clients. Also in this case, one can count on co-operation in organising job fairs or other information events.

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10. Adequate dissemination of findings and lessons is essential in ensuring the EU added value of the actions. Therefore, please explain and describe how you involved relevant stakeholders during the actions and whether there was any feedback.

Relevant stakeholders were included in the implementation of the actions. The involvement of representatives of local authorities and the government raised the profile of the event, attracted the interest of exhibitors, visitors and the media. It also contributed to strengthening co-operation within the framework of EURES actions and ultimately constitutes the implementation of the common active labour market policy, which is part of EURES actions.

Particularly the regional media have been included in the implementation of actions, which contributed to the strengthening of media publicity and information to people interested in working abroad.

Participation of NGOs, student organisations, employers' organisations, employment agencies as well as representatives of European networks has increased their information offer for clients and is a source of knowledge about international employment agency in the framework of EURES network. Participation in the events was for them a form of outplacement services.