

FI. 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

Guideline No. 1 – Improving access to EURES services

Objective: dissemination of knowledge on professional mobility and EURES.

The goal has been achieved through training on EURES for labour office employees who are not EURES staff and EURES information campaigns for PES clients. . The Voivodeship Labour Offices (VLOs) and the Ministry of Labour and Social Policy (MLSP) published some publications on the EURES services.

Guideline No. 2 - Ensuring services to employers

Objective: assistance in recruiting workers from abroad interested in searching for job in Poland; promotion of national and regional employers, providing information on living and working conditions in Poland.

EURES services are provided for Polish employers through:

- Organization of seminars and information meetings with Polish employers and employers' organizations, where information was provided on services and forms of assistance provided by the EURES network to Polish employers, including in the field of international recruitment.
- Implementation of the European employment placement for Polish employers (mainly through the participation of EURES advisers in European events organised by foreign partners).
- Provision of packages of information on European employment services for Polish employers. During meetings with employers, by mail, e-mail and telephone, information and an information packages were provided containing a description of actions for job agency and supporting European mobility.

The needs and problems of regional employers in the employment of foreign workers were identified on the basis of an anonymous survey among Polish employers.

A study was conducted identifying the impact of EURES on the employment of workers from EEA by Polish employers.

A conference for regional employers' was organised under the name "Delegating and hiring employees".

A draft was developed on international practice for high schools in the hospitality industry, enabling adult students to undergo paid six-week practice in the winter season with employers in Austria.

Guideline No. 3 - Providing services to jobseekers, job changers and the unemployed.

Objective: Promotion and popularisation of issues related to mobility on the Polish labour market and labour markets in other EU/EEA states. Promotion of the EURES portal. Enabling taking legal employment for the unemployed and job seekers from Poland. Carrying out recruitment for employers from EU/EEA.

The objective has been achieved through:

Current delivery of EURES services:

- European employment placement conducted for domestic and foreign employers, and provision of ongoing advice and information on the principles of European employment placement under EURES to unemployed and job seekers interested in taking up employment in the EU/EEA.
- The European Job Days were organised (in Gdańsk, Kraków, Poznań and Toruń), European job fair, Job and Mobility Fair, information days and meetings (including “Safe Trip - Safe Return”), workshops (e.g. “Safe travel to work abroad”), etc. The organised events were aimed at inter alia, disseminating information among the Polish unemployed, jobseekers and young people on the labour markets in the EU/EEA countries.
- Recruitment projects (including through videoconferencing) and interviews to foreign employers were conducted, co-operation was established with the Austrian EURES staff from Tyrol.
- Information meetings and computer workshops (such as “Get a job on the Internet”, “Find a job with EURES”) were organised, which were aimed at people interested in work in the EU/EEA.
- EURES services and the EURES portal were promoted during other events organised by various stakeholders in the labour market and by distribution of information material.
- Virtual job fairs were organised. The fairs covered virtual seminars and on-line conversation with EURES advisers, presented foreign jobs, prepared a package of information about safe travel and work abroad.

Guideline No. 4 – Networking with other stakeholders

Objective: establishing and maintaining regular contact and cooperation with partners in the labour market and other EU networks.

The objective has been achieved through cooperation with other stakeholders in the labour market and other EU networks, the mutual use of the opportunities of information and exchange of good practices, as well as by finding areas of cooperation in supporting mobility on the European labour market, and mutual assistance in the development of various types of projects.

Guideline No. 5 – Functioning of the EURES network

Objective: Acquisition of appropriate knowledge and abilities allowing acting as EURES advisor. Improving quality of services to EURES clients.

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The objective has been achieved through the implementation of 24 training courses for 594 employees of Poviats Labour Offices (PLOs) performing EURES tasks, which has resulted in increased knowledge on EURES services, communication, team building, effective communication and cooperation among PLOs and VLOs employees.

EURES advisers and line managers were involved in "Initial training 2012", "EURES Advanced Training 2012-2013", the annual EURES conference organised by the MLSP and training in the field of communication and information on EURES.

Guideline No. 6 - Implementing cross-border activities

Objective: development of the EURES services in Polish border areas with Germany, the Czech Republic, Slovakia and Lithuania. The increased interest by residents of border areas in cross-border mobility.

The objective has been achieved by providing comprehensive information to employers on how to recruit employees and to job seekers on how to take up employment or business activity in cross-border areas. The following were organised:

- (under cross-border cooperation *Odra-Oder*) – a conference on EURES services for employers, work meetings/workshops with representatives of Polish and German PES, Polish-German Job Fair in Police, the International Cross-Border Job Fair in Świnoujście, Cross-Border Information Days in Gorzów Wielkopolski, Zielona Góra and Żagań, a consultation point in Żagań and Szprotawa, continued operation of the Polish-German information point in VLO in Szczecin, the information provided on the possibilities of internships and practices within the EURES network and on taking seasonal jobs in border regions,
- (under cross-border cooperation *Biały Las*) - III Cross-Border Job Fair in Suwałki,
- (under cross-border cooperation *Karpaty*) - Slovak Information Day.

2. Summary of progress of your actions (please summarise your action as well as any difficulties you have faced in implementing it):		
<i>Please concisely present your project plan/activity plan, as outlined in the approved grant agreement</i>	<i>Any deviations from the original action plan. Describe how and why, provide justification of the changes made and impact on implementation.</i>	<i>Description of action</i>

GUIDELINE No. 1 – Improving access to EURES services

1. Trainings on EURES for employees who are not	Implemented more trainings than planned. Some trainings	Action description : Training implemented in the form of workshops, lectures, tutorials, discussions,
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<p><u>EURES staff</u></p> <p><u>1.1 Organisation of trainings on EURES for PLOs and VLOs employees who are not EURES staff</u></p> <p>Organisation of training on EURES services in the form of workshops, lectures, tutorials, discussions, seminars, multimedia presentations and others, aimed at PES managers.</p>	<p>were financed from VLO funds. Fewer people were trained than planned because of the difficulties with setting the date for all participants.</p>	<p>seminars, multimedia presentations and others, for employees not performing EURES tasks. Training topics covered <i>inter alia</i>, employment placement for domestic and foreign employers through the EURES network, the principles of employment placement in Poland and Germany, the reform of EURES, EURES websites, services and functioning of the EURES network, labour mobility, the European labour market, access to and use of EURES job vacancies, application documents for work abroad, forms and channels of promotion of EURES, the principles of social insurance of people working in Poland and the principles of social insurance in the case of taking a job in other countries, practical implementation of standards for labour market services.</p> <p><i>Action partially funded by EURES grant 2012/2013 and partly from VLO funds.</i></p> <hr/> <p>Results/outcomes achieved: Number of trainings for VLOs employees: 19; Number of trainings for PLOs employees: 21; Number of trained VLOs employees: 378, Number of trained PLOs employees: 267; Number of seminars for PLOs executives: 3, Number of PLOs executives participating in seminars: 71; Number of meetings with employees outside PES: 2; Number of trained employees outside PES: 32.</p> <p>The effect of the action is the exchange of experience among participants in the field of EURES activities. Participants improved their knowledge on EURES services, which will enable them to effectively carry out their daily work; they obtained information on EURES network, expanded the scope of knowledge on labour mobility in the EU/EEA, and learned about the services and activities of the EURES network in cooperation with private employment agencies in Poland and Germany.</p> <hr/> <p>Target groups the action reached: VLOs and PLOs employees who are not EURES staff, persons in direct contact with clients: placement officers, career advisors, employees for co-ordination of benefits, employees for recording and registering the unemployed at the Poviats and the Voivodship Labour Offices, managing personnel at the Poviats Labour Offices.</p> <p>including: 1. The EEA countries taking part in the action: Germany, Poland</p>
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		<p>2. Organisations from Poland and abroad participating in the action or reached through the action: Powiat Employment Offices, employment agencies: Graffton, Otto, European Leasing Fund (EFL), the Board of Powiat Roads, Bautzen Employment Agency, Information and Career Planning Centres, Social Insurance Institution in Białystok, Regional Labour Inspectorate in Białystok, Academic Career Offices, Volunteer Labour Corps.</p>
		<p>Type of event: workshops, seminars, conferences, information meetings.</p>
		<p>Place and date of the event: Wrocław - 12-13.09.2012, Łysomice - 12-13.03.2013, Łódź – 27.03.2013, Lublin – 24.05.2013, Zielona Góra - 09.11.2012, Zielona Góra - 22.05.2013, Kraków - 9.11.2013, Kraków - 22.11.2013, Kraków - 18.03.2013, Kraków - 26.03.2013, Kraków - 16-17.05.2013, Warszawa – 15.11.2012, Płock – 26.06.2012, Ostrołęka – 13.12.2012, Ciechanów – 10.10.2012, Ciechanów - 13.12.2012, Radom – 14.11.2012, Siedlce – 21.09.2012, Opole – 1.03.2013, Rzeszów - 03.08.2012, Przemyśl - 25.09.2012, Rzeszów - 14.12.2012, Białystok – 17.12.2012, Białystok – 26.03.2013, Słupsk - 23.04.2013, Katowice – 15.01.2013, Katowice – 20.03.2013, Katowice – 22.03.2013, Końskie – 17.05.2013, Ostrowiec Św. - 21.05.2013, Sandomierz – 22.05.2013, Poznań – 28.02.2013, Nowy Tomyśl – 04.03.2013, Międzychód – 04.03.2013, Gniezno – 05.03.2013, Września – 11.03.2013, Środa Wlkp. – 13.03.2013, Turek – 20.03.2013, Koło – 20.03.2013, Grodzisk Wlkp. – 25.03.2013, Ostrów Wlkp. – 26.03.2013, Śrem – 26.03.2013, Szamotuły – 28.03.2013, Oborniki – 04.04.2013, Poznań – 22.05.2013.</p>
		<p>Description of the event participants:</p> <p>1. Number of participants: 748 people</p> <p>2. Countries and organisations of participants: Poland; employees of regional and local labour offices</p> <p>3. Outcome of the event:</p> <p>Increasing the quality of EURES services in the field of European employment placement; creating conditions for a more complete performance of EURES tasks; increasing knowledge and awareness of career counsellors about EURES services provided to job seekers.</p>

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<p><u>2. Preparation and implementation of national information campaign for clients on the possibilities offered by the European labour markets.</u></p> <p><u>2.1. Information campaigns on EURES for PES clients</u> Organisation of publicity campaigns in the form of <i>inter alia</i>, regional and online advertising, publishing articles, advertisements in local and regional newspapers, on light boards, advertising on public transport, broadcasting radio spots, organisation of information meetings, participation in job fairs and events organised by labour market institutions and other forms of advertising and promotion of knowledge about EURES services.</p>	<p>Completed the planned number of information campaigns, some actions were covered from own funds.</p>	<p>Action description: Organisation of publicity campaigns in the form of regional and online advertising, publishing articles, advertisements in local and regional newspapers, on light boards, advertising on public transport, broadcasting radio spots, organisation of information meetings, participation in job fairs and events organised by labour market institutions and other forms of advertising and promotion of knowledge about EURES services.</p> <p><i>Action partially funded by EURES grant 2012/2013 and partly from VLO funds.</i></p> <hr/> <p>Results/outcomes achieved: Number of special information campaigns for the defined groups of clients: ca.13.</p> <p>Type of defined clients: unemployed, people seeking work abroad, youth, students, graduates, employers.</p> <p>With the implementation of the action EURES network has become more and more recognized, and the use of EURES tools became easier and more common. Customers received updated information on the possibilities of studying and working in the EU/EEA countries, living and working conditions, job opportunities, recruitments, as well as how to look for work in the EURES network. There was an increase in knowledge about the opportunities and risks associated with taking a job abroad and how to avoid the consequences that can affect people not prepared for departure. Providing information on work in Poland and social security for Poles living in Ireland and the UK.</p> <hr/> <p>Target groups the action reached: persons interested in taking jobs in the EU/ EEA Member States, the unemployed, people seeking jobs abroad, pupils, students, graduates, regional employers, persons returning to Poland.</p> <p>including:</p> <p>1. The EEA countries taking part in the action: Poland, Great Britain, Ireland</p> <p>2. Organisations from Poland and abroad participating in the action or reached through the action: Information and Career Planning Centre, Centre for Education and Youth Work in Toruń, Catering and Hotel School Complex in Toruń, Employment Agency</p>
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		<p>Point and Youth Career Centre in Chełmno, Centre for Continuing Education in Białystok, universities, vocational schools, Academic Career Offices, Gmina Information Centres</p>
		<p>Type of event: information campaigns in the form of workshops, information meetings, publication of advertisements and articles in local and regional newspapers, production of banners, flyers and brochures, competitions, films in public transport, advertising on the Internet and in local newspapers and participation in events organised by labour market institutions.</p>
		<p>Place and date of the event: Toruń - 12.11.2012-15.05.2013, Łódź – 25.10.2012, Łódź – 9.04.2013, Lublin – 24.04.2013, Warsaw – 22.11-2.12.2012, Rzeszów – 11-29.05.2012, Białystok – 6.11-7.12.2012, Gdańsk – 4.03-12.05.2013; 22.03-29.03.2013, Bielsko-Biała – 28.02-15.03.2013, Lidzbark Warmiński – 9.04.2013, Poznań – 15.10.2012-22.03.2013, Szczecin – 4-24.04.2013.</p> <p>EURES staff participated in six events; provided information on the EURES network to around 300 people.</p>
		<p>Description of the event participants:</p> <ol style="list-style-type: none">1. Number of participants: ca. 1.4 thousand people.2. Countries and organisations of participants: Poland; students, employees of Academic Career Offices, Youth Labour Offices, vocational students.3. Outcome of the event: Increasing awareness of job seekers and students on the functioning of the EURES network, increasing knowledge about EURES websites, European social security systems. Providing information to target groups on the EU labour market, opportunities and ways to safely and effectively seek employment abroad, presenting the EU labour market as an alternative to the local labour market.
		<p>Written outputs and information/dissemination materials:</p> <ol style="list-style-type: none">1. Main subject of the publication: EURES leaflet, brochure on EURES services

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		<p>provided by the Voivodeship Labour Office in Poznań.</p> <p>2. Number of copies: 7 thousand pcs.</p> <p>3. Main target group of these materials: employers, unemployed and people seeking employment abroad.</p> <p>4. How many language versions were produced: 1</p>
<p><u>2.2. Ensuring uniform information materials for the whole country</u> Production of two types of uniform information materials on EURES for the whole country.</p>	<p>Implemented two types of information materials. Circulation has been reduced due to their availability in electronic form on the national EURES website.</p>	<p>Action description: Support for regional information activities included production of two types of information materials: EURES websites and contact details of EURES advisers in the form of business cards. Information on living and working conditions in Poland been updated in four languages and published in the electronic version of the national website. <i>Action partially funded by EURES grant 2012/2013 and partly from MLSP funds.</i></p> <p>Results/outcomes achieved: Number of national information materials: type - 2, circulation – 30.4 thousand</p> <p>The effect was the increase in awareness of job seekers and students on the functioning of the EURES network, increased knowledge of EURES websites, living and working conditions in Poland.</p> <p>Written outputs and information/dissemination materials:</p> <p>1. Main subject of the publication: information on EURES websites, information on contact details of EURES advisers from VLOs, living and working conditions in Poland.</p> <p>2. Number of copies: 30,4 thousand</p> <p>3. Main target group of these materials: people seeking jobs abroad.</p> <p>4. How many language versions were produced: 4</p>
<p><u>2.3. Maintaining and</u></p>	<p>Visits to the national website</p>	<p>Action description:</p>

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<p><u>developing the national EURES website</u> Providing increased access to information on EURES through the development of the national EURES website.</p>	<p>increased because of its extensive information resources, especially in the publication of job offers.</p>	<p>The national website has been adapted to the needs of the unemployed, job seekers and employers. It includes extended blocks of information in four languages; many articles have been developed graphically. Improved software for jobs management developed by EURES advisers. There have been many modifications to the database support software functioning on the website for: monitoring, calendar of events, users on the internal network, details of EURES staff. We have also implemented the ability to watch videos.</p> <p>Results/outcomes achieved: Number of visits to the national EURES website: 958.8 thousand</p> <p>The effect is the increased access to information on EURES services, jobs and the EURES network.</p>
<p><u>2.4. Providing information on the EURES on VLOs and PLOs websites</u> Publication of information on EURES activities on websites of regional and local employment offices to meet the needs of users.</p>		<p>Action description: Information on EURES activities and the functioning of EURES network is presented on the websites of labour offices. <i>Action not funded by EURES grant 2012/2013 by from VLOs and PLOs funds.</i></p> <p>Results/outcomes achieved: Number of VLOs having information on EURES on their websites – 16, regional and ca. 340 local labour offices. The effect is the increase in access to local and regional information on the functioning of EURES network.</p>
<p><u>3. Inclusion of information on the EURES for key publications issued by public employment services.</u> <u>3.1. Inclusion of information about the activities and services of EURES in</u></p>	<p>Implemented a greater number of publications (some of the costs were covered from own funds).</p>	<p>Action description: Information on EURES services provided by labour offices was included in internal bulletins issued by VLOs, regional press and on the Internet. <i>Action partially funded by EURES grant 2012/2013 and partly from VLO funds.</i></p> <p>Results/outcomes achieved: Number of VLOs internal publications with information on EURES: 9 (circulation 3.3 thousand); Number of VLOs external publications with information on EURES: 8 (1 article - regional newspaper, circulation of ca. 50 thousand; seven articles on the Internet</p>

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<p><u>publications issued by VLOs</u></p> <p>Publication of information materials on EURES services in internal bulletins of labour offices, regional press and on the Internet</p>		<p>- about 1.4 thousand people read this publication).</p> <p>Publications extended the group of persons who received information about EURES services, including practical information on job mobility and references to websites on EURES.</p> <hr/> <p>Target groups the action reached: unemployed and people seeking jobs abroad, employers</p> <p>including:</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: voivodeship labour offices, voivodeship employment council, powiat labour offices.</p> <hr/> <p>Type of event: newsletters, articles in regional newspapers and on websites</p> <hr/> <p>Place and date of the event: Lubuskie – October 2012, Mazowieckie – May-June 2012, November-December 2012, January-February 2013, March-April 2013; Podlaskie – No. 2/13, Wielkopolskie – November 2012, December 2012, May 2013, Zachodniopomorskie – January 2013.</p> <hr/> <p>Written outputs and information/dissemination materials:</p> <p>1. Title: Voivodeship newsletters: Lubuskie, Mazowieckie, Podlaskie, Wielkopolskie, regional newspapers.</p> <p>2. Main subject of the publication: EURES services, summary of regional EURES activities at the regional level.</p> <p>3. Number of copies: internal – 3.3 thousand, external – 50 thousand</p> <p>4. Main target group of these materials: unemployed, people seeking jobs abroad,</p>
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		employers
		5. How many language versions were produced: 1
<p><u>3.2. Publication of information on EURES on MLSP portal and on Polish PES portal</u> EURES issues were included in the information package published on the MLSP website and on the portal of the Polish Employment Services.</p>	Planned activities were implemented.	<p>Action description: EURES issues were included in the information package published on the MLSP website and on the portal of the Polish Employment Services.</p> <p><i>Action not funded by EURES grant 2012/2013 by from MLSP funds.</i></p>
<p><u>4. Inclusion of EURES activities and mobility issues in national strategies by incorporating EURES and mobility issues in national PES plans</u></p> <p><u>4.1. Ensuring maintenance of regulations on mobility and EURES in Polish law.</u></p>		<p>Action description: It is ensured that the regulations on mobility and EURES network will function in Polish law. The relevant provisions were included in the Act on employment promotion and labour market institutions and in executive orders. This approach allows for proper implementation of EURES tasks with decentralized public employment services in Poland.</p> <p>As part of the above activities, a draft national law was prepared, relating to the need to implement EURES reform in the country in the proposed amendment to the Act on employment promotion and labour market institutions.</p> <p><i>Action not funded by EURES grant 2012/2013 by from MLSP funds.</i></p>
<p><u>4.2. Inclusion of EURES tasks in strategic documents for the employment policy in Poland.</u></p>		<p>Action description: It was ensured that EURES tasks are included in the strategic documents for the employment policy in Poland, such as: the National Action Plan for Employment and the National Reform Programme.</p> <p><i>Action not funded by EURES grant 2012/2013 by from MLSP funds.</i></p>
<p><u>4.3 Collaboration with representatives of the</u></p>		<p>Action description: Ongoing collaboration with representatives of the Marshal Offices, poviats and local</p>

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<u>Marshal Offices, poviats and local governments in the voivodeship under the respective EURES activities.</u>		governments in the voivodeship under EURES activities. <i>Action not funded by EURES grant 2012/2013 by from MLSP funds.</i>
<u>5. Raising the awareness of job seekers and employers about the opportunities offered by mobility</u> Implementation of the action included in other activities under this grant.		Action description: Implementation of the action included in other activities under this report.
<u>6. Development of support services for management of cooperation with the customer and provision of technical infrastructure in this area.</u> Providing EURES staff 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.		Action description: 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. <i>Action not funded by EURES grant 2012/2013 by from VLOs and PLOs funds.</i>

GUIDELINE No. 2 – Ensuring services to employers

<u>1. Development of a strategy to ensure that all employers, especially small and</u>	A small part of the work has not been implemented or only partially implemented because	Action description: EURES staff organised seminars and information meetings with Polish employers and employers' organizations, where information was provided on services and forms of
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<p><u>medium-sized enterprises, have access to information on EURES (...)</u></p> <p><u>1.1 Regional strategies/information activities for Polish employers</u></p> <p>Organization of seminars, conferences and meetings/information days, etc. for employers, carrying out multimedia presentations. Development and publishing of sponsored articles in the press (including the specialized press), radio and TV, newspaper advertisements, banner ads on the Internet, development and printing of information materials.</p>	<p>of insufficient interest of employers in participating in the meeting or difficulties in setting and keeping the meeting dates. It was proposed then to carry out individual consultations on the EURES services by telephone or mail.</p>	<p>assistance provided by the EURES network to Polish employers, including in the field of international recruitment. The meetings also provided information concerning the employment of foreigners, the provisions of the Social Insurance Institution (SII), the National Health Fund (NHF), and tax issues and issues related to labour law.</p> <p>EURES staff also participated in local and regional events, e.g. information days, cooperation exchanges and workshops, <i>inter alia</i> by providing information stands, distributing materials and information on EURES.</p> <p>Information on EURES services was also provided during organisation of job fairs. Presented issues included cross-border mobility, as well as good practices in other countries in the context of EURES/PES cooperation with employers. There was also an outline of the current situation on labour markets in different countries. Much of the information for employers was also transmitted by telephone, e-mail and/or mail.</p> <p>The employers' organizations were informed about job fairs organised in the EU.</p> <p>Conferences were organised for Polish employers, associations of employers, representatives of labour market institutions and local authorities and other organizations, which presented the activities and services of the EURES network for employers and job seekers.</p> <p>Various materials were distributed during the meetings and contacts with employers: leaflets and brochures produced by the MLSP, the European Commission, VLOs, occasional handouts, information packages on the EURES network services focused on support in the conduct of international recruitment, promotion materials (gadgets, pens, folders, notebooks, etc.) and materials prepared for individual activities (e.g. 5 thousand 4-page brochures)</p> <p>A guide for employers was produced, with information on co-operation with public employment services, a wide range of services of the EURES network and selected legal issues.</p> <p>Articles and announcements were developed and published about the scope of the EURES services for employers and support for mobility, development of the European labour market and support offered to employers by the EURES network. These articles were published in local newspapers and in selected trade press for employers.</p>
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		<p>Promotion campaigns were conducted for the EURES network (articles and newspaper ads in local newspapers) showing the range of EURES services and information campaigns in the press about the project planned to support employers.</p> <p>A weekly campaign on the EURES services was conducted for employers through radio RDN Nowy Sącz. In addition, promotional activities for employers were carried out with a radio spot, mailing, information on websites.</p> <p>An advertising banner was posted on the web portal www.monsterpolska.pl.</p> <p><i>Action partially funded by EURES grant 2012/2013 and partly from VLO funds.</i></p> <p>Results/outcomes achieved: Expanding awareness among employers on the EURES network services for employers and opportunities offered by EURES, tools and channels as well as resources to be used for hiring foreigners. Providing information on the scope of activities of the various institutions of the labour market and in particular the labour offices. Through the use of media (e.g. newspapers, radio), there group of recipients of EURES information have been greatly extended. Distribution of sets of information materials regarding EURES services among employers and representatives of employers' organizations. Dissemination of information (including web addresses) in paper format allows for storing and using it over a long period of time. giving employers the possibility of direct exchange of experiences during organised events.</p> <p>Number of organised information meetings for employers: 10, number of organised seminars: 3, number of conferences: 2, number of sponsored articles about the possibility of recruiting employees: 8, number of newspaper advertisements: 13, number of events in which EURES staff participated: 11, number of contacts made during the meetings: ca. 250, number of promotion campaigns in the media: 3,</p>
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		<p>number of web portals which contained banner ads: 1, number of advice given 840, including: to employers - 368; to labour market institutions: 472, number of delivered packages of information for employers: 750 and a booklet with a circulation of five thousand</p> <p>Target groups the action reached: Polish employers, employers' organizations, representatives of companies from various industries, workers and representatives of various labour market institutions, representatives of local authorities, representatives of non-governmental organizations</p> <p>including:</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: Polish employers' organizations, the Regional Association of Employers in Jelenia Góra, Sudety Chamber of Industry and Commerce, Lower Silesian Chamber of Commerce, the Western Chamber of Commerce, the Lower Silesian Chamber of Craft, Karkonosze Regional Development Agency, the Association for the Promotion of Lower Silesia, Employment Agency Work Service SA, the Association of Employment Agencies and the National Convention of Employment Agencies, Kujawsko-Pomorskie Chamber of Crafts and Entrepreneurship, the Chamber of Commerce and Trade of Kujawsko-Pomorskie Voivodeship, SSI, VLC, National Convention of Employment Agencies, Aviation Valley Association, the National Health Fund, the National Labour Inspectorate, Labour Offices, representatives of local authorities, La Puerta, AXA POLAND, GENERALI, TOOLIP HR, ING, Mówisz and Masz, BARTBO, Work Service, HR Progress, MLO Olsztyn, UPPO Olsztyn, WKU Olsztyn, WSzW Olsztyn, Medella, VLC Olsztyn, OSZ Klebark Wielki, ERANDVA Olsztyn, Polskie Budownictwo Czyszowe SA, Solid Security, Fresh Portal, WSIIE TWP, TEB EDUKACJA, UMW Olsztyn, BGŻ SA, PBC SA, OKSM SA, MOPS Olsztyn, ZSEM Olsztyn, School Complex No. 3 in Olsztyn, WSSD Olsztyn, Primary School No. 7 Olsztyn, ASIF, Schwarte-Milfor, Olsztyn College, ZTM, the Association of Private Trade and Services, Olsztyn Science and Technology Park, Cogito Edukacja SC, Powiat</p>
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		<p>Staroste in Olsztyn, Laurentius Foundation, the Voivodeship Police Headquarters in Olsztyn, Warmia and Mazury Department of Border Guard, Promedica 24, TRANSCOM WORLDWIDE, Centre for Continuing Education "Optimum", TES Edukacja, OCTIM, Centus Via, Euro Cliner, PKS in Olsztyn, Mazury Cooperative Bank, LOX MS, CC Consulting Coaching, PHU Atom, GLOB,</p>
		<p>Type of event: seminar, information meeting, conference, press article, advertisement in newspapers, radio broadcast</p>
		<p>Place and date of the event: Wrocław 05.02.2013; Wrocław 21–22.03.2013; Lubań 22.03.2013; Bydgoszcz 12.12.2012, 22.05.2013; Tarnów 08.09.2013; Opole 10.05.2013; Tarnobrzeg 17.04.2013; Łańcut 18.04.2013; Leżajsk 25.04.2013; Suwałki 22.04.2013; Chojnice 14.03.2013; Puck 15.03.2013; Gdańsk 17.04.2013; Łubiana near Kościerzyna 06.04.2013; Olsztyn 12-13.04.2013</p>
		<p>Description of the event participants:</p> <p>1. Number of participants: ca. 940</p> <p>2. Countries and organisations of participants: Countries: Poland, Germany, Russia Organisations: employers' organizations, entrepreneurs, trade union councils, Kujawsko-Pomorskie Chamber of Crafts and Entrepreneurship, the Chamber of Commerce and Trade of Kujawsko-Pomorskie Voivodeship, Aviation Valley Association, marketing companies, various institutions/entities acting on behalf of human resources, labour offices, private employment agencies, career offices, representatives of the MLSP, local authorities, powiat governments, Association of Village Administrators in Pomorskie Voivodeship, La Puerta, AXA POLSKA, GENRALI, TOOLIP HR, ING, Mówisz and Masz, BARTBO, Work Service, Progres HR, MLO Olsztyn, UPPO Olsztyn, WKU Olsztyn, WSzW Olsztyn, Medella, OHP Olsztyn, OSZ Klebark Wielki, ERANDVA Olsztyn, Polskie Budownictwo Czynszowe S.A., Solid Security, Fresh Portal, WSliE TWP, TEB EDUKACJA, UWM Olsztyn, BGŻ SA, PBC SA, OKSM SA, MOPS Olsztyn, ZSEM Olsztyn, School Complex No 3 in Olsztyn, WSSD Olsztyn, Primary School No. 7</p>

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		<p>in Olsztyn, KRUS, Schwarte-Milfor, Olsztyn College, ZTM, the Association of Private Trade and Services, Olsztyn Science and Technology Park, Cogito Edukacja SC, Powiat Staroste in Olsztyn, Laurentius Foundation, the Voivodeship Police Headquarters in Olsztyn, Warmia and Mazury Department of Border Guard, Promedica 24, TRANSCOM WORLDWIDE, Centre for Continuing Education "Optimum", TES Edukacja, OCTIM, Centus Via, Euro Cliner, PKS in Olsztyn, Mazury Cooperative Bank, LOX MS, CC Consulting Coaching, PHU Atom, GLOB,</p> <p>3. Outcome of the event</p> <p>Participants were provided full information on the services provided by EURES to employers, including procedures for European employment placement, labour market instruments available to employers and supporting their business, tax laws, issues related to health care, labour law and social security.</p> <p>Information was presented on the projects and the reform of EURES. The participants gained knowledge of the current situation on the labour market, the ESF-funded projects aimed at the unemployed, among others in rural areas.</p> <p>Survey conducted during one of the projects showed that the meeting met the expectations of the participants; they see a need to organise such events in the future. Numerous publicity materials on EURES service were distributed during the events. The long-term effect will be the use by employers of acquired knowledge and use of PES and EURES services.</p> <p>Written outputs and information/dissemination materials:</p> <p>1.1. Title: "EURES for employers"</p> <p>1.2. Main subject of the publication: EURES services for regional employers</p> <p>1.3. Number of copies: 500</p> <p>1.4. Main target group of these materials: employers in the Lublin region</p> <p>1.5. How many language versions were produced: one (Polish)</p> <p>2.1. Title: Advertorial - Looking for a worker from the EU? Call the European Employment Service.</p> <p>2.2. Main subject of the publication: EURES services for employers</p> <p>2.3. Number of copies: circulation: 6.5 thousand</p>
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		<p>2.4. Main target group of these materials: regional employers 2.5. How many language versions were produced: one (Polish)</p> <p>3.1. Title: EURES services provided by the Voivodeship Labour Office in Poznań. 3.2. Main subject of the publication: EURES services provided by the VLO in Poznań. 3.3. Number of copies: 5 thousand 3.4. Main target group of these materials: Polish employers 3.5. How many language versions were produced: one (Polish)</p>
<p><u>1.2. European employment placement for Polish employers</u></p> <p>Implementation of international projects (Austria) for the exchange of personnel (organization of meetings of employers and EURES staff of both countries, implementation of workers exchange). Participation of Polish EURES advisers in foreign recruitment events in the EEA, organization of recruitment meetings at home and abroad.</p>	<p>Most of the tasks have been completed. Not completed tasks were associated with the lack of opportunities for EURES staff to participate in all foreign events, also due to temporary staff shortages. In individual cases, there was a lack of interest of employers.</p>	<p>Action description: European employment placement for Polish employers was carried out mainly through the participation of Polish EURES advisers in European events such as job fairs, European Job Days and seminars organised by foreign partners. EURES Advisers from VLOs participated in 18 events in the EEA.</p> <p>Participation in fairs was preceded by collection of Polish job offers from employers interested in recruiting workers from the EU/EEA. Before the fairs, EURES advisers also disseminated information among employers about opportunities to participate (in some cases free of charge) in job fairs.</p> <p>During the fairs, the staff presented jobs reported by businesses and other EURES advisers. The staff also provided information on jobs located in the central database of jobs available on the website of public employment services. The staff also passed on information about taking up employment in Poland and living and working conditions in Poland, as well as on how to look for work, set up business, the social security system and taxes. Information was distributed on paper - leaflets, brochures and in electronic form. This information was often prepared in a foreign language - English, French.</p> <p>The fair was attended by representatives of a few to several countries, both EURES advisers and representatives of employment agencies and other institutions with their own stands, and the number of visitors to the various events ranged up to about 11.6 thousand people.</p> <p>European employment placement services were provided on an ongoing basis, passing job offers from PLOs to distribute by the EURES advisers from the countries, to which</p>

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		<p>offers pertained.</p> <p>Information meetings with employers were conducted for the presentation of EURES services provided to employers and transmission of information on the employment of foreigners.</p> <p>Results/outcomes achieved:</p> <p><u>Within job fairs:</u></p> <p>International Job Fair Seasonal Job Fair - Kaunas and Klaipeda, Lithuania - presented job offers from employers from Kujawsko-Pomorskie Voivodeship and other Polish regions, provided information about employment opportunities in Poland, presented a multimedia presentation about living and working conditions in Poland. There was a promotion of Polish employers and the Polish labour market.</p> <p>The fair Io Lavoro - Turin, Italy - the leitmotif of the fair was to work in tourism and hotel industry. The event was attended by EURES advisers from 12 countries of the EU/EEA, the stands were put up by 59 employers and 12 organizations. The fair was visited by about 8 thousand people. The stand of Polish EURES staff was visited by 76 people, of whom 57 were foreigners. Jobs were made available from the region represented by the adviser (about 300 offers). Jobs in Italy were obtained and contact was made with a Swiss company seeking people for work. 12 presentations were conducted on living and working conditions in Poland.</p> <p>Job Fair “11^{eme} Rendez-vous Etudiants-Professionnels” and a seminar “Mobility des jeunes diplomes” – Perpignan, France - aimed mainly at young people, students and graduates of the University of Perpignan, interested in taking up work or practice in France and abroad. Stands of ca.110 exhibitors were grouped thematically. The section on employment abroad included 13 stands of EURES advisers from nine countries. Polish stand was visited by 47 people, mostly students. In addition to offers located in the EURES database, the staff presented job offers of two companies addressed to the French with a total of 23 positions and 20 jobs from Polish employers. Offers were intended for a total of 138 people.</p> <p>The seminar “Mobility of graduates” was devoted to the comparison of higher education systems across the EU/EEA and career opportunities offered to graduates. Invited EURES advisers from nine countries gave presentations on labour market and</p>
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		<p>the organisation of higher education in their respective countries.</p> <p>The Fair UK EUROPEAN DAY JOB - Belfast, United Kingdom - the leitmotif was work for the unemployed and for young people/graduates. The event was attended by EURES advisers from six EU/EEA countries; Poland was represented by two EURES advisers. The stands were put up by 41 employers and 12 organizations. The fair was visited by about 2 thousand people. The stand of Polish EURES staff was visited by 66 people, for the most part foreigners, mostly British. Polish advisers shared 30 job offers. Cooperation was established with one employer. During the fair, the staff handed leaflets about working and living conditions in Poland in Polish and English.</p> <p>Job Fair Expo 2012 - Riga, Latvia - aimed at the unemployed, job seekers and people seeking information on living and working conditions in the EU. Exhibitors were EURES advisers from eight countries and three employers. Poland was represented by three EURES advisers. Panel discussion on job interviews, job search and self-presentation organised during the fair enjoyed the greatest interest of participants. Polish advisers presented more than 70 jobs from across Poland. They also provided information on Polish labour market and living and working conditions in Poland. Polish stand was visited by about 50 people, mostly Latvians and Russians. The fair was visited by ca.1 thousand people.</p> <p>Employment and Advice Fair - Dublin, Ireland - addressed to people looking for a job in Ireland and in other EU/EEA countries, included a variety of issues related to the move to another country. The event was attended by EURES advisers from 14 EU/EEA countries; Poland was represented by two advisers. The stands were put up by 14 employers and 10 organizations. The fair was visited by about 4 thousand people, Polish stand – by ca. 400 people, of whom 92 were foreigners, citizens of Ireland and other countries. The largest group were Poles, their questions related to the current situation on the Polish labour market, employment opportunities after returning to the country, establishment of business. During the fair, advisers made available jobs from the regions they represented (ca. 300 jobs submitted to labour offices). They also distributed handouts "Living and working conditions in Poland" (over 500 pcs), a flyer on European Employment Services (over 300 pcs).</p> <p>European Job Day 2013 - Mandorf-les-Bains, Luxembourg - aimed at the unemployed, job seekers and people seeking information on living and working</p>
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		<p>conditions in the EU. The fair was attended by 30 exhibitors: EURES advisers from six countries, three employment agencies and 18 employers. Polish EURES Adviser had more than 30 job offers from across Poland. A total of 600 people visited the fair.</p> <p>EURES Jobs and Mobility Fair 2012 - Malta was organised by EURES in cooperation with EUPA (European Union Programmes Agency). EURES advisers from all participating countries were to make presentations on living and working conditions in their countries. EURES Adviser from Poland provided information on how to look for work in Poland and on opportunities for employment in various industries.</p> <p>International Job Fair - Campobasso and Termoli, Italy - a two-day event dedicated to those seeking employment and opportunities for up-skilling in other EU/EEA countries and aimed to provide information on various aspects of moving to another country. The fair was attended by two Polish EURES advisers. They presented more than 17 Polish job offers. They also provided information on living and working conditions in Poland.</p> <p>International Job Fair Profesia Days - Prague, Czech Republic - organised by EURES Czech Republic and Internet portal dedicated to work. During the fair, the staff made available the information on the possibilities of working in the Czech Republic and EEA countries. The fair was attended by EURES advisers from 9 EU/EEA countries and Switzerland, as well as representatives of EURES-TriRegio Crossborder Partnership. The event was attended by a total of 85 exhibitors, including 54 employers who provided about 7,969 jobs. Polish EURES stand was visited by about 50 people; EURES advisers prepared about 30 job offers from Polish employers. Handouts were made available in Polish, English and German, e.g. guides "Living and working conditions in Poland", a flyer "EURES your work in Poland", a list of useful web addresses to find work in Poland.</p> <p>International Job Fair JOBSEXPO - Prague, Czech Republic - the project involved 90 exhibitors, including many companies and institutions dealing with migration and employment. The fair was attended by 13 EURES advisers from 11 countries, two advisers from Poland. Polish stand was visited by about 60 people; advisers prepared about 50 job offers from Polish employers. They provided information on job offers, handed out leaflets and handouts and printouts of job offers, there was a laptop with internet access,</p> <p>European Jobs Days - Louvain La Neuve and Namur, Belgium - presented</p>
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		<p>information on living and working conditions in Poland and the Polish labour market, job search methods, setting up business, social security and taxes. The staff disseminated job offers of Polish employers interested in hiring foreigners. They also distributed EURES information and promotional materials.</p> <p>International Job and Information Fair - Dundalk, Ireland - the Polish stand disseminated information on living and working conditions in Poland and the Polish labour market, job search methods, setting up business, social security and taxes. The advisers presented job offers of Polish employers interested in hiring foreigners in industries such as construction, retail, mechanics, finance, catering, wood, metal. They also distributed EURES information and promotional materials.</p> <p>European Job Day - Lithuania, Vilnius - a two-day project aimed at those seeking jobs, including in Poland. It was attended by ca. 200 visitors. During the event, the advisers provided information on the current situation on the labour market in Poland, wanted jobs, job opportunities, business practices and conditions for obtaining funds for starting up business, some consultations were conducted via Skype. EURES advisers made available jobs from the central database of jobs - more than 9 thousand jobs in Poland, which is available on the website of Polish PES and 70 jobs provided by EURES staff from across Poland. They provided information to ca. 30 people interested in working in Poland.</p> <p>European Job Day and EURES Recruitment Info Day - Turku, Finland - European Job Day was aimed primarily at students and graduates of Finnish universities. The main focus was on holiday and seasonal work and career counselling. The event was attended by EURES advisers from 7 countries. During the fair, there were presentations on how to seek employment through the EURES network, the situation on the Finnish labour market, setting up own business. Participants had the opportunity to hear presentations on the social security system in Finland and exchanged experience in coordination of social security systems in the EU/EEA.</p> <p>Information and Recruitment Day - for about 20 Finnish employers. EURES advisers from Estonia, Latvia, Lithuania, Poland, Portugal, Slovakia and Spain prepared presentations on the situation in national labour markets, including on surplus and deficit professions; they also presented opportunities and forms of support for Finnish</p>
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		<p>employers in recruiting workers from abroad.</p> <p>“6^{ème} Salon du TAF – Travail Avenir Formation” – Montpellier, France – 6th TAF Fair - Work Future Development was organised in five departments of the administrative region of Languedoc-Roussillon in March and April 2013. The fair was attended by a total of 480 exhibitors. More than 22 thousand visitors could take advantage of 2400 jobs submitted by 380 companies and familiarize themselves with the offer of 100 training and educational institutions. The event was also attended by EURES advisers from Sweden and Poland. Polish EURES stand was visited by about 100 people, 47 people were informed about the living and working conditions and the possibility of searching for jobs in Poland. 9 jobs were made available. Handouts were made available in French. The advisers also received 12 CVs from people interested in taking up employment in Poland.</p> <p>International Job Fair - JOB Expo - Nitra, Slovakia - during the fair the Polish EURES stand was visited by ca. 200 people, the advisers provided 60 tips regarding job search and living and working conditions in Poland. The visitors were offered more than 30 jobs from Polish employers.</p> <p>European employment placement was carried out on a regular basis during ad hoc meetings and contacts with Polish employers. EURES services and labour market issues were presented to employers. The meetings promoted the establishment of good relations with employers and better cooperation.</p> <p>Contacts with employers also were done by telephone and electronic communications, eliminating the need to incur the costs associated with direct visits of EURES staff with employers in the region.</p> <p>Execution of the tasks in this activity also allowed the exchange of experience and closer cooperation with foreign EURES advisers, obtaining more detailed information on the labour market in each country, establishing contacts with foreign employers.</p> <p>It also contributed to the cooperation between Polish employers and foreign institutions, employers and employers' organizations.</p> <p>Polish labour market was promoted in the EU/EEA countries, including in relation to people from outside the EU/EEA.</p> <p>Advisers participated in 17 job fairs.</p> <p>Individual events were attended by 40 to 20 thousand people; the events were attended</p>
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		<p>by EURES advisers from 2 to 18 EU/EEA countries, representatives of employers and employers' organizations, and other exhibitors.</p> <p>The following results were obtained:</p> <ul style="list-style-type: none">• Number of vacancies managed by VLOs, notified by Polish employers interested in recruitment of foreigners from the EU/EEA: 1 282;• Number of foreigners from the EU/EEA employed by Polish enterprises under the European employment services provided by VLOs: 0 (no data from employers);• Participation in international events (number of events): 22;• Number of visitors to the Polish stand: 1 950;• Number of employers (domestic and foreign) interested in developing a model of employees exchange: 27;• Number of participants: 108 482. <p>Target groups the action reached: Polish employers, foreign employers, individuals participating in job fairs (unemployed and seeking employment in other EU/EEA countries), students and university graduates, people looking for information about living and working conditions in Poland</p> <p>including:</p> <p>1. The EEA countries taking part in the action: Poland, Austria, Belgium, Bulgaria, Czech Republic, Denmark, Estonia, Finland, France, Greece, Spain, Netherlands, Ireland, Lithuania, Latvia, Luxembourg, Malta, Norway, Portugal, Romania, Slovakia, Slovenia, Spain, Switzerland, Sweden, Hungary , United Kingdom, Italy</p> <p>2. Organisations from Poland and abroad participating in the action or reached through the action: public employment services of EU/EEA countries, partner organisations of the labour market, employment agencies, training institutions, universities, organizations involved in international exchanges, labour market organizations related to employment and raising funds for the development, taxes and insurance, trade companies, transport company, organizations involved in international exchanges.</p> <p>Type of event: International Job Fair, European Job Fair, Job Days, information meeting</p>
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		<p>with employers and employers' organizations</p> <p>Place and date of the event: Kaunas and Klaipeda, Lithuania, 06-07.03.2013; Turin, Italy 12-13.10.2013; Perpignan, France, 23-24.10.2012; Belfast, UK, 21.11.2012; Riga, Latvia, 6-9.12.2012; Dublin, Ireland, 18-19.04.2013; Mandorf-les-Bains, Luxembourg, 24-26.04.2013; Malta, 14-15.12.2012; Campobasso and Termoli, Italy, 21-22.03.2013; Prague, Czech Rep., 24-25.10.2012; Prague, Czech Rep., 14-15.03.2013; Louvain La Neuve and Namur, Belgium, 9-10.10.2012; Dundalk, Ireland, 22-23.02.2013; Vilnius, Lithuania, 17-20.12.2012; Turku, Finland, 27-28.02.2013; Nitra, Slovakia, 18-19.04.2013; Montpellier, France, 14-15.03.2013; Wrocław, Poland, 27.11.2012</p>
		<p>Description of the event participants:</p> <p>1. Number of participants: In total more than 100 000 visitors Individual events attended by 40 to 11 500 people</p> <p>2. Countries and organisations of participants: Countries: Poland, Austria, Belgium, Bulgaria, Czech Republic, Denmark, Estonia, Finland, France, Greece, Spain, Netherlands, Ireland, Lithuania, Latvia, Luxembourg, Malta, Norway, Portugal, Romania, Slovakia, Slovenia, Spain, Switzerland, Sweden, Hungary, United Kingdom, Italy Organisations: public employment services of the EU/EEA countries, labour market organizations, training institutions, employment agencies, organizations involved in international exchanges</p> <p>3. Outcome of the event: Providing visitors to the Polish stand with information on available jobs and opportunities to seek employment in Poland. EURES advisers provided visitors with information on situation on the Polish labour market, the conditions for unemployment benefits and the possibility of transferring it to the European Union. They provided information on working and living conditions in Poland. Polish labour market was promoted in the EU/EEA countries,</p> <p>Acquiring knowledge by Polish employers and employers' organizations in the field of EURES services for employers, labour market instruments available to employers and supporting their activities, the current situation on the labour market, European</p>

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		<p>employment placement procedures, issues related to the employment of foreign nationals from outside the EU.</p> <p>Cooperation was established with foreign institutions and employers' organizations and between Polish and foreign employers.</p> <p>Exchange of experiences and closer cooperation with EURES advisers from other countries will contribute to increasing the level and effectiveness of EURES services.</p> <p>Written outputs and information/dissemination materials: Information and promotional materials developed by the European Commission, MLSP and own VLOs materials.</p>
<p><u>1.3. Participation in European events abroad in order to promote employment in Poland and offers of Polish employers</u></p> <p>Participation of EURES advisers in various events abroad: European Job Days, European (local) Job Fairs, Work Week, Labour Day, Europe Day, Career Days/Fair, European Recruitment Fair, Information Days and other events in accordance with the invitation of foreign partners (e.g. Irish project "Dialogue"). Activity related to action 4.2 of Guideline 3 "Organising visits of foreign EURES staff to establish contact and to get job offers from foreign</p>	<p>Most of the tasks were completed. Not completed tasks were associated with the lack of opportunities for EURES staff to participate in all foreign events; Some of the tasks were completed in action 1.2. European employment placement for Polish employers. A barrier was also a limited number of invitations for advisers from one country to participate in international events</p>	<p>Action description: Participation in European events mainly related to projects such as fairs and job days, seminars and workshops. EURES advisers took part in a total of nine European events abroad. These events are reported through two actions: <i>1.2. European employment placement for Polish employers</i> and <i>1.3. Participation in European events abroad</i>. Events attended by Polish EURES advisers: JOB EXPO 2012 – Riga, Latvia, European Job Day - St. Etienne, France JOB FAIR - Prague, Czech Republic, Job Fair - JOB Expo - Nitra, Slovakia, Seminar-training on the operation of German labour administration - Berlin, Germany, Workshops <i>Finding your place in the labour market. Poland or Ireland?</i> – Dublin, Ireland.</p> <p>During the events, Polish EURES advisers provided information on living and working conditions and the labour market in Poland, ways to look for work, setting up business, social insurance, taxes. They disseminated job offers of Polish employers interested in hiring foreigners. They also provided jobs registered with poviats labour offices and made available on the website www.psz.praca.gov.pl. They distributed handouts, leaflets and brochures prepared by the MLSP, the European Commission, VLOs. Similar information was also provided during meetings and seminars, usually profiled according to subject matter of events. During the seminar-training in Berlin, there was a discussion on the principles of</p>

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employers".		<p>operation of the German labour market, employment placement and services for employers and job seekers.</p> <p>In Ireland, workshops for unemployed Poles and those planning to return to Poland were held in connection with the growing problem of unemployed Poles. The first part of the meeting presented situation on the Polish market and looking for work in Poland and the Irish system of social benefits for the unemployed and ways to seek employment in Ireland. The second part of the meeting involved individual counselling conversations with interested customers and concerned CVs and how to look for work.</p> <p>JOB EXPO 2012 was visited by 970 people; seminar-training was attended by over 20 people. The workshops for the unemployed Poles were attended by 25 participants, as a result 6 people signed up for the consultation on CVs, intending to leave Ireland and seek employment in Poland in the near future</p> <p>In addition, EURES advisers took part in the following three events:</p> <p>Job Fair - Galway, Ireland (29-30.06.2012) organised by Public Employment Services in Galway and Dublin. The fair were aimed mainly at people looking for work in other countries and were designed to provide information on various aspects of moving to another country. During the fair, the advisers presented job offers and information on the possibilities of taking up employment and living and working conditions in Poland. The fair was attended by representatives of the various institutions involved in the labour market and working in the field of education, 14 Irish employers had their own stands. The fair was visited by five thousand people, the Polish stand by 50 people; Polish advisor had job offers from two companies.</p> <p>European Job Days - Paris pour l'emploi - 2012, Paris, France (4-5.10.2012;) - organised by Public Employment Services and organizations working for employment of disabled people, organisations involved in the training of adult learning, and others. The fair was aimed at people seeking jobs in France and other European countries.</p> <p>Stands were put up by ca. 520 exhibitors, 20 foreign employers and EURES advisers from 16 countries. The fair was visited by ca. 5500 people; the Polish stand by 133 people, Polish adviser had 2 offers addressed to the French (a total of 23 positions) and 20 offers of Polish employers, for a total of 138 people. Eight candidates submitted documents for work in Poland. Contacts were established with three French</p>
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		<p>employers.</p> <p>UK Labour Market and Recruitment Process Workshop - London, UK, 13-17.05.2013 related to changes in the functioning of UK employment services and recruitment of candidates from the EU. Workshops provided information regarding the British labour market, industries with the highest and lowest demand for workers. They presented operation of recruitment companies and the problem of illegal employment proposals.</p> <p>The workshops were attended by EURES advisers from 22 countries. Workshops familiarised participants with the living and working conditions in the UK and the changes in the UK labour market.</p> <p><i>Action 1.3 partially funded by EURES grant 2012/2013 and partly from MLSP funds.</i></p> <hr/> <p>Results/outcomes achieved:</p> <p>Employer obtained support in disseminating their job offers to foreigners. Visitors to the fair were informed about the possibilities of employment in Poland and on the living and working conditions and the labour market situation in Poland. Job offers of Polish employers interested in hiring foreigners were made available; several presentations were conducted for visitors. Valuable information was obtained about the labour market in other countries. Participation in the events was also an opportunity to share experiences and plan future collaboration with partners from other countries in terms of recruitment and career mobility projects. JOB EXPO 2012 was visited by 970 people.</p> <p>Implementation of six events brought the following results:</p> <ul style="list-style-type: none">• Number of vacancies managed by VLOs, notified by Polish employers interested in recruitment of foreigners from the EU/EEA – 270;• Number of foreigners from the EU/EEA employed by Polish enterprises under the European employment placement provided by VLOs – 0;• Number of submitted application documents - 9;• Participation in international events (number of events) – 9;• Number of visitors to the Polish stand – over 620;• Number of people visiting the fair - about 9000;• Number of advisors from EU/EEA countries participating in the fair – ca. 30;
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		<ul style="list-style-type: none">• Number of advice given – 50. <p>As a result of workshops 6 people signed for consultations on CVs; they intend to leave Ireland and seek employment in Poland in the near future.</p> <p>The three events gave the following results:</p> <ul style="list-style-type: none">• Number of vacancies managed by VLOs, notified by Polish employers interested in recruitment of foreigners from the EU/EEA – 163;• Number of foreigners from the EU/EEA employed by Polish enterprises under the European employment placement provided by VLOs – 0 (no data from employers);• Participation in international events (number of events) - 3;• Number of visitors to the Polish stand - 183;• Number of participants: 13 500; <p>Target groups the action reached: Polish employers interested in employing foreigners, job seekers, the unemployed and job seekers interested in working in EU/EEA countries, including Poland, the unemployed Poles living abroad, information seekers, students, graduates.</p> <p>including:</p> <p>1. The EEA countries taking part in the action: Poland, Belgium, Bulgaria, Cyprus, Czech Republic, Estonia, Finland, France, Greece, Spain, Netherlands, Ireland, Lithuania, Latvia, Germany, Norway, Romania, Slovakia, Slovenia, Spain, Sweden, Switzerland, Hungary, Great Britain, Italy</p> <p>2. Organisations from Poland and abroad participating in the action or reached through the action: public employment services, employers' organizations, companies and institutions dealing with migration and employment, commercial companies, the Chambers of Industry and Trade, partnership working in the EURES network.</p> <p>Type of event: International Job Fair, Labour Days, seminars, workshops, meetings with employers and employers' organizations</p> <p>Place and date of the event: Riga, Latvia, 7-8.12.2012; Dublin, Ireland, 13.02.2013; Prague, Czech Rep., 13-15.03.2013; St. Etienne, France, 17 – 20.03.2013; Nitra,</p>
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		<p>Slovakia, 17 - 20.04.2013, Berlin, Germany, 13-14.03.2013; Galway, Ireland, 29-30.06.2012; Paris, France, 4-5.10.2012; London, Great Britain, 13-17.05.2013</p> <p>Description of the event participants:</p> <p>1. Number of participants: ca. 23.5 thousand</p> <p>2. Countries and organisations of participants: Countries: Poland, Belgium, Bulgaria, Cyprus, Czech Republic, Estonia, Finland, France, Greece, Spain, Netherlands, Ireland, Lithuania, Latvia, Germany, Norway, Romania, Slovakia, Slovenia, Spain, Sweden, Switzerland, Hungary, Great Britain, Italy Organisations from Poland and abroad participating in the action or reached through the action: public employment services, employers' organizations, companies and institutions dealing with migration and employment, commercial companies, the Chambers of Industry and Trade, partnership working in the EURES network.</p> <p>3. Outcome of the event: Expanding knowledge on EURES services, mobility and safe travel abroad. Additional opportunities for employers to obtain qualified staff. Opportunity to learn about living and working conditions in other countries. Advertising websites of the EURES network. Providing participants with information on economic situation in the labour market and living and working conditions in Poland. Promotion of Polish job offers and showing an opportunity to take up employment in Poland. Improving access to information and job offers of Polish employers among job seekers. Browsing offers and submitting CV and taking interviews carried out by the current employers. Taking advantage of personalized advice on job search.</p>
<p><u>1.4. Defining needs and problems of regional employers regarding employment of foreign workers</u></p>	<p>Survey was completed.</p> <p>Due to the lack of interest of regional employers in Podlaskie</p>	<p>Action description: An anonymous survey of Polish employers was conducted. The study was carried out by mail, in cooperation with PLOs, as well as during information meetings. 58 completed surveys were received, i.e. 11.6% of the total number of surveys.</p>

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<p>Conducting a survey among 500 employers in Opolskie Voivodeship.</p> <p>Commission of a study defining the needs of employers in Podlaskie Voivodeship. Commission of a study defining the needs and problems of regional employers with regard to employing workers from abroad and dissemination of developed report among regional employers and posting it on websites of VLO in Białystok and Eures Poland</p>	<p>Voivodeship in employing workers from EEA countries (no job offers), the planned study defining the needs and problems of regional employers in recruiting workers from abroad was cancelled, it was concluded that there is no need for such study and spending funds</p>	<p>Results/outcomes achieved: Number of surveys distributed among employers: 500 Number of returned surveys: 58 % of returned surveys: 11,6 The study indicated that there is a certain demand of employers from Opolskie Voivodeship for the employment of workers from abroad; it also allowed determination of the greatest barriers to employment.</p> <p>Target groups the action reached: Polish employers including: 1. The EEA countries taking part in the action: Poland 2. Organisations from Poland and abroad participating in the action or reached through the action: public employment services, employers' organizations</p> <p>Type of event: Survey</p> <p>Description of the event participants: 1. Number of participants: 500 2. Countries and organisations of participants: Poland 3. Outcome of the event: Results of the survey: - 84% of respondents do not employ foreigners - 87% do not intend to hire foreigners - greatest barriers to the employment of foreigners: language barriers, administrative barriers, excessive wage demands, - 31% of respondents indicated that a foreigner should know Polish, majority of respondents would be willing to offer assistance in finding accommodation and completing the formalities upon arrival to Poland.</p>
<p><u>2. Creating and offering so called "mobility packages" for employers that provide information and advice on</u></p>	<p>If the planned meeting with employers could not be held</p>	<p>Action description: Provision of packages of information on European employment placement for Polish employers. During meetings with employers (including 5 events in one of four regions implementing the action), by mail, or e-mail and by telephone contacts, the staff passed</p>

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<p><u>employment placement.</u></p> <p><u>2.1. Mobility packages for Polish employers</u></p> <p>One expects preparation of an information package on services of the EURES network, and then sending it in the form of e-mail/newsletter to selected employers of Kujawsko-Pomorskie Voivodeship.</p>	<p>because of the dates or other tasks implemented by EURES staff, the task was carried out through telephone and email.</p>	<p>information and information packages containing a description of services provided for employment placement and supporting European job mobility. Packages transmitted in electronic form included a multimedia presentation and brochures on EURES recruitment possibilities. Information packages were also sent on the occasion of job fairs. Larger packages of leaflets were distributed among Chambers of Industry and Trade, the Lower Silesian Chamber of Commerce, the Federation of Employers and other institutions. A campaign in local and regional newspapers was organised (articles and announcements -15). Information on the EURES services was provided to employers on an ongoing basis as well as information and promotional materials. Help was offered to employers in recruiting employees through tailor-made job placement services, including preparation of job offers.</p> <p><i>Action partially funded by EURES grant 2012/2013 and partly from VLO funds.</i></p>
		<p>Results/outcomes achieved:</p> <p>Polish employers obtained information about the possibilities of recruiting personnel from abroad.</p> <p>Their awareness of the opportunities, tools and channels, as well as resources that can be used for hiring foreigners was greatly expanded. As a result of the action employers received more than 110 information packages; information about EURES services was given to more than 100 employers and employers' organizations; they also benefited from the European employment placement in EURES; publication in a book form was prepared (200 pcs) concerning the activities carried out for the benefit of employers; 24 job offers of Polish employers were distributed (including 1 job with 11 vacancies)</p>
		<p>Target groups the action reached: Polish employers interested in the subject of the labour market</p> <p>including:</p> <p>1. The EEA countries taking part in the action: Poland, Italy, Germany, Bulgaria, Great Britain, Slovakia, Slovenia, Czech Republic, Denmark, Norway, France, Austria</p>

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		<p>2. Organisations from Poland and abroad participating in the action or reached through the action: Polish employers' organizations, employers associated in the Bildungswerk der Sachsischen Wirtschaft GmbH, the Regional Association of Employers, Sudety Chamber of Industry and Commerce, Lower Silesian Chamber of Commerce, the Western Chamber of Commerce, the Lower Silesian Chamber of Craft, Karkonosze Regional Development Agency, the Association for the Promotion of Lower Silesia, Employment Agency Work Service SA, the Association of Employment Agencies and the National Convention of Employment Agencies, public employment services, British employer from the healthcare industry</p>
		<p>Type of event: forwarding information packages necessary for employers in making employment decisions concerning employee stationed abroad</p>
		<p>Place and date of the event: Opole, Poland, 30.10.2012; Strzelce Opolskie, Poland 22.11.2012; Krapkowice, Gogolin, Poland 14.12.2012; Kędzierzyn Koźle, Poland 16.04.2013; Nysa, Poland 17.04.2013; Brzeg, Poland 23.04.2013; Opole, Poland, 12.04.2013 and 10.05.2013; Campobasso and Termoli, Italy, 21-22.03.2013-International Job Fair; area of regions represented by EURES advisers implementing the action</p>
		<p>Description of the event participants:</p> <p>1. Number of participants: More than 100 people (information meetings - 86 participants)</p> <p>2. Countries and organisations of participants: Poland</p> <p>3. Outcome of the event: Increasing the awareness of employers about EURES and the possibility of obtaining workers from the EEA and participating in events organised by the EURES. Employers obtained knowledge about the possibilities offered by EURES in recruitment abroad. This provides an opportunity that they will benefit from the EURES services offered by VLO Torun in the future.</p>

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		<p>Employers obtained information about additional possibilities of acquiring staff, which cannot be found in the country. Their awareness of the opportunities, tools and channels, as well as resources that can be used for hiring foreigners was greatly expanded. Employers obtained useful information on how they can use EURES tools, including the web portal of the European Commission. Employers received reliable information on EURES services for recruitment of foreign workers and support in the dissemination of job offers in the EU.</p> <p>Written outputs and information/dissemination materials: Information leaflet for employers.</p> <ol style="list-style-type: none"> 1. Title: EURES activities for employers. 2. Main subject of the publication: activities and projects for employers 3. Number of copies: 200 4. Main target group of these materials: employers and employers' organizations from Lower Silesia 5. How many language versions were produced: 1 (Polish)
<p><u>2.2. Studies identifying the impact of EURES on the employment of workers from EEA by Polish employers.</u> The action involved development, printing and sending surveys to 200 employers in Lubelskie Voivodeship.</p>	<p>Action was carried out in accordance with the assumptions, differences concern only the number of surveys were sent to 250 instead of 200 entities</p>	<p>Action description: A survey was developed and sent to 250 selected employers in Lubelskie Voivodeship. The survey examined the level of awareness among employers on services offered in the EURES network, identified the demand for workers from EU/EEA countries and the impact of EURES actions on decisions to hire foreign workers. The survey was sent to 250 most active employers in the region. The survey included a regional information leaflet and a return envelope.</p> <p>Results/outcomes achieved: Due to the fact that the printing of leaflets distributed along with the survey took place in the second half of May 2013, i.e. at the end of the EURES financial year, feedback was not obtained on time, so it could be analysed and reported.</p> <p>Target groups the action reached: employers in the Lublin region</p> <p>including:</p> <ol style="list-style-type: none"> 1. The EEA countries taking part in the action: Poland

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		<p>2. Organisations from Poland and abroad participating in the action or reached through the action: not applicable</p> <p>Description of the event participants:</p> <p>1. Number of participants: 250</p> <p>2. Countries and organisations of participants: Poland</p> <p>3. Outcome of the event: in development</p>
<p>2.3. <u>Polish employers' access to information about surplus and deficit professions in selected EEA countries.</u></p> <p>Organisation of a conference on surplus and deficit professions in selected EU/EEA countries, with EURES partners from abroad, in cooperation with selected poviats labour office</p>	<p>Completed as planned</p>	<p>Action description: A conference for regional employers' was organised under the name "Delegating and hiring employees". During the conference, information was provided on delegating workers in the context of labour law and social security, on deficit and surplus professions, and on the current situation on the labour market in Latvia. It also presented information in the field of career guidance for employers - to identify the development needs of employees and information about setting up and using e-services platform. EURES promotional materials were distributed: leaflets, brochures, pens, bags, notebooks.</p> <p>Results/outcomes achieved: Number of conferences - 1 number of participants - 39</p> <p>Target groups the action reached: regional employers including:</p> <p>1. The EEA countries taking part in the action: Poland, Latvia 2. Organisations from Poland and abroad participating in the action or reached through the action: regional employers</p> <p>Type of event: Conference</p> <p>Place and date of the event: Białystok, Poland, 25.04.2013</p>

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		<p>Description of the event participants:</p> <p>1. Number of participants: 39</p> <p>2. Countries and organisations of participants: Latvia, Poland</p> <p>3. Outcome of the event: Showing employment opportunities in Latvia through the EURES network, improving communications in EURES services</p>
<p><u>3. Creation and implementation of high-quality internship program.</u></p> <p><u>3.1. 3.5. Internship programmes abroad for Polish youth.</u></p> <p>1. Continuing cooperation with employers from the Salzburg land and cooperation with the partners in the Vorarlberg Land (Austria) for internships of students and graduates in the catering and hospitality industry. Presentation of apprenticeship model to schools (organisation of conferences). Implementation of two visits in Austria - evaluation of the project and agreeing on further cooperation.</p>	<p>1. As a result of big interest in the project at schools and on the side of employers in Austria, quantitative effects increased greatly. Polish and Austrian side established 14 contacts, a total of 66 vacancies for students from two regions-Vorarlberg and Salzburg were acquired. As a result, 66 students from 43 employers participated in apprenticeship. 14 meetings with beneficiaries were organised, two visits with representatives of schools/guardians directly at employers. Nine schools were invited for cooperation.</p> <p>2. The planned recruitment was not organised – we failed to obtain an employer from an EU/EEA country interested in</p>	<p>Action description:</p> <p>A draft was developed on international practice for high schools in the hospitality industry, enabling adult students to undergo paid six-week practice in the winter season with employers in Austria. Nine schools from Lower Silesia joined the project. Information meetings with students and parents were organised in these schools and then visits of EURES advisor from Salzburg in seven schools, during which he discussed with living and working conditions during apprenticeship and conducted job interviews with interested students. Afterwards, trips to Germany were organised in order to get acquainted with the working conditions and employers involved in the project and subsequent visits - combined with departure of students to apprenticeship - in order to facilitate their adaptation to new conditions. At the end of apprenticeship, a meeting was held to promote a series of international apprenticeship. EURES staff from the Lower Silesia Voivodeship Labour Office had the opportunity to present the project, deliver critical information to other employers and students.</p> <p>There was also an evaluation conference, where participants discussed past experience and perceptions about apprenticeship on the Austrian and Polish side, of authorities, employers and students and schools participating in the project. 17 schools took part in the conference. The Austrian side at the last minute cancelled arrival, instead a videoconference was organised. One article was published free of charge in a trade newspaper.</p> <p>Results/outcomes achieved:</p> <ul style="list-style-type: none"> - Number of contacts made: 14 - Number of internships handled by VLO for young people, notified by foreign employers: 43

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<p>Presentation of photo coverage in the trade press - project presentation.</p> <p>2. Recruitment of apprentices/trainees for employers from EEA country.</p>	<p>employing Polish youth for apprenticeship</p>	<ul style="list-style-type: none"> - Number of young people who have taken apprenticeship with foreign employers: 66 - Number of meetings with the beneficiaries of the project: 14 - Number of presentations held before the foreign partners: 2 - Number of visits in the Chambers of Commerce and Trade for Tourism in Salzburg and Vorarlberg lands: 2 - Number of visits with representatives of schools/guardians directly at employers: 2 - Number of conferences: 1 - Number of invited schools: 9 - Material released in the press: 1 <p>The added value of the project is involvement of the Salzburg Chamber of Commerce in assisting in the development of teaching aids for learning German for students. Furthermore, the involvement of schools through organisation of extra hours of German language and permanent incorporation of practical trade-specific language classes in teaching content.</p> <p>Target groups the action reached: Lower Silesian school students enrolled in hospitality and catering professions, representatives of professions: cook, waiter, room service, teaching staff of secondary schools, Austrian employers. including:</p> <p>1. The EEA countries taking part in the action: Austria, Poland</p> <p>2. Organisations from Poland and abroad participating in the action or reached through the action: Salzburg Chamber of Commerce, Vorarlberg Chamber of Commerce, AMS Bischofshofen, AMS Bregenz, AMS Bludenz, School Complex No. 7 in Wałbrzych, Regional Tourist School in Polanica Zdrój, Post-Secondary School Complex in Ziębice, European United Nations School Complex in Polkowice, Tony Halik Hotel and Tourist School Complex in Świdnica, Powiat School Complex No. 1 in Krzyżowice, Post-Secondary School Complex No. 2 in Ludowo Polskie, Post-Secondary School Complex No. 2 in Dzierżoniów, Post-Secondary School Complex in Lubań.</p> <p>Type of event: agency in taking up apprenticeships in Austria</p> <p>Place and date of the event: <u>Poland:</u> Wałbrzych, Ziębice, 18.06.2012; Lubań, 22.06.2012; Polanica Zdrój,</p>
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		<p>26.06.2012; Krzyżowice, 27.06.2012; Polkowice, 28.06.2012; Ludów Polski, 29.06.2012; Wałbrzych, 02.10.2012; Polanica, Ziębice, 03.10.2012; Polkowice, Świdnica, 04.10.2012; Ludów Polski, Krzyżowice, 05.10.2012; Dzierżonów, 08.10.2012; Lubań, 09.10.2012; Wrocław, 04.12.2012 and 04–05.04.2013; <u>Austria</u>: Vorarlberg, Bludenz, Bregenz, 26.–29.01.2013; Salzburg, Bischofshofen, 12–16.11.2012;</p> <p>Description of the event participants:</p> <p>1. Number of participants: 66 students, nine representatives of post-secondary schools, 43 Austrian employers, two Chambers of Commerce from Vorarlberg and Salzburg, three AMS offices from Bischofshofen, Bludenz and Bregenz.</p> <p>2. Countries and organisations of participants: Students from various schools in the Dolnośląskie Voivodeship, AMS Bischofshofen, AMS Bludenz, AMS Bregenz, Vorarlberg Chamber of Commerce, Salzburg Chamber of Commerce.</p> <p>3. Outcome of the event: Taking six weeks paid apprenticeship in hospitality and catering industry during the winter season at the Austrian employers. Intercultural exchange, professional development of students the establishment of professional and interpersonal relations of students with peers and employers, motivation to learn a foreign language.</p> <p>Written outputs and information/dissemination materials: Information material, promoting the project in the newspaper "Working and living abroad"</p> <ol style="list-style-type: none"> 1. Title: Time to practice 2. Main subject of the publication: Information on internships for students of hospitality – catering schools 3. Number of copies: 30 thousand 4. Main target group of these materials: graduates, people seeking employment outside the country, the unemployed, people interested in education abroad and interested in the European labour market. 5. How many language versions were produced: 1
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<p><u>3.3. Dissemination of information about opportunities to take internships abroad in the EU under the European Commission programmes</u></p> <p>Providing information on the European exchange and internships programmes.</p>		<p>Action description: Information was provided on an ongoing basis on European exchange and internship programmes, e.g. “Leonardo da Vinci”, “Erasmus” and “European Youth Portal”. Interested people were given information materials about the possibility of taking internships abroad.</p> <p><i>Action not funded by EURES grant 2012/2013 by from VLO funds.</i></p> <hr/> <p>Results/outcomes achieved: Number of people who have been given information on internships abroad: ca. 240</p> <hr/> <p>Target groups the action reached: People interested in taking an internship abroad in the EU under the selected programmes of the European Commission (EC), studying or working in the EU.</p> <p>including:</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><u>3.4 Supporting the mobility of graduates and high school students in taking internships and employment in companies abroad (in the EU)</u></p> <p>1. Dissemination of information on EURES services in the field of mobility of students and graduates - apprenticeships, internships, work abroad.</p>	<p>2. Information provided during duty hours of the German EURES adviser in the Polish-German Information Point in VLO.</p> <p>3. The action was not implemented due to lack of relevant information.</p> <p>4. Action not implemented due</p>	<p>Action description: Conducted four workshops with students from the Olsztyn College which presented the national EURES website and the Job Mobility Portal www.eures.europa.eu with an indication of access to information on current EURES events throughout the EURES operations. Also presented other forms, which can benefit individuals wishing to gain work experience while experiencing the culture of other countries and improving their language skills.</p> <p>Polish EURES advisers and German EURES advisers from Pasewalk in Polish-German Information Point in Szczecin gave once a week information on the possibilities of studying in a dual system in Germany.</p> <p><i>Action partially funded by EURES grant 2012/2013 and partly from VLO funds.</i></p> <hr/> <p>Results/outcomes achieved: About 80 people received counselling on education in Germany.</p>

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<p>2. Dissemination of information on internships received from EURES advisers from EU countries.</p> <p>3. Transfer of information to ACO and SCC in electronic form about the possibilities of internships received from EURES advisers from EU countries.</p> <p>4. Organization of information meetings in three different vocational schools to provide information on the services of the EURES network.</p> <p>5. Organization of two seminars for students and graduates in Łódzkie Voivodeship, where invited EURES advisers from the EU/EEA countries will present the possibilities of internships abroad and discuss living and working conditions in those countries.</p>	<p>to lack of interest from schools.</p> <p>5. Action not implemented. The national EURES manager in Poland sent invitations to participate in a seminar to managers from the UK, Belgium, Germany, Finland, Sweden, Norway, France, the Netherlands. Unfortunately, none of the above countries expressed interest in participating in the seminar.</p>	<p>Information on EURES was provided to a total of 64 people in four workshops.</p> <p>Added value: Increasing the level of knowledge of people seeking jobs outside Poland on working and living conditions in other countries, safe job search, other forms of gaining work experience, such as: international volunteering, apprenticeships and internships.</p> <p>Target groups the action reached: Students and graduates of higher education institutions interested in taking up employment or other activity outside the country of residence, people interested in taking up studies in Germany</p> <p>including:</p> <p>1. The EEA countries taking part in the action: Poland, Germany</p> <p>2. Organisations from Poland and abroad participating in the action or reached through the action: VLO in Olsztyn, Olsztyn College, VLO in Szczecin</p> <p>Type of event: Information meeting - workshop</p> <p>Place and date of the event: Olsztyn, 13.04.2013</p> <p>Description of the event participants:</p> <p>1. Number of participants: 144</p> <p>2. Countries and organisations of participants: Poland</p> <p>3. Outcome of the event: Interested parties were informed about the EURES network and its services for job seekers and people seeking learning opportunities outside the country of residence, as well as other forms of work experience for young people, such as: international volunteering, apprenticeships and internships. Increasing the knowledge of the persons concerned about the possibility of internships in EU countries.</p>
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in the period 1 June 2012 – 31 May 2013
EURES Grant - POLAND

Financial agreement No. VS/2012/0141, Accounting No. of the European Commission SI2.622768

Ministry of Labour and Social Policy

GUIDELINE No. 3 - Providing services to jobseekers, job changers and the unemployed

<p><u>1. Comprehensive information and advice for job seekers and mobile workers in order to provide them with the benefits of mobility (...)</u></p> <p><u>1.1 Regional information strategies/actions on EURES for Polish unemployed and job seekers</u></p> <p>Organization of information meetings, information and workshop meetings, workshops, Job Fairs and Mobility Fairs, Nationwide Job Fairs, Internet Labour Fair.</p> <p>Preparation and publication of sponsored articles and newspaper advertisements in regional press.</p> <p>Preparation and publication of regional information materials on the EURES services with contact details of EURES staff</p>	<p>Some of the activities planned for financing under the EURES grant were completed with other funds.</p> <p>VLO in Poznan resigned from the publication of articles in the press because this action was complementary to the activities of Guideline 1, in which press articles about EURES services were published.</p> <p>VLO in Białystok resigned from placing newspaper advertisements because of the dissemination of information about the meetings during ongoing activities (through websites, bulletin boards, direct information to customers).</p> <p>VLO in Opole planned participation in 10 events in Opolskie Voivodeship; EURES staff participated in 12 events under the same costs.</p> <p>VLO in Opole planned to publish</p>	<p>Action description:</p> <p>Organised and co-organised Job and Mobility Fair, information days and meetings (including Safe Trip - Safe Return), workshops, etc., aimed at the unemployed, job seekers, students, etc.</p> <p>The organised events were aimed at <i>inter alia</i>, disseminating information among the Polish unemployed, jobseekers and young people on the labour markets in the EU/EEA countries, including: on living, working and studying abroad, specifics and current conditions in the various labour markets, the principles of safe seeking of employment, the issues of trafficking in human beings. In addition, participants received information on the functioning of the EURES network services for the unemployed and people seeking jobs through EURES, the principles of the use of private employment agencies, paperwork to do before and after returning to the country, residence registration procedures, coordination of social security, taxation, EU networks, etc.</p> <p>Participants also had the opportunity to get acquainted with job offers from abroad.</p> <p>The event was attended by representatives of the Information and Career Planning Centre in VLO, Coordination of Social Security Systems in VLO, Voluntary Labour Corps (VLC), the National Health Fund, Social Security Institution, the tax office, the Voivodeship Police Headquarters, EURES advisers from the EU/EEA countries, foreign employers, etc.</p> <p>The above-mentioned events provided adequate logistics services, including: promotion in the media, printing of posters and leaflets informing about the event, room rental, catering, translation services, transportation, etc.</p> <p>VLO in Kielce, together with partners (Higher School of Economics in Kielce, Urban and Poviast Labour Office in Kielce) organised the 9th edition of the Internet Labour Fair, as well as the positions for the EURES staff from selected EU/EEA countries during the 16th Nationwide Job Fair.</p>
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<p>in the region.</p> <p>Participation of EURES advisers in information events organised in Poland by other VLOs and other partners in the labour market.</p> <p>Informing the unemployed and job seekers on the EURES services in the provision of vocational guidance. Promotion of the EURES network through the distribution of information and promotion materials produced by the European Commission and the MLSP</p>	<p>a leaflet with circulation of 13 thousand copies, due to the lower cost of implementation in relation to the plan, additional two thousand copies of leaflets were published under the costs provided for publication.</p> <p>Given the strong interest in participating in meetings organised by VLO Mazowsze: "Safe trip - Safe Return", the number of meetings and participants significantly exceeded the initial assumptions - 26 meetings were attended by 519 people.</p> <p>Due to the organization by VLO in Warsaw of European Job and Information Fair, held in Radom, the organization of separate meetings with EURES staff from Germany and the Netherlands was cancelled. EURES advisers from Germany and the Netherlands conducted meetings with people seeking jobs abroad during the above job fair.</p> <p>In connection with the provision of information to the unemployed and job seekers</p>	<p>EURES advisers attended information events (job fairs, information meetings, workshops, and conferences and training sessions as speakers, etc.) organised by other institutions, such as VLOs, PLOs, universities, VLCs, Gmina Information Centres (GIC), Sports and Leisure Centres, etc., in order to promote EURES services among the unemployed and job seekers and support the organisers.</p> <p>During the meetings, the advisers provided information on living, working and studying abroad, the labour markets in the EU/EEA, EURES services aimed at job seekers, rules of safe travel abroad, the use of the portal and EURES tools, job offers abroad. They also handed brochures and leaflets. At the request of the organisers, EURES staff invited foreign employers to participate in the events.</p> <p>VLO in Kraków rented booth during the "European Days" - a recurring event that took place in Kraków on 9 May 2013 in the Small Square. EURES advisers from Norway, Hungary, Germany, Slovakia, Slovenia and the Czech Republic provided information on living and working conditions in the EEA.</p> <p>Regional leaflets on EURES were prepared and published, as well as sponsored articles in regional newspapers, web portals, etc. Publications were aimed at job seekers and contained information on the EURES services, the principles of working abroad. Some leaflets were sent to PLOs.</p> <p>VLO in Kraków organised information campaign on the EURES services, which included: mailing, information on websites and radio spots.</p> <p>EURES services were provided on an ongoing basis to job seekers. They consisted mainly of informing and consulting on possibilities of working abroad and providing practical guidance relating to the seeking employment. Information materials on the EURES network, including produced by the European Commission and the MLSP, were also distributed.</p> <p><i>Action partially funded by EURES grant 2012/2013 and partly from VLOs funds.</i></p>
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	<p>directly at the workshops, VLO in Kraków made a decision to change the form of information to media coverage. As part of the planned actions, rather than publishing leaflets, we prepared radio spots on the EURES network.</p>	
		<p>Results/outcomes achieved:</p> <p>Number of information events for Polish unemployed and jobseekers: ca. 114; Number of participants in information events for Polish unemployed and jobseekers: ca. 10,670; Number of regional publications for Polish unemployed and jobseekers: type – ca. 3, circulation – ca. 16,700; Number of sponsored articles: 7; Number of events attended by EURES staff: ca. 69; Number of TV/radio/internet advertisement: ca. 14, number of advertisements on LCD screens: 7, Number of advertisements on city buses: 40;</p> <p>Added value of actions: increase in public awareness on the principles of safe working abroad, strengthening the image of the EURES network as a reliable source of information on job mobility and European job placement services, increase in the interest in EURES services, strengthening cooperation with EURES advisers from the EU/EEA, cooperation with new employers.</p> <p>Target groups the action reached: including: unemployed and job seekers, including interested in working abroad, the Poles living abroad, students, graduates, workers wishing to change jobs.</p> <p>1. The EEA countries taking part in the action: Poland, Ireland, Czech Republic, Slovakia, Slovenia, Hungary, Norway, Germany, Netherlands, Austria, Finland, Switzerland, Italy.</p> <p>2. Organisations from Poland and abroad participating in the action or reached through the action: PLOs, VLOs, ACOs, GICs, NHF, SSI, Tax Office, VLCs, PES and EURES staff from selected EU/EEA countries, Voivodeship Police Headquarters, foreign employers from Austria, Germany, Switzerland, the Netherlands, universities, including: University of Humanities and Economics, State Higher Vocational School in Tarnobrzeg,</p>

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		<p>vocational schools, the Chamber of Industry and Trade with Nachód, AISEC Association, the Regional Centre for Vocational Education in Nisk.</p>
		<p>Type of event: information meetings, workshops, job fairs, conferences, field meetings</p>
		<p>Place and date of the event: Świdnica 20.09.2012, Kłodzko 21.09.2012, Ząbkowice Śląskie 15.11.2012, Świdnica 16.11.2012, Kłodzko 25.03.2013, Ząbkowice Śląskie 26.03.2013, Ząbkowice Śląskie 12.04.2013, Legnica 22.01.2013, Jelenia Góra 23.01.2013, Szczawno Zdrój 24.01.2013, Wrocław 25.01.2013, Legnica 7-8.09.2012, Świdnica 12.09.2012, Wrocław 14.09.2012, Ząbkowice Śląskie 25.09.2012, Środa Śląska 28.09.2012, Polkowice 19.10.2012, Głogów 17.01.2013, Oleśnica 16.04.2013, Włocławek 26.06.2012, Tuchola, 30.11.2012, Nakło 20.03.2013, Bydgoszcz 27.03.2013 r., Włocławek 17.04.2013, Inowrocław 10.05.2013, Powiat Office in Limanowa 19.02.2013, Labour Office for Nowy Sącz Powiat in Nowy Sącz 27.02.2013, Nowy Sącz Labour Office 13.03.2013, Labour Office for Nowosądecki Powiat in Nowy Sącz 19.03.2013, Nowy Sącz Labour Office 19.04.2013, Powiat Labour Office in Gorlice - 30.04.2013 r., Labour Office in Kraków 18.04.2013, Powiat Labour Office in Wieliczka 15.03.2013, Powiat Labour Office in Olkusz 08.04.2013, Powiat Labour Office in Myślenice 28.05.2013, Powiat Labour Office in Chrzanów 19.04.2013, Powiat Labour Office in Sucha Beskidzka 21.02.2013, Powiat Labour Office in Wadowice 20. 02.2013, Powiat Labour Office in Wadowice, branch office in Andrychów 18.02.2013, Powiat Labour Office in Oświęcim 19.03.2013, Powiat Labour Office in Tarnów - 14.03.2013, Powiat Labour Office in Bochnia - 17.04.2013, Powiat Labour Office in Brzesk - 24.04.2013, Powiat Labour Office in Dąbrowa Tarnowska - 25.04.2013, Branch Office of VLO in Tarnów - 8.05.2013, Voluntary Labour Corp - Zwoleń, 11.01. 2013, Powiat Labour Office - Pionki, 22.02.2013r., Academic Job Fair "Jobbing" - the Palace of Culture and Science, 5.03.2013, Powiat Labour Office - Ciechanów, 6.03.2013, Municipal Labour Office - Płock, 7.03.2013, Powiat Labour Office - Przasnysz, 12.03.2013, Powiat Labour Office - Pionki, 14.03.2013, Job Fair- Stefan Wyszyński University, 20.03.2013, Powiat Labour Office - Płock, 20.03.2013, Powiat Labour Office - Mińsk Mazowiecki, 22.03.2013, VLO branch - Siedlce, 25.03.2013, Powiat Labour Office - Otwock, 5.04.2013, Powiat Labour Office - Lipsko, 12.04.2013, Powiat Labour Office - Ostrów Mazowiecka, 16.04.2013, Job and Education Fair - Żuromin, 19.04.2013, Powiat Labour Office - Łosice, 19.04.2013, Powiat Labour Office - Płock, 19.04.2013, European Job and Information Fair - Radom, 24.04.2013, Powiat Labour Office - Wołomin, 25.04.2013, Gmina Information Centre - Mszczonów, 26.04.2013, Powiat Labour Office</p>

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		<p>– Płock, 25.04.2013, Powiat Labour Office – Piaseczno, 30.04.2013, Open Day – VLO in Warsaw, 18.05.2013, Powiat Labour Office – Gostynin, 21.05.2013, European Information Point Europe Direct – Warsaw, 23.05.2013, Powiat Labour Office – Grodzisk Mazowiecki, 28.05.2013, Warsaw University of Technology – 17.01.2013, Main School of Fire Service – Warsaw, 20.02.2013, National Academy of Dramatic Art – Warsaw, 22.02.2013, Academy of Special Education – Warsaw, 27.02.2013, University of Social Sciences and Humanities – Warsaw, 13.03.2013, School of Economics – Radom, 23.03.2013, Private Higher School of Environment – Radom, 22.04.2013, College of Public Administration – Ostrołęka, 27.04.2013, University of Finance and Management – Warsaw, 16.05.2013r., College of Tourism and Language Studies – Warsaw, 19.04.2013, Paweł Włodkowic University College – Płock, 20.05.2013, Paweł Włodkowic University College – Płock, 22.05.2013, Paweł Włodkowic University College – Płock, 27.05.2013, 05.03.2013 – Kościerzyna</p> <p>Gdańsk University of Technology 12.03.2013, Starogard Gdański 14.03.2013, Puck 15.03.2013, Lębork 18.03.2013, Dzierżgoń 20.03.2013, Kwidzyn 21.03.2013, Malbork 22.03.2013 r., Gdynia 25.03.2013 r., Nowy Dwór Gdański 24.05.2013 r., Sejny – PLO – 14 February 2013, Białystok – Białystok University – 5 March 2013, Łomża – PLO – 29 April 2013, Kolno – PLO – 9 May 2013, Vocational School Complex in Przeworsk: 9 April 2013, Regional Centre for Vocational Education in Nisk: 4 April 2013, School Complex for Continuing Education in Rzeszów: 22 April 2013, State Higher Vocational School in Tarnobrzeg: 22 March 2013, Gmina Labour Centre in Tyczyn: 14 June 2012, Gmina Labour Centre in Krasne: 13 September 2012, Gmina Labour Centre in Chmielnik: 19 October 2012, Gmina Labour Centre in Hyżne: 7 November 2012, Powiat Labour Office in Rzeszów: 8 November 2012, 11 February 2013, 12 February 2103, 7 May 2013, 8 May 2013, Gmina Labour Centre in Trzebownik 10 May 2013, VLO Branch in Przemyśl: 18 October 2012, 7 November 2012, 12 December 2012, 8 January 2013, 6 February 2013, 1 March 2013, 19 March 2013, 12 April 2013, 16 April 2013, 14 May 2013, Youth Employment Office VLC in Jarosław 8 April 2013, Powiat Labour Office in Jarosław: 22 May 2012, Głubczyce - 11.10.2012, Prudnik - 12.10.2012, Nysa - 3.12.2012, Olesno - 12.03.2013, Kędzierzyn Koźle - 14.03.2013, Kluczbork -19.03.2013, Namysłów - 20.03.2013, Krapkowice - 21.03.2013, Nysa - 22.03.2013, Strzelce Opolskie - 5.04.2013, Brzeg - 9.04.2013, Prudnik - 19.04.2013, Szczawno Zdrój and Wrocław - 24-25 January 2013, Cieszyn – 17.05.2013, Kielce 26.03.2013, Lidzbark Warmiński 09.04.2013, Job and Education Fair - Centre for Education and Youth Work VLC in</p>
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		<p>Poznań 15-16.10.2012, - Academy for Development and Entrepreneurship – organised by the Office for the Vocational Promotion of Students and Graduates of Adam Mickiewicz University in Poznań 29.10.2012, Conference "Labour market in Poznań agglomeration" - SLD Voivodeship Council of Wielkopolskie Voivodeship, Inter-Poviat Council OPZZ in Poznań, Independent Trade Union of Workers, and H. Cegielski Poznań SA "Metalowcy" in Poznań 06.12.2012, School Complex in Krzyż Wielkopolski. 13.02.2013, 7th Job and Education Fair - GIC in Mosin 07.03.2013, 8th Poviat Education and Job Fair in Szamotuły 22.03.2013 – PLO Szamotuły. Job and Mobility Fair in Szczawno Zdrój and Wrocław 24-25.01.2013, European Day of Information and Recruitment in Łódź and European Job and Information Fair in Radom. 23-24.04.2013, Poviat Job Fair in Morawica on 29 June 2012, Holiday Job Fair in Kielce on 3 July 2012, 9th Internet Labour Fair in Kielce on 10-12 September 2012, Poviat Job Fair in Raków on 21 September 2012, Academic and Youth Job Fair in Kielce on 18 October 2012, Poviat Job Fair in Strawczyn on 26 October 2012, Job and Education Fair in Kielce on 14 December 2012, Labour Fair for People with Disabilities in Kielce on 30 January 2013, VLC Job Fair in Kielce on 27 February 2013, Poviat Job Fair in Łagów on 1 March 2013, Career Development Job Fair in Kielce on 25 March 2013, 16th National Employment Fair in Kielce on 26 March 2013, Poviat Job Fair in Łopuszno on 12 April 2013, 2nd Sandomierz Job and Education Fair on 16 April 2013, Poviat Job Fair in Końskie 17 April 2013, Poviat Job Fair in Zagnańsk on 14 March 2013, Szczecin 13.06.2012, Conference on cross-border mobility in the labour market, organised by the Regional Office in Kraków on 7 September 2012, 11th edition of the Police Job Fair "A chance for a better future", organised by the Poviat Labour Office in Police on 20 September 2012, International Job Fair organised by PLO in Świnoujście on 6 March 2013, Job Fair organised by PLO in Kołobrzeg on 15 March 2013, Job and Education Fair in Drawsko Pomorskie on 19 March 2013, Polish-German Job Fair in Police on 19 April 2013, "Polish-German Open Day. Polish-German Job Fair" in Drawsko Pomorskie 16 May 2013, Polish-German industry meetings "Entrepreneurship and Work" organised by PLO in Gryfin 21-22 May 2013, 2nd Education and Job Fair in Wałcz 28 May 2013</p> <p>Description of the event participants:</p>
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		<p>1. Number of participants: 11 432</p> <p>2. Countries and organisations of participants: Poland, Czech Republic</p> <p>3. Outcome of the event: dissemination of issues related to mobility in the labour market in Poland and other EU/EEA countries, increasing the knowledge of participants about EURES services, living and working conditions in the EU/EEA, safety rules for seeking employment abroad, enabling interested persons to participate in the recruitment and benefit from job offers, strengthening the image of EURES, providing interested parties with reliable knowledge about occupational and geographical mobility.</p> <p>Written outputs and information/dissemination materials:</p> <p>1. Title: handouts and promotional materials for events organised under the action, promotional posters ("Safe trip - Safe Return"), pamphlets ("EURES information for job seekers"), sponsored articles ("EURES - practical implementation of the free movement of workers", "Earning while on vacation? - Seasonal work abroad", "Know before you go - what everyone leaving to work abroad should know", "Co-ordination of social security systems in the EU - Europe is your oyster!", "Safe work abroad", "Working in Europe: Who has a chance for a job?", "Do you want to work abroad/Use your head"), newspaper advertisements.</p> <p>2. Main subject of the publication: safe departures to work abroad, practical information for people seeking jobs abroad, information on services offered by the EURES network, seasonal work abroad and issues regarding coordination of social security systems, deficit professions, promotion of events,</p> <p>3. Number of copies: ca. 18 220</p> <p>4. Main target group of these materials: unemployed and job seekers, social partners, pupils, students, graduates, people interested in working abroad.</p> <p>5. How many language versions were produced: 1 (Polish)</p>
<p><u>2. Organization of "mobility packages" for job seekers.</u></p>	<p>Completed as planned.</p>	<p>Action description: Organisation of workshops for the unemployed and job seekers "Safe departures to work abroad", during which the participants received information on the EURES</p>

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<p><u>job changers and workers.</u></p> <p><u>2.1 Mobility packages for the unemployed and job seekers from Poland and abroad.</u></p> <p>Organization of workshops in Poland "Safe departures to work abroad"</p> <p>Development and delivery of information services packages (in the form of, among others, sponsored articles published in regional media, regional information leaflets, radio programmes, information and promotion materials, etc.) on mobility on the European labour market.</p> <p>Ongoing provision of counselling and information services to the unemployed and job seekers on mobility on the European labour market.</p>		<p>services and rules of safe travel abroad to take up employment. Meetings were conducted by professional counsellors from the Information and Career Planning Centre, EURES staff of Lower Silesia VLO and representatives of the Coordination of Social Security Systems.</p> <p>Development and delivery of packages of information services (including in the form of an information leaflet, sponsored articles, radio broadcasts) in the field of EURES services, mobility on the European labour market, the rules of safe travel abroad for work, the tasks necessary to complete before leaving for work abroad, during employment and after its termination, the necessary information for those planning to return to the country, information on selected EEA countries (Austria, Czech Republic, France, Spain, the Netherlands, Ireland, Germany, Norway, Poland, Great Britain, Italy). Packages also included information on addresses and information sources in the region for those interested in using EURES services.</p> <p>During individual and group meetings, as well as by phone, by email and at events such as job fairs, information days, etc., EURES staff offered consulting services and information to the unemployed and job seekers in the field of mobility in the European labour market. All information was tailored to the needs of customers.</p> <p><i>Action partially funded by EURES grant 2012/2013 and partly from VLOs funds.</i></p> <p>Results/outcomes achieved:</p> <p>Number of VLO contacts with unemployed and jobseekers from: Poland: ca. 26,885, from EU/EEA countries: ca. 143; Number of published information materials: type – ca. 4, circulation – ca. 14000 copies; Number of conducted workshops: ca. 2; Number of workshop participants: ca. 34, Number of radio broadcasts: 1.</p> <p>Added value: strengthening the image of the EURES network as a source of reliable information on safe travel to work abroad and the European employment placement, providing participants with opportunities to share experiences in seeking employment abroad, providing customers with access to the most sought-after information on working abroad, strengthening cooperation with regional media.</p>
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		<p>Target groups the action reached:</p> <p>including: job seekers, unemployed, people who are planning to change jobs, young people, students, graduates,</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: PLO</p> <hr/> <p>Type of event: workshops, publications, information, radio show</p> <hr/> <p>Place and date of the event: Legnica 13.12.2012, Oleśnica 17.12.2012.</p> <hr/> <p>Description of the event participants:</p> <p>1. Number of participants: ca. 27 062</p> <p>2. Countries and organisations of participants: Poland</p> <p>3. Outcome of the event: raising awareness of the unemployed and job seekers on the EURES services, safe movement on the European labour market, including job search abroad, the use of online EURES databases, activities necessary to complete before going abroad to work, in the course of employment and the procedures relating to the completion of work and going back to the home country.</p> <hr/> <p>Written outputs and information/dissemination materials:</p> <p>1. Title: sponsored articles, brochures ("Working abroad. What you need to know", "Safe departures to work abroad")</p> <p>2. Main subject of the publication: information on issues related to the preparation for work abroad, safe leaving to work abroad, promotion of EURES services</p> <p>3. Number of copies: ca. 14 004</p> <p>4. Main target group of these materials: unemployed, job seekers, people interested</p>
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		<p>in taking up employment abroad, EURES services</p> <p>5. How many language versions were produced: 1 (Polish)</p>
<p><u>2.2. Information services for Poles living abroad and planning to return to the country</u></p> <p>Trips of EURES advisers to selected EU/EEA countries where there are large concentrations of Polish immigrants.</p> <p>Development of leaflets and posters containing information on rights under the coordination of social security systems and rules for applying for benefits.</p>	<p>The results are consistent with plans.</p> <p>VLO in Gdańsk completed one information meeting for the Poles (two meetings were planned). In addition to the EURES employee, delegation consisted of a job broker working on EURES in PLO Kartuzy.</p> <p>VLO in Białystok combined this action with action under Guideline 2 (action 1.2.). Cost of operations was indicated in Guideline 2.</p>	<p>Action description:</p> <p>Participation in information sessions and workshops for Poles living in Ireland.</p> <p>VLO in Gdańsk participated in an information meeting and in workshops for the unemployed and Polish job seekers residing in Ireland. The meeting took place in Dublin and was organised by the Irish EURES staff in cooperation with the representative of the Powiat Labour Office in Kartuzy and the Voivodeship Labour Office in Gdańsk. During the meeting, participants received current information on how to seek employment through the EURES network and private employment agencies, on coordination of social security systems, living and working conditions in Poland, including Pomorskie Voivodeship and the possibility of starting a business and obtaining grants for this purpose. Workshops were attended by invited specialists who provided more detailed information on the possibility of obtaining benefits in Ireland and programmes for the unemployed. In addition, workshops were conducted on writing a CV and preparing for a job interview in Ireland.</p> <p>VLO in Łódź participated in an information meeting with the Poles residing in Cork and interested in going back to the country, or obtaining information on the situation on the Polish labour market. The meeting was attended by members of the Association of Poles living in Cork – My Cork Polish, Irish EURES Adviser and Adviser and Head of the Line of VLO Łódź. Information was provided on the EURES network services, rules on coordination of social security systems, and the situation in the local labour market. During the two-day visit, there was also a meeting with the Irish employer - SouthWestern company, which is a leading provider of Business Process Outsourcing in Ireland and Poland, and a business forum on 10-12 April - Cork Meet 2013, held in the centre of Cork.</p> <p>VLO in Białystok took part in a workshops aimed at Polish job seekers living in Waterford - "How to find a place in the labour market? Poland or Ireland?". During the meeting, participants received information on the current situation on the Polish labour market, job</p>

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		<p>search techniques, living and working conditions in Poland, and issues related to the return to the country.</p> <p>Development of leaflets and posters containing information on rights under the coordination of social security systems in Poland, types of benefits, EU forms and rules for applying for benefits. Part of produced materials was given to selected EURES advisers from four countries where with the largest number of Poles (Great Britain, Ireland, Netherlands, Germany), and to the Irish non-governmental organization that provides training, among others for migrants.</p> <p><i>Action partially funded by EURES grant 2012/2013 and partly from VLOs funds.</i></p> <p>Results/outcomes achieved:</p> <p>Number of meetings: ca. 3; Number of participant: ca. 46; Number of information campaigns for Poles living abroad: ca. 3, Number of handouts: type – ca. 2, circulation – ca. 2200</p> <p>The added value of the actions included strengthening the image of the EURES as an institution providing European employment placement, the possibility of using electronic versions of publications and their wider dissemination, enhancing cooperation with EURES staff from EU/EEA countries and partners in the labour market.</p> <p>Target groups the action reached: Poles living abroad, planning to return to the country, including the unemployed and job seekers.</p> <p>including:</p> <p>1. The EEA countries taking part in the action: Poland, Great Britain, Ireland, the Netherlands, Germany.</p> <p>2. Organisations from Poland and abroad participating in the action or reached through the action: Jobcentre Plus, UWV WERKbedrijf, Bundesagentur fur Arbeit, European employment Services Department of Social Protection, Mealth Partnership, PLO, Department of Policy & Support, Employer Engagement Unit, Trinity College</p>
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		<p>Dublin, Association of Poles living in Cork – My Cork Polish, SouthWestern – Irish employer.</p> <p>Type of event: information meeting, workshops, study visit, publication of leaflets and posters</p> <p>Place and date of the event: Waterford – 25.02.2013, Cork 10-12.04.2013, Dublin 24.04.2013</p> <p>Description of the event participants:</p> <p>1. Number of participants: ca. 46</p> <p>2. Countries and organisations of participants: Poland, Ireland.</p> <p>3. Outcome of the event: Increasing awareness among the unemployed Poles living abroad about the possibility of returning to the country and taking up employment.</p> <p>Written outputs and information/dissemination materials:</p> <p>1. Title: leaflet "Coordination of EU Social Security Systems"</p> <p>2. Main subject of the publication: coordination of social security schemes, unemployment benefits, sources of information on the subject and the competent institutions</p> <p>3. Number of copies: ca. 2 200</p> <p>4. Main target group of these materials: Poles living abroad</p> <p>5. How many language versions were produced: 1 (Polish)</p>
<p><u>3. Preparation of a strategy to ensure that all job seekers, job changers and the unemployed have access to information on the EURES and the possibilities of finding a job on the</u></p>	<p>VLO in Szczecin planned to hold informational meetings on the EURES portal - due to lack of interest it was not implemented.</p>	<p>Action description:</p> <p>Placement officers performing EURES tasks in VLOs and PLOs were provided with advertising wall banners for EURES websites and services provided by the network.</p> <p>Organisation of information meetings, computer workshops (e.g. "Get a job on the Internet. "Get a job with EURES"). Workshops were aimed at people interested in work in the EU/EEA. The events provided participants with information about the use of</p>

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<p><u>EURES portal.</u></p> <p><u>3.1 Promoting EURES portal among Polish customers</u></p> <p>Equipping placement officers performing EURES tasks in VLOs and PLOs with advertising banners for EURES websites and services provided by the network.</p> <p>Organization of information meetings, computer workshops, etc. for the unemployed and job seekers.</p> <p>Promotion of the EURES portal at events promoting the EURES services.</p> <p>Provision of information on the EURES portal to the unemployed and job seekers.</p>		<p>the EURES job mobility portal and Polish EURES sites, job search within the EURES network, the services provided by EURES, the principles of safe working abroad, the current situation on the labour market, etc.</p> <p>During the course, participants had the opportunity to learn using the EURES portal.</p> <p>Publication of a flyer promoting the European EURES portal, the national and voivodeship EURES website with contact details to EURES staff in Dolnośląskie Voivodeship.</p> <p>EURES portal was promoted during other events, such as information meetings, job fairs and through the distribution of information materials at the disposal of the VLO. In addition, EURES portal was promoted by EURES staff in daily contact with customers and partners in the labour market.</p> <p><i>Action partially funded by EURES grant 2012/2013 and partly from VLOs funds.</i></p> <hr/> <p>Results/outcomes achieved:</p> <p>Number of meetings and workshops: ca. 7; Number of meetings and workshops participants: ca. 188, Number of people trained to use the EURES portal: ca. 188, Number of types of leaflets issued on the EURES portal: type – 1, circulation – ca. 10 000 copies, Number of produced banners: ca. 24; Participation of EURES staff in job fairs organised by other VLOs: ca. 8</p> <p>Added value of action: obtaining information on new open labour markets, gaining new contacts, which in the future may result in cooperation.</p> <hr/> <p>Target groups the action reached:</p> <p>unemployed, job-seekers, people interested in taking up employment in the EU/EEA including: Poland</p> <p>1. The EEA countries taking part in the action: not applicable</p> <p>2. Organisations from Poland and abroad participating in the action or reached</p>
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		<p>through the action: PLO</p> <p>Type of event: publication of leaflets, wall banner, information sessions, computer and information workshops</p> <p>Place and date of the event: Góra, 14.01.2013, Świdnica 16.04.2013, Białystok 22.02.2013, Białystok 08.03.2013, Zambrów 22.05.2013, Łódź 15.04.2013, Job and Education Fair - Centre for Education and Youth Work VLC in Poznań 15-16.10.2012, Academy for Development and Entrepreneurship – organised by the Office for the Vocational Promotion of Students and Graduates of Adam Mickiewicz University in Poznań 29.10.2012, Conference "Labour market in Poznań agglomeration" - SLD Voivodeship Council of Wielkopolskie Voivodeship, Inter-Powiat Council OPZZ in Poznań, Independent Trade Union of Workers, and H. Cegielski Poznań SA "Metalowcy" in Poznań 06.12.2012, School Complex in Krzyż Wielkopolski 13.02.2013 r., 7th Job and Education Fair - GIC in Mosin 07.03.2013, 8th Powiat Education and Job Fair in Szamotuły – PLO Szamotuły 22.03.2013, Job and Mobility Fair in Szawno Zdrój and Wrocław 24-25.01.2013, European Day of Information and Recruitment in Łódź and European Job and Information Fair in Radom 23-24.04.2013.</p> <p>Description of the event participants:</p> <p>1. Number of participants: 188</p> <p>2. Countries and organisations of participants: Poland</p> <p>3. Outcome of the event: raising awareness among the unemployed and job seekers on job search through the EURES network, including the use of EURES portals, providing customers with information material on EURES.</p> <p>Written outputs and information/dissemination materials:</p> <p>1. Title: wall banners, leaflets</p> <p>2. Main subject of the publication: promotion of EURES services, a guide to EURES websites.</p> <p>3. Number of copies: ca. 10 030</p> <p>4. Main target group of these materials: job seekers, unemployed</p> <p>5. How many language versions were produced: 1 (Polish)</p>
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<p><u>3.2 European Job Fair and Job Fairs in Poland</u></p> <p>Organisation of European job fair, European information and recruitment days, European business, labour and education fair, European job and information fair, etc.</p> <p>Participation of EURES staff in the European job fair, information days, etc. organised in Poland by other VLOs.</p>		<p>Action description:</p> <p>Organisation of European job fairs, including: European Job and Information Fair in Radom, European Job Fair in Olsztyn, International Pomorze Metropolitan Job Education and Entrepreneurship Fair in Gdansk, European Job Fair - Białystok 2013, 8th International Job Fair in Lublin, European Enterprise, Employment and Education Fair in Katowice, Bielsko-Biała and Częstochowa, International Job Fair in Łódź, 6th International Job Fair WorkExpo in Rzeszów, 4th International Job Fair in Toruń.</p> <p>Participants included employers from EU/EEA countries and Poland, EURES advisers from EU/EEA countries, partners in the labour market, representatives of: EU networks, training institutions and institutions supporting entrepreneurship, foreign institutions dealing with <i>inter alia</i>, labour rights, social security, institutions involved in the issues of job and geographical mobility as well as poviata labour offices and regional media.</p> <p>The fair included presentation of a range of services provided by the EURES network, dissemination of jobs, information on the practices and internships in EU/EEA countries, organisation and conduct of preliminary interviews with candidates for work abroad, consultations on the situation in European labour markets, ways seek employment, preparation of application documents and setting up own businesses. There were also activities for mothers planning to return to work after childbirth, discussion panels, workshops and presentations, including on living and working conditions across the EU/EEA, rules of safe working abroad, including the use of private employment agencies, taxation of income earned abroad, coordination of social security systems, as well as workshops to diagnose weaknesses and strengths of job seekers, etc.</p> <p>Participants had the opportunity to benefit from individual counselling by career advisers and experts from the National Health Fund, the Tax Office, the National Labour Inspection, Social Security Institution, EU networks, VLOs, etc.</p> <p>Leaflets, brochures and information and promotion materials were also distributed.</p> <p>Organisation of the above events included necessary logistic service (e.g. promotion in media, means of public transport, printing posters and leaflets informing about events, room rental, catering, translation services, technical equipment and security, transport).</p>
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		<p>During the job fair a conference "Marketing of labour offices services" was held in Gdańsk, which was attended by experts from Poland, Germany and Kaliningrad.</p> <p>EURES staff participated in job fairs, European information and recruitment days, etc. organised by EURES staff from VLOs in Poland, in order to support the organisers of events, including handling participants, interpretations at stands of EURES advisers from the EU/EEA, etc.</p> <p><i>Action partially funded by EURES grant 2012/2013 and partly from VLOs funds.</i></p> <hr/> <p>Results/outcomes achieved:</p> <p>Number of European job fairs organised by VLOs: 8, Number of visitors: ca. 34000; Participation in fairs organised by other VLOs: ca. 6</p> <p>Added value: strengthening the image of the EURES network as a reliable source of legal jobs, knowledge about safe travel abroad, strengthening cooperation with employers, labour market partners, providing participants with direct contact with employers.</p> <hr/> <p>Target groups the action reached: unemployed and job seekers, including people interested in working in the EU/EEA, youth, students, graduates, job changers. including:</p> <p>1. The EEA countries taking part in the action: Poland, Great Britain, Austria, Ireland, Czech Republic, Denmark, Slovenia, Germany, Norway, Sweden, France, Spain, Belgium, the Netherlands, Finland, Sweden and Switzerland.</p> <p>2. Organisations from Poland and abroad participating in the action or reached through the action: EURES staff from the EU/EEA, VLOs, the Tax Office, the National Health Fund, the Board of Revenue, Social Security Institution, VLCs, Information and Career Planning Centres, GIC, NLI, PLOs, Academic Career Offices, Lublin Fair SA, MLSP, employers from Poland and EU/EEA countries, Citizens Advice Bureau,</p>
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		<p>Monsterpolska.pl Foundation "Cooperation Fund", Rzeszów Regional Development Agency, Podkarpacki Science Park Technology - "AEROPOLIS", Embassy of Canada, the agencies: FAIR Personal + Qualifizierung GmbH&Co. KG, Work Today, Promedica 24, Manpower, SpiTra, Fair Personal, Svane Bemanning, Transline Group, Private care 24, GP People, Goodmorning, Scope, Employment Agency at the Centre for Education and Professional Activation of the Disabled, OTTO Polska sp. z o.o., temporary work agencies from Norway (Din Bemanning, Svane Bemanning, Fleksi Bemanning), PFRON, Podlasie Regional Development Foundation, the Association EUROPARTNER - Academic Club of European Integration, Marshal Office of Podlaskie Voivodeship, Voivodeship Military Headquarters in Białystok, Military Draft Office in Białystok, EU networks: Europass, EuroDesk, Europe Direct</p>
		<p>Type of event: job fairs, information and recruitment days</p>
		<p>Place and date of the event: Rzeszów 18.10.2012, Lublin 13.03.2013, Katowice, Bielsko–Biała and Częstochowa 11.10.2012, Gdańsk 17.04.2013, Toruń 08.05.2013, Białystok 15.05.2013, Łódź 23.04.2013, Radom 24.04.2013, Wrocław and Szczawno Zdrój 24-25.01.2013, 24 – 25.01.2013</p>
		<p>Description of the event participants:</p> <p>1. Number of participants: ca. 34 000</p> <p>2. Countries and organisations of participants: Polska</p> <p>3. Effect of the event: increasing customer knowledge about occupational and geographical mobility, EURES services, opportunities to take up employment in the EU/EEA countries, providing access to Europe's employment placement, including legal job offers, providing customers with reliable and comprehensive information on the possible use of the EURES portal and living and working conditions in the EU/EEA, finding a job by job seekers.</p>
		<p>Written outputs and information/dissemination materials:</p> <p>1. Title: fairs catalogues, information posters, flyers, promotional articles in the press,</p>

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		<p>advertising banners, information brochures</p> <p>2. Main subject of the publication: information on fairs, promotion of events</p> <p>3. Number of copies: ca. 32 800</p> <p>4. Main target group of these materials: unemployed, job seekers, including young people</p> <p>5. How many language versions were produced: 1 (Polish)</p>
<p><u>4. Conducting bilateral or multilateral recruitment and job placement services and promoting and implementing targeted mobility between Member States and regions (...)</u></p> <p><u>4.1 European job placement for Polish unemployed and jobseekers</u></p> <p>Organisation of recruitment projects and job interviews for the benefit of foreign employers from various industries.</p> <p>Cooperation with employers' organizations from EU/EEA countries (e.g. Chamber of Agriculture in Austria, etc.) who are interested in joint projects supporting labour mobility.</p>	<p>Lower Silesia Voivodeship Labour Office from Walbrzych did not complete action aimed at continuing cooperation with the German-Austrian area in the region of Lake Constance, due to the absence of EURES advisers responsible for the above operation. Other EURES advisers from Lower Silesia Voivodeship Labour Office implemented other projects under the agreement and there was no time to implement the above project.</p> <p>Some of the activities planned under the EURES grant were implemented with funds other than EURES grant or as part of other activities of the EURES grant (e.g., job fairs), and therefore there was no need to incur additional costs.</p>	<p>Action description:</p> <p>Organisation and conduct of recruitment projects (including through videoconferencing) and interviews for foreign employers (e.g. from Spain, Great Britain, Finland, Germany, Italy, Norway, France, Austria, the Netherlands) from various industries, including: automotive, services, hospitality, catering, agriculture, health care, housing, seasonal work, etc.</p> <p>Recruitment was carried out for the following positions: construction fitter/carpenter, geologist, employee for an entertainment park, sanitary installations, heating and air conditioning fitter, automatics engineer, injection moulding machine operator, car mechanic, baker, assistant baker, construction carpenter, formwork carpenter, construction worker, construction helper, foreman, carpenter, welder, waiter/waitress, chef/cook, hotel receptionist, hotel service worker, salesman, electrician, nurse, caregiver, electrical fitter, builder, CNC machinist miller, SMD welder, WIG/MAG/MIG welder, electronics engineer, locksmith/industrial mechanic/mechatronics engineer, vehicle mechatronics engineer, industrial spray painter, carpenter, worker harvesting daffodils, worker at Disneyland, animator, seasonal worker in packaging and sorting strawberry plants, worker in harvest of fruits and vegetables, machine mechanic - maintenance technician, machine operator, driver with cat. CE, etc.</p> <p>Activities of EURES staff provided the candidates with the possibility of direct contact with foreign employers and a chance to obtain additional information on 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. In addition, job offers of foreign employers were also posted on VLOs websites. The</p>

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<p>Establishing cooperation with Austrian EURES staff from Tyrol.</p> <p>Continued cooperation with the German-Austrian area in the region of Lake Constance.</p>		<p>recruitment process required room rental and catering for the employers and translation services.</p> <p>Lower Silesia Voivodeship Labour Office Wałbrzych partnered with the Austrian Tyrol EURES staff. PES from Tyrol organised a meeting of EURES advisers from Poland, Slovakia, Bulgaria, Spain, Hungary and Croatia, in order to promote the Austrian labour market. During the visit, the meetings were held with representatives of AMS, EURES staff from Tyrol, representatives of the Chamber of Commerce and employers from tourism, shipping, timber industries. EURES advisers get to know the conditions of life and work in Tyrol, there were presentations on the regional labour market and the system of education. Tyrol is interested in employing staff from other EU/EEA and a direct result of the meeting were job offers for the positions of carpenter, machine operator, electrician and mechanic and maintenance worker which LSVLO done in autumn 2012.</p> <p>European employment placement was conducted for domestic and foreign employers, and provision of ongoing advice and information was provided on the principles of European employment placement under EURES to unemployed and job seekers interested in taking up employment in the EU/EEA.</p> <p>Job offers of foreign employers were promoted and disseminated on VLOs websites.</p> <p>In addition, EURES advisers took part in three events:</p> <p>Workshop Engineer - Stavanger and Haugesund, Norway, 5-6.09.2012 - addressed to Norwegian employers interested in recruiting engineers from other countries. The meeting was attended by EURES advisers from Norway, Spain, Portugal, Romania and Poland. They presented the situation on the labour market of engineers in their respective countries. Two Norwegian companies were interested in recruiting Polish engineers.</p> <p>Meeting with the employer - Birmingham, Great Britain, 21.03.2013 - related to recruitment needs of Jaguar Land Rover. It has 40 jobs available on the website but does not agree to promotion of employment opportunities for foreigners in the media. There is a possibility of submitting job offers in Poland through two British temporary work agencies.</p>
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		<p>Seminar of Polish-Flanders cooperation - Ghent, Belgium, 6-7.05.2013 – it was aimed at strengthening cooperation in the exchange of offers of Belgian employers from Flanders. The seminar was attended by 17 people - representatives of VDAB, local EURES advisers, 2 EURES advisers from Spain and Portugal, and one from Poland. As a result of cooperation since September 2012, they handed a total of 31 job offers, so far seven people from Poland were employed, currently nine people are on week-long trial period. Two additional job offers were obtained and contact was established regarding recruitment of medical personnel.</p> <p><i>Action partially funded by EURES grant 2012/2013 and partly from VLOs funds.</i></p> <hr/> <p>Results/outcomes achieved:</p> <p>Number of CVs of Polish candidates received by VLOs in reply to announced foreign job offers: ca. 8070; Number of vacancies managed by VLOs, notified by foreign employers interested in recruiting Polish workers: ca. 23 801; Number of recruitment/interview projects organised by VLOs: ca. 81 ;</p> <p>Under Guideline No. 3, confirmed number of Polish workers employed by foreign employers in the European employment placement conducted by VLOs was: ca. 227. During this period, Polish PES reported 724 people employed abroad through EURES activities. <u>It should be noted</u> that there are problems in obtaining information from foreign EURES advisers and employers on the number of Poles employed abroad in the framework of recruitment activities and therefore it can be assumed that the number of employees is much greater than indicated above.</p> <p>Number of information campaigns: ca. 4, Number of tips given to customers during operation: ca. 8 470;</p> <p>Number of cooperation meetings in the EEA: 4; The three international events organised abroad, attended by Polish EURES advisers, gave the following results:</p> <ul style="list-style-type: none">• Number of CVs of Polish candidates received by VLOs in reply to announced foreign job offers – 502;
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		<ul style="list-style-type: none">• Number of Polish workers employed by foreign employers under the European job placement services provided by VLOs – 9;• Number of vacancies managed by VLOs, notified by Polish employers interested in recruitment of foreigners from the EU/EEA – 79; <p>Added value: cooperation with foreign employers and representatives of PES from EU/EEA</p> <hr/> <p>Target groups the action reached:</p> <p>including: the unemployed and jobseekers from Poland and other EU/EEA countries, people planning to work in the EU/EEA countries, job changers, employers.</p> <p>1. The EEA countries taking part in the action: Great Britain, Finland, Germany, Italy, Norway, Spain, France, Austria, the Netherlands, Sweden, Belgium, Czech Republic, Estonia, Ireland, Lithuania, Malta, Slovenia, Poland</p> <p>2. Organisations from Poland and abroad participating in the action or reached through the action: PES from Austria, Germany, Finland, Spain, EURES staff from EU/EEA countries (including from Netherlands, Austria, Germany, Norway, employers from Great Britain, Finland, Germany, Italy, Norway, Spain, France, Austria, the Netherlands and Sweden.</p> <hr/> <p>Type of event: recruitment projects, interviews, information and advice, study visit</p> <p>Place and date of the event: <u>Poland:</u> Gdańsk 06.11.2012, Gdańsk 07.12.2012, Gdańsk 09.12.2012, Gdańsk 17 – 18.02.2013, Gdańsk 06.03.2013, Gdańsk 06.02.2013, Wrocław 10.07.2012, Soltau 17-18.02.2013, Lubin 24.05.2013, Kłodzko 25.05.2013, Świdnica 20.03.2013, Poznań 30.08.2012, Poznań 10.12.2012, Poznań 28.01.2013, Toruń 08.05.2013, Warsaw 14.03.2013 <u>EU countries:</u> Austria, Schonberg 30.07. – 04.08.2012; Norway, Stavanger, Haugesund, 5-6.09.2012; Great Britain, Birmingham, 21.03.2013; Belgium, Ghent, 6-7.05.2013.</p> <hr/> <p>Description of the event participants:</p>
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		<p>1. Number of participants: ca. 8 070</p> <p>2. Countries and organisations of participants: Poland</p> <p>3. Outcome of the event: taking up employment by the unemployed and job seekers, providing the unemployed and job seekers planning to take up employment in the EU/EEA with information on job search through the EURES network, enabling job seekers direct contact with employers.</p> <p>Written outputs and information/dissemination materials:</p> <p>1. Title: newspaper advertisements 2. Main subject of the publication: notice of the call for work 3. Number of copies: ca. 9 4. Main target group of these materials: jobseekers 5. How many language versions were produced: 1 (Polish)</p>
<p><u>4.3. Promoting foreign jobs in the Polish media</u></p> <p>Promoting foreign jobs in the Polish media.</p>	<p>VLO in Lublin did not complete the planned action due to the lack of suitable job offers (there were plans to publish about six newspaper advertisements).</p>	<p>Action description: The action involved promotion of foreign jobs in the Polish media (local and regional press), in order to effectively disseminate them. Advertisements to related jobs in agriculture, construction, services, healthcare, hospitality, seasonal work, etc.</p> <p>Results/outcomes achieved: Number of advertisements with job offers from abroad in local and regional media: ca. 31</p> <p>Added value: strengthening/establishing cooperation with employers from EU/EEA countries.</p> <p>Target groups the action reached: including: unemployed and job seekers, foreign employers</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: employers from Denmark, the Netherlands, Great Britain, Austria, Malta, Germany, Norway, Belgium, Spain, Czech Republic.</p>

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		<p>Type of event: newspaper advertisements</p> <p>Description of the event participants:</p> <p>1. Number of participants: not applicable</p> <p>2. Countries and organisations of participants: not applicable</p> <p>3. Outcome of the event: finding a job by job seekers, implementing jobs reported by employers from the EU/EEA countries, providing access to job offers to a wider group of people.</p> <p>Written outputs and information/dissemination materials:</p> <p>1. Title: newspaper advertisements</p> <p>2. Main subject of the publication: job offers of employers from EU/EEA</p> <p>3. Number of copies: 31</p> <p>4. Main target group of these materials: unemployed, job seekers, people interested in taking up employment in the EU/EEA</p> <p>5. How many language versions were produced: 1 (Polish)</p>
<p><u>5. The use of "multi-channel" and the self-service to provide basic information and advice on mobility and job placement services.</u></p> <p><u>5.1. Organisation of a hotline on services offered by the EURES network</u></p>		<p>Action description:</p> <p>Provision of information on mobility on the European labour market through the "Green Line" - the Information and Consultation Centre of employment services.</p> <p>Action carried out and financed by means other than the EURES grant.</p> <p>Results/outcomes achieved:</p> <p>providing the unemployed and job seekers with access to information and advice on mobility and job placement services.</p>
<p><u>5.3. Internet as a tool for interacting with clients</u></p> <p>Organizing a chat on web</p>	<p>Virtual job fairs were organised according to plan, failed to</p>	<p>Action description:</p> <p>Organisation of a chat on a national web portal www.onet.pl with EURES adviser, in order to present the services offered by EURES. The action was preceded by an</p>

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<p>portal with EURES adviser.</p> <p>Update of EURES website in VLO in Kujawsko-Pomorskie Voivodeship.</p> <p>Transmission of information via e-mail, as well as using Internet tools available on websites of VLO and the Green Line, etc.</p> <p>Organization of virtual job fairs involving EURES advisers from VLO.</p>	<p>achieve the planned number of visitors due to the short period of promotion of the event resulting from complicated procedures for the approval of a public contract for services</p>	<p>information campaign.</p> <p>Update of EURES website in VLO in Kujawsko-Pomorskie Voivodeship. It is now possible to place jobs in PDF format, download resume templates in various languages, bookmark with news and EURES events archive, ability to send a newsletter and get reviews from people using the site on the information and job offers,</p> <p>Provision of information on mobility, searching for work abroad and access to EURES services by e-mail, as well as using online tools available on the website of the VLO and the Green Line, etc.</p> <p>Organisation of virtual job fair on 15-19.04.2013. The fair made available virtual seminars and on-line conversation with EURES advisers, presented foreign job offers, prepared a package of information about safe travel and work abroad. The fair was attended by 15 EURES advisers from VLO. Showroom was rented for EURES on the platform Monster Poland in order to organise the fair.</p> <p><i>Action partially funded by EURES grant 2012/2013 and partly from VLOs funds.</i></p> <hr/> <p>Results/outcomes achieved: <u>Chat at www.onet.pl</u> Number of chats: 1; Number of participants: 26</p> <p>Number of updated websites: 1; Number of people who are given the information by e-mail: ca. 17 000;</p> <p><u>Virtual job fair</u> Number of virtual job fairs: 1; Number of views of the EURES virtual demonstration room – 27.7 thousand; Number of chats with EURES advisers – 15; number of webinars – 5.</p> <p>Added value: providing quick access to information for EURES customers, identifying and acquiring knowledge on online channels to reach customers of labour offices, promoting European employment services in the EU/EEA.</p>
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		<p>Target groups the action reached: unemployed and people looking for work abroad, Internet users. including: 1. The EEA countries taking part in the action: Poland 2. Organisations from Poland and abroad participating in the action or reached through the action: Voivodeship Labour Offices</p> <p>Type of event: Virtual job fairs, information, update of a website, web chat</p> <p>Place and date of the event: Chat at www.onet.pl: 22.05.2013 Virtual Job Fair: 15-19.04.2013 Other events: June 2012 – May 2013</p> <p>Description of the event participants:</p> <p>1. Number of participants: 9.6 thousand unique users</p> <p>2. Countries and organisations of participants: Poland</p> <p>3. Outcome of the event: allowing access for the unemployed and job seekers to information on EURES services, the European job placement, increasing access for the unemployed and job seekers to information on EURES services, indicating the possibility of organizing virtual events as an additional form of communication with the unemployed, job seekers, employers.</p>
<p><u>5.4. Providing self-service tools</u></p> <p>Providing the unemployed and job seekers with computers with Internet access.</p>		<p>Action description: Providing the unemployed and job seekers with computers with Internet access.</p> <p>Making one self-service kiosk available in VLO to job seekers and employers.</p> <p><i>Actions were implemented from VLO own funds.</i></p>

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		<p>Results/outcomes achieved: Number of available kiosks: 1</p> <p>Target groups the action reached: including: unemployed and job seekers</p> <p>1. The EEA countries taking part in the action: not applicable 2. Organisations from Poland and abroad participating in the action or reached through the action: not applicable</p> <p>Type of event: access to self-service tools</p> <p>Description of the event participants: not applicable</p> <p>1. Number of participants: not applicable</p> <p>2. Countries and organisations of participants: not applicable</p> <p>3. Outcome of the event: providing access to information with the use of modern technology, including self-service tools</p>
<p><u>6. Organization of European Job Days in Poland</u> Organisation of European Job Days in Poland</p>	<p>VLO Krakow made handouts (including posters) with its own funds, in conjunction with extended procurement procedure implemented in VLO, resulting from the failure of the contractor to adhere to formal conditions, VLO materials.</p> <p>VLO Olsztyn implemented events from own funds.</p> <p>VLO in Gdańsk increased the</p>	<p>Action description: European Job Days (EJD) were organised in of Gdańsk, Kraków, Poznań and Olsztyn.</p> <p>On 17.04.2013, EJD were held in Poznań. The event gathered EURES advisors from the EU/EEA countries, foreign employers, as well as representatives of PLOs, SSI, NHF, National Labour Inspectorate, Poznań City Office and Academic Career Offices. The total number of 31 stands and 3 lecture halls were accessible to the public, lectures related to living and working conditions abroad and workshops concerned active job seeking, entrepreneurship, opportunities for people with disabilities and those who plan to establish their economic activity under ESF projects. The event was advertised by posters, banners, TV ads and press articles.</p> <p>On 18 April 2013, the VLO in Gdańsk organised the European Job Day. The event was held to promote the educational and professional mobility in Europe among the inhabitants of Pomerania, provide information on the principles of safe movement on the</p>

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	<p>number of newspaper advertisements, advertising posters, and resigned from the planned promotion of EJD on portals and the development of an information leaflet in the form of an insert (due to higher than expected costs).</p>	<p>labour market and the current situation on the labour markets in European countries. EURES advisers from 10 countries in the EU/EEA: Denmark, Romania, Ireland, Germany, Great Britain, Finland, Norway, Austria, Czech Republic and Belgium promoted their regional labour markets, and provided information about living and working conditions in different countries.</p> <p>In addition, the event was attended by representatives of such institutions as: Pomerania Development Agency SA (provided free information and consultations for businesses and individuals and entities wishing to start a business), Europe Direct Gdańsk (European network providing <i>inter alia</i>, information concerning the rights of EU citizens and way to exercise them, guidance, where to turn, contact details- at EU, national or local level,</p> <p>Pomerania Voivodeship VLC Headquarters (actions directed at young people seeking seasonal, short-term and permanent employment); VLC Mobile Vocational Information Centre (guidance for young people in individual and group classes on labour market, organised courses, trainings, courses, and gaining skills and knowledge necessary for the transition from education to the labour market); District Labour Inspectorate in Gdańsk (provided advice and information on compliance with labour laws); Eurodesks Gdańsk (information network for young people and people working with young people, consultants gave free information on the possibilities of studying, working, volunteering in all EU countries); Poviast Labour Office in Gdańsk (provided job offers and information on internships, starting training and other forms of support for the unemployed). Foreign visitors and exhibitors were provided: catering and exhibition stands.</p> <p>On 17 October 2012, the VLO in Olsztyn organised the European Job Days. During the event. employers from Germany, Denmark, Belgium and EURES advisers from Ireland, Italy, Sweden and Belgium presented job offers and talked with interested people on the possibilities of employment and working conditions in certain countries. One could also browse job offers from: the Netherlands, Germany, Austria, Czech Republic, Denmark, Finland, France, Spain, Ireland, Latvia, Malta, Norway, Slovakia and Great Britain. During the event, the vacancies in Olsztyn and Olsztyn powiat were made available to the unemployed at the stand of the Municipal Labour Office in Olsztyn and the Olsztyn Poviast Labour Office. Jobs for young people were available at the booth of VLC Warmińsko-Mazurskie Voivodeship Headquarters. Participants were shown 165 job</p>
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		<p>offers from 17 countries in the EU/EEA with nearly 910 vacancies. These were the proposals for employment <i>inter alia</i>: in horticulture, fruit and vegetable processing, construction, catering-hospitality, industry, services, IT and healthcare. The above offers, available prior to the event, received over 550 CVs. Participants could also take advantage of job offers in EURES employment services database, using the presence of EURES advisers from the Voivodeship Labour Office in Olsztyn.</p> <p>On 7-10.05.2013, the European Job Days were held in Nowy Sącz, Tarnów and Kraków. Co-organisers of the event were: powiat labour offices and Małopolska Partnership for Lifelong Learning. Planned events had different character in each city: in Kraków it was a job and mobility fair, in Tarnów - seminars for job seekers, in Nowy Sącz - conferences and meetings on cross-border labour market.</p> <p>Participants in the above events included national and foreign employers, temporary employment agencies in Małopolska labour market and in selected EU/EEA countries, EURES advisers from the EU, representatives of institutions, including: Social Security Institution, representatives of other European networks and labour offices.</p> <p>During the Job Fair in Krakow there were presentations by EURES advisers on geographical and occupational mobility in countries such as Norway, Germany, Slovakia, Italy and Slovenia. Tarnów held a seminar "Working in Europe - what should you know?" Participants were informed on various aspects regarding employment in the EU/EEA, discussions concerned the current situation in the European labour market, the acquisition of rights to unemployment benefits, settlement of tax on income earned abroad, social insurance.</p> <p>The European Job Days in Tarnów included, among others, four thematic information and workshop meetings "Mobility in the European labour market - preparing for job interviews with employers during the EJD 2013"</p> <p>In addition, an information and workshop meeting on geographical and occupational mobility within the EU and EEA countries was held for people looking for work and returning from work abroad. The meeting was an opportunity to promote issues related to mobility in the labour market in Poland and other EU countries, as well as to get acquainted with the EURES offer.</p>
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		<p><i>Action partially funded by EURES grant 2012/2013 and partly from VLOs funds.</i></p> <p>Results/outcomes achieved:</p> <p>Number of EJD organised in Poland: 4; Number of visitors to EJD: ca. 8 020.</p> <p>Added value: strengthening cooperation with employers and labour market partners, enhancing the competitiveness of the participants in the labour market.</p> <p>Target groups the action reached:</p> <p>The unemployed and job seekers, including the youth, students, graduates, migrants, persons interested in working abroad.</p> <p>including:</p> <p>1. The EEA countries taking part in the action: Poland, Germany, Norway, Sweden, Romania, Denmark, Ireland, France, Slovenia, Great Britain, Czech Republic, Italy, Lithuania, the Netherlands, Finland, Austria, Belgium, Hungary</p> <p>2. Organisations from Poland and abroad participating in the action or reached through the action: PES, PLOs, SSI, Poznań City Hall, the National Health Fund, NLI, ACO, Powiat Starosty, Board of Revenue, Pomerania Development Agency, Europe Direct Gdańsk, VLC Pomorskie Voivodeship Headquarters, VLC Mobile Vocational Information Centre, District Labour Inspectorate in Gdańsk, Eurodesk Gdańsk, Powiat Labour Office in Gdańsk, EURES representatives from EU/EEA countries, Baltic Workforce UAB Lithuania and Denmark, Diemstem Amm Hois Belgium, Borussia Foundation, MLO in Olsztyn, PLO Olsztyn, Procure 24, Promedica 24, WK Personaldienstleistungen GmbH, Exotic Green, Spitre GmbH, VLC in Olsztyn, the Foundation for Social Organization of Warmia and Mazury FOSA, Institute of Education and Sports Centre for Education and Youth Work VLC, Business Information Centre and the European Regional Public Library, Municipal Office in Kraków, Małopolska Regional Information Centre for European Information, Regional Labour Inspectorate in Kraków, powiat labour offices in Małopolska, Municipal Office in Kraków, Regional Centre for</p>
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		<p>Social Policy in Kraków, Youth Integration Development Association STRIM, Kraków Poviát Labour Office, VLO in Kraków with branch offices and business teams, Marshal Office of Małopolskie Voivodeship, Department of European Funds, Małopolska Regional Development Agency Regional Centre for International Debate in Kraków, Regional Centre for Social Policy in Kraków, Małopolska Voivodeship Office in Kraków, temporary employment agencies: EPUP, ADECCO, Interkada, Randstad, Monsterpolska.pl. Career Investment, employers: Kenexa, IBM, Alexander Mann, CAPITA, SERCO, Leroy Merlin, Technocasa, Aspen, Municipal Police in Kraków, PRUDENTIAL, Capgemini, IMPEL CLEANING, e-harmonogram.pl</p>
		<p>Type of event: EJD</p>
		<p>Place and date of the event: Poznań 17.04.2013, Gdańsk 18.04.2013, Olsztyn 17.10.2012, Nowy Sącz, Tarnów and Kraków 7–10.05.2013.</p>
		<p>Description of the event participants:</p> <p>1. Number of participants: ca. 8 020</p> <p>2. Countries and organisations of participants: Poland</p> <p>3. Effect 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 operations and services, providing access to job offers from the EU/EEA countries and the possibility of establishing a direct contact with foreign employers, taking employment by some participants.</p>
		<p>Written outputs and information/dissemination materials:</p> <p>1. Title: flyers, posters, banners, press releases, newspaper advertisements</p> <p>2. Main subject of the publication: promotion of the above events, information about organised events</p>

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		<p>3. Number of copies: ca. 2 380</p> <p>4. Main target group of these materials: unemployed, job seekers, people interested in working abroad</p> <p>5. How many language versions were produced: 1 (Polish)</p>
<p><u>7. Arrangements between EURES partners from sending and receiving countries in order to support mobile workers before going to the country of destination, during the move and after arrival.</u></p> <p><u>7.1 European cooperation in information exchange, development of package for mobile employees, monitoring employment, improving quality standards of services provided to people intending to work in the EU or working in the EU</u></p> <p>Making contact and continued cooperation with EURES advisers from abroad, employers in the EU/EEA countries and other partners,</p>	<p>Action implemented from VLO own funds.</p>	<p>Action description:</p> <p>The action included ongoing exchange of information with the EURES staff from EU/EEA countries in order to update the data on job offers, deficit and surplus professions, the situation in the European labour market, raising the standards of quality of services provided to the unemployed and job seekers. In addition, arrangements were made for the organization of workshops for Poles living in Ireland and recruitment for offers of seasonal work in Great Britain.</p> <p><i>Action implemented from VLO own funds.</i></p> <hr/> <p>Results/outcomes achieved:</p> <p>Number of contacts with EURES partners: ca. 13; Number of EURES advisers with whom arrangements were made: ca. 7,</p> <p>Added value: strengthening cooperation in the EURES network in EU/EEA.</p> <hr/> <p>Target groups the action reached: including: unemployed, job seekers, people interested in working abroad</p> <p>1. The EEA countries taking part in the action: Poland, Germany, Great Britain, Ireland</p> <p>2. Organisations from Poland and abroad participating in the action or reached through the action: EURES staff from EU/EEA countries</p> <hr/> <p>Description of the event participants: not applicable</p>

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<p>Continuation of cooperation established in 2011 with the German labour office in Freising.</p>		<p>1. Number of participants: not applicable</p> <p>2. Countries and organisations of participants: not applicable</p> <p>3. Effect of the event: establishing and continuation of cooperation with EURES partners, exchange of information on mobility on the labour market, monitoring employment, improving quality standards of services for the unemployed and job seekers planning to take employment in the EU/EEA countries.</p>
<p><u>8. Development of the customer charter to explain what clients can expect from EURES</u></p>		<p>Action description:</p> <p>Action implemented under EURES grant 2011-2012</p>

GUIDELINE No. 4 – Networking with other stakeholders

<p><u>1. Coordination of EURES activities with stakeholders active in the promotion of mobility at European, national and local levels.</u></p> <p><u>Cooperation with stakeholders on the regional labour market</u></p> <p>Information activities varied according to the needs of different target groups. Sharing of information</p>	<p>Collaboration with stakeholders on the regional labour market was also carried out in the framework of other guidelines.</p>	<p>Action description:</p> <p>EURES staff participation in a series of meetings with stakeholders of regional labour markets and job fairs organised by the stakeholders. The meetings focused on the activities planned to be implemented in 2012/2013, Europass documents and discussions on cooperation mechanisms for implemented actions, including joint activities with the Voivodeship Police Headquarters in issues related to human trafficking.</p> <p>Organization of conferences for labour market stakeholders from Małopolska, including from the Polish-Slovak labour market. The conferences presented an economic board game <i>Peasant Business School</i> to use during meetings and workshops with the unemployed and job seekers, which teaches creativity, entrepreneurship and independent thinking.</p> <p>Cooperation with VLC units in Opolskie Voivodeship.</p>
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<p>materials on the EURES network. Placing information and relevant links on the websites of partners. Organisation of information and working meetings with stakeholders on the regional labour market. Participation and support for events organised by partners in Poland (workshops, information sessions, seminars, job fairs). Enabling partners to participate or visit the EJD and other information and promotion events implemented within the EURES grant.</p>		<p>Organization of meeting "<i>EURES - Mobility - youth</i>" in Katowice. During the meeting, the participants got acquainted with the activities and tasks performed by the invited institutions, opportunities to take internships and traineeships in the EU institutions, the activities conducted in the framework of the "Youth in Action" programme and Polish-German collaboration projects targeting, among others, young people.</p> <p>Distribution of materials on the EURES network to the stakeholders of the labour market in Zachodniopomorskie Voivodeship.</p> <p><i>Action partially funded by EURES grant 2012/2013 and partly from VLOs funds.</i></p> <p>Results/outcomes achieved:</p> <p>Dissemination of knowledge on the EURES network, including cross-border Poland-Slovakia cooperation, access to internships and traineeships in the EU institutions, the activities carried out within the framework of the programme "Youth in Action" and the Polish-German co-operation projects targeting, among others, young people.</p> <p>Establishing contacts with ca. 40 employers: promotion of EURES activities and services.</p> <p>Cooperation with stakeholders in the labour market (e.g. ACOs, universities, VLCs, GICs) translates into the ability to reach even more customers with information on EURES.</p> <p>Number of trainings/seminars/information meetings where EURES staff actively participated - 20 Number of conferences - 1 Number of external institutions with whom cooperation was started - 79 Number of contacts with external institutions - 162 Number of institutions to which information on EURES was sent - 69</p> <p>Target groups the action reached:</p> <p>Unemployed and job seekers, graduates, people interested in professional mobility, representatives of stakeholders of the labour market.</p> <p>including:</p> <p>1. The EEA countries taking part in the action: Slovakia</p>
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		<p>2. Organisations from Poland and abroad participating in the action or reached through the action: Slovak Labour Office for Social Affairs and Family in Stara Lubowia, Bardejov, Poprad, Kezmarok, Stropkov, Nowy Sącz PLO: for Nowy Sącz Powiat, in Gorlice, Nowy Targ, Limanowa, City of Nowy Sącz, SSI - Branch Office in Nowy Sącz, VLCs, Career Offices, Police Headquarters and District Labour Inspectorate of Podlaskie Voivodeship, GICs, Regional European Information Point, EUROPE Direct, EURODESK, House for Polish-German Co-operation, Office for the Vocational Promotion of Students and Graduates of Adam Mickiewicz University in Poznań, SLD Voivodeship Council of Wielkopolskie Voivodeship, Inter-Powiat Council OPZZ in Poznań, Independent Trade Union of Workers, and H. Cegielski Poznań SA “Metalowcy”, School Complex in Krzyż Wielkopolski</p> <p>Type of event: information meetings, job fairs, conferences, lectures</p> <p>Place and date of the event: 19.09.2012 -Zielona Góra, 19.10.2012 - Zielona Góra, 12-13.03.2013, 12.03.2013, 18.03.2013 - Żary, Zielona Góra, 27.03.2013 - Nowa Sól, 18.04.2013 - Sulechów, 19.04.2013 - Gubin, 07.05.2013 – Nowy Sącz, 12.04.2013 – Opole, 12.04.2013, - Przemyśl, 17.04.2012 – Dębica, 09.05.2013 - Rzeszów, 30.11.2012 – Białystok, 28.03.2013 – Katowice, 15-16.10.2012 – Poznań, 29.10.2012 – Poznań, 06.12.2012 – Poznań, 13.02.2013 - Krzyż Wlkp., 07.03.2013 - Mosina, 22.03.2013 - Szamotuły</p> <p>Description of the event participants:</p> <p>1. Number of participants: ca. 710</p> <p>2. Countries and organisations of participants: Poland (including: stakeholders from labour markets of Lubuskie, Śląskie, Wielkopolskie and Małopolskie Voivodeships, see: <i>target groups the action reached</i>)</p> <p>3. Outcome of the event: Increase in knowledge about the services provided by the EURES network, increase in information on safe job search, sharing information on</p>
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		<p>ongoing tasks that can help customers of the EURES network.</p> <p>Providing the offer of EURES services to employers who could not find suitable staff in the labour market of Podkarpackie Voivodeship and would be interested in international recruitments.</p> <p>Developing mechanisms of cooperation with stakeholders in the labour market. Cooperation with institutions, organizations, EU networks, whose activities are related to geographical and occupational mobility.</p>
<p><u>2. Coordination of EURES activities with the relevant Ministries and Agencies dealing with issues of unemployment benefits, etc.</u></p> <p>When the EURES staff needs detailed information on coordination of social security systems in the EU/EEA, MLSP takes appropriate action in cooperation with the Department for the Coordination of Social Security Systems. Action carried out and financed by means other than the EURES grant.</p>		<p>Action description: Cooperation with the Department for the Coordination of Social Security Systems of the MLSP with regard to virtual job fairs organised under Guideline No. 3.</p> <p>Results/outcomes achieved: Acquiring information on coordination of social security systems.</p>
<p><u>3. Co-operation with other EU networks</u></p> <p>Starting or continuing cooperation with other European networks, including Europass, Europe Direct,</p>	<p>Due to lack of interest by PLOs in Podlaskie Voivodeship, no separate meeting was held. The issues were included in the meetings organised under Guideline 3.</p>	<p>Action description: Participation in the organizational meeting with the representatives of the European Commission and other organizations to discuss the details of the event "Youth on the Move" planned for autumn 2012.</p> <p>Participation in the event organised in Poland by the European Commission under the name "Youth on the Move", with EURES stand.</p>

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<p>Eurodesk, SOLVIT, PLOTEUS, EURAXESS, ECAS. Exchange information with other networks and organizing meetings for the promotion of mobility. Promotion of activities and services of EURES among other EU networks. Including other networks in projects implemented in Poland, such as job fairs, EJD, information meetings, trainings and conferences. Participation in events organised by other EU networks</p>	<p>Cooperation with other EU networks was also carried out in the framework of guidelines 2 – 3. The materials obtained from the national EUROPASS Centre were promoted and used in all operations carried out by the EURES staff.</p>	<p>Participation in an information meeting, intended to provide the representatives of the EURES network with a package of Europass documents, with particular emphasis on Europass-CV. Organization of EUROPASS and EURES workshops for people seeking employment in the EEA.</p> <p>Participation in the information meeting on European volunteering.</p> <p>Organisation of the seminar "<i>Safe departures to work abroad</i>". The seminar discussed the following topics: Mobile Radom – apprenticeship for unemployed people in Germany, the activities of Robert Schuman Foundation, the European Programme for youth information Euro Desk and selected FRSE programmes, Europass Your Documents - Your Future, working and living in Denmark - a videoconference using Blackboard Collaborate, the activities of the European Information Point Europe Direct Warsaw and activities of EURES 2013/2014.</p> <p>Inclusion of links to EU web portals and networks on mobility at the website of VLO in Szczecin.</p> <p><i>Action partially funded by EURES grant 2012/2013 and partly from VLOs funds.</i></p> <p>Results/outcomes achieved:</p> <p>Promotion of the idea of European mobility.</p> <p>Cooperation with institutions providing mobility services made it possible to reach a broader range of stakeholders with information from Europass and EURES portfolio.</p> <p>Publicity of information on the possibilities of working abroad as well as other institutions working with EURES.</p> <p>Number of trainings for EURES staff - 2 (European Voluntary Service, Europass) Number of workshops/seminars organised under EURES - 2 (including: "<i>Safe departures to work abroad</i>"). Number of working meetings- 1 Number of EURES events attended by EURES staff - 1 (Youth on the Move) Number of links to EU networks placed on VLO websites - 17</p> <p>Target groups the action reached:</p> <p>job seekers, institutions/networks supporting job mobility among young people</p>
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		<p>including:</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: Main Information Point of European Funds, Marshal Office of Dolnośląskie Voivodeship, European Service of Vocational Education, Department of Education of the City of Wrocław, Europass, Foundation for the Development of Education - National Agency of the Programme "Youth in Action", Eurodesk, VLOs, PLOs, Mobile Vocational Information Centres, Academic Career Offices, Youth Labour Offices, trade unions, employers' organizations, non-governmental organizations.</p> <p>Type of event: working/information meetings, training, event "<i>Youth on the Move</i>", seminar, workshops</p> <p>Place and date of the event: 12.07.2012 - Wrocław , 12 – 13.10.2012 - Wrocław , 26 – 27.11.2012 - Warszawa , 28 – 29.11.2012 - Warszawa, 4.04.2013 - Warszawa, 17.05.2013 - Włocławek</p> <p>Description of the event participants:</p> <p>1. Number of participants: ca. 220</p> <p>2. Countries and organisations of participants: Poland (including: entities, see: <i>target groups the action reached</i>)</p> <p>3. Outcome of the event: EURES staff established cooperation with other European-wide networks such as the European Commission Representation; exchange of information on services, mutual benefits.</p> <p>Exchange of experiences, best practices, learning about organizational and business activities in the organization of various events with the institutions with which cooperation has been already established,</p> <p>EURES staff participated in events of other European-wide networks.</p> <p>Possibility of obtaining comprehensive information by job seekers on EUROPASS</p>
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		documents, EURES services, navigating the European labour market, etc.
<p><u>4. Cooperation with organizations active in the integration of workers from other countries, and their families, (...)</u></p> <p>Cooperation with foundations or associations that complement and support EURES activities related to cross-cultural adaptation of workers from other countries. Including these organizations in projects implemented under the EURES grant. Organization of an information meeting on issues of intercultural communication, integration of foreigners, the consequences of migration. Exchange of information materials. Establishment and continuation of cooperation with organizations such "Barka" or Foundation Against Trafficking and Slavery "La Strada".</p>	<p>Representatives of organizations working for the integration of foreigners did not participate in the activities of the EURES grant, however, the information and materials obtained from the Foundation Against Trafficking and Slavery <i>La Strada</i> were promoted and used in the activities carried out under other guidelines.</p> <p>Due to other commitment, the meetings for matching and placement officers in Lubelskie Voivodeship were not carried out.</p>	<p>Action description: Collaboration with the Foundation Against Trafficking And Slavery <i>La Strada</i></p> <p><i>Action implemented from VLO own funds.</i></p> <hr/> <p>Results/outcomes achieved: Obtaining information materials.</p>

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GUIDELINE No. 5 – Functioning of the EURES network

<p><u>1. Providing EURES human resources at the central level and on the entire territory of the Member State</u></p> <p><u>1.1. Ensuring adequate level of EURES staff in VLOs and PLOs in accordance with national law</u></p>		<p>Action description:</p> <p>In order to ensure an appropriate level of EURES services provided by VLOs and PLOs, an adequate level of EURES staff was ensured in the offices.</p> <p>As part of the EURES network in VLOs, 16 line managers control the activities of EURES and VLOs employ 54 EURES advisers and 17 EURES assistants.</p> <p>EURES tasks were carried out by ca. 560 people (job agents) in PLOs.</p> <p><i>Action funded from VLOs and PLOs funds.</i></p>
<p><u>1.2. Ensuring adequate level of EURES staff in MLSP to coordinate the activities of the EURES network in Poland</u></p>		<p>Action description:</p> <p>In order to ensure effective coordination within the EURES network, an adequate level of staff in MLSP was ensured, i.e. 7 people.</p> <p><i>Action funded from MLSP funds.</i></p>
<p><u>2. Implementation of national and European training</u></p> <p><u>2.1. Regional trainings for the employees of PLOs implementing EURES tasks</u></p> <p>Implementing trainings for PLOs employees implementing EURES tasks.</p>		<p>Action description:</p> <p>Ad. 2.1. Implementation of training for EURES staff of PLOs and VLOs in the field of effective EURES customer service, effective cooperation strategy with the media to promote projects of the EURES network, substantive knowledge of issues related to mobility in the EEA, knowledge of best practices in the implementation of EURES tasks, management of job fairs and projects funded by the EU, the methods and techniques of effective interpersonal communication, modern information technology, working with employers and current activities of EURES, including the reform and European programmes to promote employment and internships for young people.</p> <p><i>Action partially funded by EURES grant 2012/2013 and partly from VLOs funds (2 trainings).</i></p> <p>Results/outcomes achieved: Number of trainings: 24; Number of trained employees: 594</p>

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		<p>Gaining knowledge about effective strategy of cooperation with the media to promote projects of the EURES network, substantive knowledge of issues related to mobility in the EEA, including: coordination of social security, health care, delegating workers in the framework of the provision of services, EVS, the rules of applying for jobs in Germany, craft activities in Germany, the dual system of vocational education, the legal basis and the types of EURES activities in Poland.</p> <p>Target groups the action reached: PLO staff executing the EURES tasks, EURES voivodship staff including: 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: VLC, NHF, EURODESK, HWK Frankfurt/Oder, HWK Cottbus (Chambers of Crafts), SOLVIT, Europe Direct, Borussia Foundation, Foundation "Youth in Action".</p> <p>Type of event: trainings</p> <p>Place and date of the event: Wrocław 22-23.10.2012; Pieszyce 8-10.05.2013; Wielka Nieszawka 25-26.04.2013; Łódź 9-10 May 2013; Janowiec 6-7.12.2012; Słońsk 15-17.05.2013; Serock, 8-10.05.2013; Prószków 29-30.11.2012; Opole 27.05.2013; Rzeszów 28.05.2013; Białystok 31.01.2013; Tykocin 18-19.04.2013; Stara Kiszewa 27.02 - 01.03.2013; Katowice – 27.03.2013; Kroczyce – 18 – 19.04.2013; Kielce 22.11.2012 and 25.04.2013; Olsztyn 14-15.03.2013; Poznań 12.02.2013 and 15.05.2013.</p> <p>Description of the event participants: 1. Number of participants: 594 2. Countries and organisations of participants: Poland 3. Outcome of the event: gaining the skills and knowledge for communication with the media, cooperation between the PLOs and VLOs, working with the EURES clients, substantive knowledge of issues related to mobility in the EEA and the legal basis and EURES activities at national and European level.</p>
<u>2.2 EURES Initial Training</u>		<p>Action description: Participation of new EURES advisers and EURES adviser as an EURES expert in the final conference of the Initial Training 2012, participation of EURES advisers and EURES line managers in EURES Advanced Training 2012-2013,</p>

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<p><u>and EURES Advanced Training and ad hoc trainings</u></p> <p>Planned participation of candidates for EURES advisers in EURES Initial Training, of EURES Staff in EURES Advanced Training, training for EURES line managers and managers and in ad hoc trainings.</p>		<p>participation of EURES coordinator in a workshop for the coordinators for EURES training in 2012, participation of EURES manager in a workshop on the EURES reform.</p> <p>Results/outcomes achieved: Acquisition of knowledge and skills to act as EURES staff. Participation in European trainings increases efficiency of functioning of Polish EURES staff in the European EURES network. Acquisition of expertise and enhancement of qualifications in the scope necessary for effective implementation of EURES tasks at the national and European level. Participation in training translates into the quality of services for the EURES clients from Poland and abroad.</p> <p>Target groups the action reached: Candidates for EURES advisers, EURES advisers, EURES line managers, EURES coordinators from the national level, EURES manager. including: 1. The EEA countries taking part in the action: Poland 2. Organisations from Poland and abroad participating in the action or reached through the action: <i>not applicable</i></p> <p>Type of event: European trainings</p> <p>Place and date of the event: <i>EURES Advanced Training 2012-2013 series</i> Bologna, 19-21.06.2012 - coordination of social security Amsterdam, 26-28.06.2012 - cooperation with partner organizations Helsinki, 16-18.10.2012 - European mobility resources Berlin, 11-13.12.2012 - occupational and geographical mobility Valencia, 19-21.03.2012 - multicultural aspects Dublin, 19-21.03.2013 - EURES services for employers Bologna, 26-28.03.2013 - coordination of social security Lisbon, 9-11.04.2013 - European resources Amsterdam, 16-18.04.2013 - cooperation with partner organizations Barcelona, 21-23.05.2013 - occupational and geographical mobility Bologna, 28-30.05.2013 - EURES services for employers</p> <p><i>Final conference of the "EURES Initial Training 2012":</i> Bologna, 13-14.09.2012 <i>Workshops for EURES Line Managers:</i> Brussels, 9-10.10.2012, 24-25.10.2012</p>
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		<p><i>Workshops for EURES managers</i> Rome, 28-29.11.2012 - workshops on EURES reform <i>Workshops for EURES training coordinators</i> Bologna, 18-19.09.2012 – workshops for EURES training coordinators</p> <p>Description of the event participants: 1. Number of participants: 20 2. Countries and organisations of participants: EURES staff from Poland 3. Outcome of the event: Participation in trainings increases efficiency of Polish EURES staff in the European EURES network. Acquisition of expertise and enhancement of qualifications in the scope necessary for effective implementation of EURES tasks at the national and European level.</p>
<p><u>2.3. Pre-training for candidates for EURES advisers</u></p> <p>Conducting pre-training for candidates for EURES advisers and new VLO employees implementing EURES tasks.</p>	<p>EURES pre-training at the national level was not carried out because of the lack of new candidates for EURES advisers during the implementation of EURES grant 2012-2013</p>	<p>Action description: not implemented</p>
<p><u>3. Annual EURES training/conference</u></p>		<p>Action description: Annual conference organised by MLSP for the Polish EURES staff. Conference topics related to: the activities of EURES in June 2012 - May 2013, planning and accounting of EURES grant, EURES reform, job database, the process of European training, support in terms of EURES information and communication, implementation of virtual job fairs, the situation on labour markets in the Netherlands and Germany, including the reform of the public employment services in these countries and the impact on operations and cooperation in the EURES network.</p> <p>Implementation of 2-day training on EURES communication and information involving GOPA Cartermill expert, addressed to EURES staff of voivodeship labour offices and the MLSP.</p> <p>Results/outcomes achieved:</p>

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		<p>Exchange of information on current operations of the network in Poland and at the European level (including cooperation with Dutch and German EURES). Introducing EURES staff to the objectives of the EURES reform and information and communication tools supporting activities of the network in Poland.</p> <p>Acquisition of knowledge on public presentation of EURES activities, including preparation of press releases, rules of conducting information campaigns, cooperation with the media and the use of social media.</p> <p>Target groups the action reached: Polish EURES staff</p> <p>including:</p> <p>1. The EEA countries taking part in the action: Germany, the Netherlands</p> <p>2. Organisations from Poland and abroad participating in the action or reached through the action: PES from Poland, Germany and the Netherlands</p> <p>Type of event: national training</p> <p>Place and date of the event: Warsaw, 3-5.12.2012; 14-15.05.2013</p> <p>Description of the event participants:</p> <p>1. Number of participants: <u>Annual EURES conference:</u> 58 people <u>Training in EURES communication and information:</u> 39 people.</p> <p>2. Countries and organisations of participants: PES from Poland, Germany and the Netherlands</p> <p>3. Outcome of the event: Exchange of information on current operations of the network in Poland and at the European level (including cooperation with the Dutch and German EURES networks). Introducing EURES staff to the objectives of the EURES reform and information and communication tools supporting activities of the network in Poland.</p> <p>Acquisition of knowledge on public presentation of EURES activities, including</p>
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		preparation of press releases, rules of conducting information campaigns, cooperation with the media and the use of social media.
<p><u>4. Ensuring that all EURES activities have both quantitative and qualitative objectives and are assessed and reported</u> Ensuring the monitoring of qualitative and quantitative objectives of EURES activities through EURES monitoring database, supplemented once a quarter by all voivodeship and poviats labour offices in Poland.</p>	<p>Monitoring of EURES services using EURES monitoring database was implemented</p>	<p>Action description: Ensuring the monitoring of qualitative and quantitative objectives of EURES activities through EURES monitoring database, supplemented once a quarter by all voivodeship and poviats labour offices in Poland. Monitoring database is available on the internal network at the national EURES website www.eures.praca.gov.pl.</p>
		<p>Results/outcomes achieved: Obtained data on the implementation of EURES activities in Poland, which have been used in national and regional reports on the implementation of EURES in Poland. Data obtained on a quarterly basis from 16 voivodeship labour offices and ca. 330 poviats labour offices.</p>
<p><u>5. Provision of an independent, external evaluation of the results of the three-year action plans.</u></p>	<p>Action will be included in the planned evaluation of EURES 2009-2013, which will be carried out in accordance with the recommendation of the European Commission by 15.12.2013</p>	<p>Action description: not implemented</p>
<p><u>6. Evaluation of annual action plans and providing information on the results achieved in the form of annual reports to EURESco</u></p>		<p>Action description: Preparation of an annual report on the implementation of activities undertaken under EURES grant agreement No. VS/2012/0141, and then transferring it to EURESco.</p>

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<p><u>7. Regular sharing and updating of available PES job offers (...)</u></p> <p><u>7.1. Ensuring effective exchange of Polish job offers posted by PLOs between the national Central Database of Jobs and the European EURES portal.</u> Maintaining the right link between MLSP IT systems and the EC's EURES portal.</p>	<p>Action implemented with own funds</p>	<p>Action description: Ensuring transfer of Polish job offers posted by poviats labour offices using the Central Database of Jobs at the EURES portal.</p> <p><i>Action funded from MLSP funds.</i></p> <p>Results/outcomes achieved:</p> <p>Correct transfer of job offers from the national PES job portal, using the Central Database of Jobs, to the EURES portal.</p> <p>Achieved 87% accuracy level of the transfer of jobs to the EURES portal.</p> <p>Number of jobs submitted to the EURES portal in the reporting period is ca.181 thousand.</p>
<p><u>8. Collection of data in order to identify and anticipate surpluses, shortages of labour and so-called 'bottlenecks' in labour markets.</u></p> <p><u>8.1. Compiling information on the situation at the national and regional labour markets, including information on surplus and deficit professions.</u></p> <p>Action is implemented and financed from VLO own funds.</p>		<p>Action description: Preparing update of information on the situation in national and regional labour markets, including information on surplus and deficit professions in Poland.</p> <p><i>Action financed from VLO own funds.</i></p> <p>Results/outcomes achieved: Forwarded updated information to the European Commission for publication at the European EURES portal.</p> <p>Target groups the action reached: people seeking employment in Poland, people returning to the country. including:</p> <p>1. The EEA countries taking part in the action: not applicable 2. Organisations from Poland and abroad participating in the action or reached through the action: not applicable</p> <p>Type of event: publication on the EURES portal - action implemented by the European Commission</p>

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<p><u>8.2. Updating information on living and working conditions in Poland, in cooperation with the relevant central institutions.</u></p> <p>Action implemented and financed from MLSP own funds.</p>		<p>Action description: Updating information on living and working conditions in Poland, in cooperation with the relevant central institutions.</p> <p><i>Action financed from MLSP own funds.</i></p> <p>Results/outcomes achieved: Forwarded updated information to the European Commission for publication at the European EURES portal.</p> <p>Target groups the action reached: people seeking employment in Poland, people returning to the country. including: 1. The EEA countries taking part in the action: not applicable 2. Organisations from Poland and abroad participating in the action or reached through the action: not applicable</p> <p>Type of event: update of information</p>
<p><u>8.3 Analyses of trends in the local market and exchange with other EURES partners at European level</u></p> <p>Development of information on the situation on the regional labour market region in Podlaskie Voivodeship</p>	<p>Action implemented from VLO own funds under action 8.1.</p>	<p>Action description: -</p>
<p><u>9.1 Financial audit</u></p> <p>Contracting audit of EURES grant spending for the financial year 2012/2032. Interaction with the auditor, providing the auditor with necessary explanations for the smooth conduct of the audit.</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/2012/0141 (SI2.622768) on the award of grant for the action: "Annual Work Programme EURES 2010/2011 – 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 2012 to May 2013, which resulted in the confirmation of their correct use.</p>

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<p><u>10.Meetings, working groups, conference at the EU level</u></p> <p>Actions under EURES network will require participation in the following meetings and conferences:</p> <ul style="list-style-type: none"> - EURES Working Group in the second quarter of 2012 (Cyprus) – participation of one EURES representative from MLSP. - EURES Working Group in the first quarter of 2013 (Ireland) – participation of one EURES representative from MLSP. - "Mobility Day" Conference in the fourth quarter of 2012 in Belgium – participation of one EURES representative from MLSP. <p>Participation twice a year in thematic meetings/seminars of working groups under EURES: Working Group for Information, Working Group for Training, Working Group for IT Platform, organised by the European Commission.</p>		<p>Action description:</p> <p>EURES staff from MLSP participated in the following meetings/conferences and events at the European level: Brussels, 4-5.10.2012 - conference on EURES communication and information Brussels, 6.10.2012 - European Job Day Brussels, 7-8.06.2012 - Working Group for support and promotion of EURES platform Copenhagen, 20.06.2012 - Working Group for EURES training Limassol, 9-11.10.2012 - EURES Working Group Brussels, 13.11.2012 - Working Group for EURES training Brussels, 14.11.2012 - Conference "Mobility Day" Brussels, 12.03.2013 - meeting of correspondents for the reform of EURES Dublin, 20.02.2013 - Working Group for EURES training Brussels, 21-22.03.2013 - Working Group for EURES Information and Communication Brussels, 25-25.04.2013 - meeting of correspondents for the reform of EURES Dublin, 21-23.05.2013 – EURES Working Group</p> <p>Results/outcomes achieved: Informing EURES coordinating staff at the national level about EURES reform process, EURES training, new ICT tools, exchange of information on implementation of the network's tasks at the European level.</p> <p>Target groups the action reached: including: Polish EURES staff 1. The EEA countries taking part in the action: EEA 2. Organisations from Poland and abroad participating in the action or reached through the action: not applicable</p> <p>Type of event: European conferences/workshops conducted by the European Commission</p> <p>Place and date of the event: as above in the description of the action</p> <p>Description of the event participants: 1. Number of participants: 12 people</p>
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		<p>2. Countries and organisations of participants: Poland</p> <p>3. Outcome of the event: Informing EURES coordinating staff at the national level about EURES reform process, EURES training, new ICT tools, exchange of information on implementation of the network's tasks at the European level.</p>
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GUIDELINE No. 6 - Implementing cross-border activities

under Guideline No. 1 – Improving access to EURES services

<p><u>1.1 Organisation of trainings, workshops for staff from partner labour offices from cross-border regions</u></p> <p><i>EURES Odra-Oder</i> Organisation of workshops with partners from German labour offices to develop a common strategy in the area of cross-border job matching and placement services as well as training for staff of partner offices in Germany</p>		<p>Action description: <i>EURES Odra-Oder</i></p> <p>Two-day training for staff from partner labour offices in Cottbus, Eberswalde and Berlin as well as national partners in the EURES Odra-Oder Initiative from the PLOs in Żagań, Międzyrzecz and Słubice was organised and conducted.</p> <p>Working meetings/workshops with representatives of German and Polish employment services in the border region were organised. Issues discussed during meetings included the activities of the Polish-German Advisory Point operating in Szczecin and the current situation on the border labour market. In view of the continuing demand for consulting services for job seekers in the border area, it was decided to continue the exchange of information on labour markets on both sides of the border and the provision of information for those interested in working or studying in both countries.</p> <hr/> <p>Results/outcomes achieved: <i>EURES Odra-Oder</i></p> <p>Number of trainings for employees of labour offices: 1; Number of trained employees: 30. Number of meetings/workshops: 2.</p>
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		<p>The training presented the rules for the registration of the unemployed, work with employment agencies and the coordination of social security schemes in force in Poland after accession to the European Union.</p> <p>Employees of partner labour offices from Poland and Germany received information on the activities of the Polish-German consultation point and the situation on the border labour market, thereby improving the quality of services provided.</p> <p>The working meetings raised the following issues and achieved the following results:</p> <ul style="list-style-type: none">- it was proposed to jointly organise a group occupational training for caretakers of the elderly and the disabled,- observation of staff work on the German and Polish side- discussion on the situation on the German and Polish labour markets,- Observation of enterprises cooperating with the offices on the Polish and German side.
		<p>Target groups the action reached:</p> <p><i>EURES Odra-Oder</i></p> <p>Employees of partner labour offices from Poland and Germany.</p> <p>including:</p> <p>1. The EEA countries taking part in the action: Poland, Germany</p> <p>2. Organisations from Poland and abroad participating in the action or reached through the action: Representatives of Employment Agency in Cottbus, Eberswalde and the Regional Directorate of Berlin-Brandenburg, representatives of PLO Żagań, Międzyrzec and Słubice</p>
		<p>Type of event: Training, working meetings/workshops</p>
		<p>Place and date of the event: Zielona Góra 24-25.04.2013; Słubice 09.01.2013 20.03.2013; Szczecin 23.05.2013</p>

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		<p>Description of the event participants:</p> <p>1. Number of participants: 30</p> <p>2. Countries and organisations of participants: Poland, Germany</p> <p>3. Outcome of the event:</p> <p>Increasing knowledge of partners from German labour offices on: registration of the unemployed, cooperation with employment agencies and coordination of social security in force in Poland after accession to the European Union, exchange of information on the situation on the labour markets in Poland and Germany, increasing knowledge of employees of partner labour offices from Poland and Germany on the activities of the Polish-German consultation point and the situation on the border labour market.</p>
<p><u>2.1 information campaigns on EURES for PES customers in cross-border areas</u></p> <p><i>EURES Karpaty</i> Organization of information days and an information campaign on cross-border mobility</p> <p><i>EURES Biały Las</i> Defining the relevant groups of EURES customers and organization of information campaigns for the benefit of those groups. <i>Action implemented with VLOs own</i></p>		<p>Action description: <i>EURES Karpaty</i> EURES Adviser from VLO in Rzeszów took part in the meeting of EURES advisers from border areas of Poland and Slovakia. The purpose of the meeting was to find a common methodology for the exchange of information on cross-border labour market and the implementation of best practices. The meeting took place at the initiative of the Working Group for Labour and Social Policy of the Slovak-Polish Intergovernmental Commission for the Cross-Border Cooperation. During the meeting the possibility of using analysis of surplus and deficit professions was discussed. It was also agreed that in the event of group layoffs in the border area the labour offices will transmit information about group layoffs, via official channels, specifying industry/qualifications of people laid off who are interested in employment in the neighbouring country.</p> <p>Slovak Information Day was organised in cooperation with the Career Office of the State Higher Vocational School in Krosno. During the event, Slovak EURES advisers conducted a series of presentations on living and working conditions in Slovakia, the current job offers on the border, ways to look for work through the EURES network, coordination of social security systems. Information stands on EURES services were organised. Radio Rzeszów conducted an information campaign on the Information Day.</p>

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funds		<p><i>EURES Bialy Las</i> A leaflet addressed to regional employers on EURES cross-border services was prepared. <i>Action financed from VLOs own funds.</i></p>
		<p>Results/outcomes achieved: <i>EURES Karpaty</i> Number of working meetings - 1, Number of information campaigns: 1; Number of participants on Information Day – 160; Number of commercials broadcasted on the radio – 25.</p> <p>During the working meeting it was agreed to introduce exchange of uniform, quarterly information on surplus and deficit professions across the border area. The scope and form of monitoring the interest in working in the border areas were established.</p> <p><i>EURES Bialy Las</i> Number of leaflets - 300 pcs</p>
		<p>Target groups the action reached: <i>EURES Karpaty</i> Pupils, students, the unemployed, job seekers, employees of cooperating institutions.</p> <p><i>EURES Bialy Las</i> Regional employers - access to information on cross-border EURES services including:</p> <p>1. The EEA countries taking part in the action: Poland, Slovakia</p> <p>2. Organisations from Poland and abroad participating in the action or reached through the action: Regional employers UPSVaR in Michalovce, State Higher Vocational School in Krosno, Powiat Labour Office in Krosno.</p>
		<p>Type of event: Information Day</p>

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		<p>Place and date of the event: Krosno, 23.05.2013</p> <p>Description of the event participants: <i>EURES Karpaty</i></p> <ol style="list-style-type: none">1. Number of participants: 1602. Countries and organisations of participants: Poland, Slovakia3. Outcome of the event: promotion of knowledge on taking employment in Polish and Slovakia border areas the help of the EURES network. The result of this action was the increase in access of potential customers (unemployed and job seekers) to EURES job offers. People involved in the Slovak Information Day gained knowledge about the services of the EURES network.
<p><u>3.1. Information on EURES services in cross-border regions in VLO publications</u></p> <p><i>VLO EURES Biały Las, EURES Odra-Oder</i> Inclusion of information on EURES cross-border activities and services in internal publications issued by VLOs and in external publications on business. <i>Action implemented with VLOs own funds</i></p>		<p>Action description: <i>EURES Odra-Oder</i> Publication of articles in the VLO Information Bulletin on the EURES cross-border activities. <i>Action financed from VLOs own funds.</i></p> <p><i>EURES Biały Las</i> Publication of report on the Third Cross-Border Job Fair in Suwałki on the website of VLO in Białystok: www.up.podlasie (tab "About us"). <i>Action financed from VLOs own funds.</i></p> <p>Results/outcomes achieved: <i>EURES Odra-Oder</i> Publication of two articles (500 copies and online publication), increasing knowledge of the EURES cross-border services.</p> <p><i>EURES Biały Las</i> Number of internal publications – 1.</p> <p>Target groups the action reached: <i>EURES Odra-Oder, EURES Biały Las</i> Labour office staff who are not EURES staff, the unemployed and job seekers,</p>

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		<p>employers, graduates, PES employees including: 1. The EEA countries taking part in the action: Poland 2. Organisations from Poland and abroad participating in the action or reached through the action: not applicable</p> <p>Type of event: publications</p> <p>Description of the event participants: 1. Number of participants: - 2. Countries and organisations of participants: - 3. Outcome of the event:</p> <p><i>EURES Odra-Oder, Biały Las</i> Expanding knowledge on cross-border services within the EURES network.</p> <p>Written outputs and information/dissemination materials: <i>EURES Odra-Oder</i> 1. Title: Newsletter of VLO in Zielona Góra 2. Main subject of the publication: tasks carried out by VLO in 2012 3. Number of copies: 500 4. Main target group of these materials: Labour office staff who are not EURES staff, the unemployed and job seekers, employers, graduates, PES employees 5. How many language versions were produced: 1 (Polish)</p>
<p><u>5.1. EURES Information and communication activities in cross-border regions</u></p> <p><i>EURES Karpaty</i></p> <p>Expansion and development</p>		<p>Action description: <i>EURES Karpaty</i> Update of information on the website of VLO in Rzeszów regarding cross-border cooperation. Action was focused on the dissemination of information on job offers, living and working conditions and procedural requirements related to employment in the border regions of Poland and Slovakia. http://www.pswwp.wup-rzeszow.pl/ .</p> <p><i>Action financed from VLOs own funds.</i></p> <p>Results/outcomes achieved:</p>

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of the website of VLO in Rzeszów (http://www.pswwp.wup-rzeszow.pl/) . Action implemented with VLO own funds	<i>EURES Karpaty</i> The website was visited by over 95 thousand people. The action resulted in the provision of information on taking employment in border areas of Poland and Slovakia through the EURES network. Increased access to job offers of the EURES network.
	Target groups the action reached: unemployed and job seekers in cross-border region including: 1. The EEA countries taking part in the action: - 2. Organisations from Poland and abroad participating in the action or reached through the action: -

Under guideline No. 2 (Ensuring services to employers)

<u>1.1 Regional strategies/information activities for Polish employers in cross-border regions</u> <i>EURES Odra- Oder</i> Preparation of information material for Polish from cross-border regions on the activities and cooperation with EURES Participation of EURES staff in a conference on EURES services provided for Polish employers and information meetings with employers Ongoing European matching	Due to logistics and organisational issues, representatives of EURES staff from VLO Zielona Góra did not take part in a conference organised by the PLO Żagań. For organisational reasons, PLO Międzyrzec cancelled meetings with employers as part of a consultation point from Międzyrzec Powiat. Matching and placement services were not provided for Polish employers by VLO in Szczecin due to the lack of demand for workers from the border area of Germany (no job	Action description: <i>EURES Odra-Oder</i> Preparation and transfer of an information package to inform about the possibilities of support and cooperation from EURES for employers' organisations from Lubuskie Voivodeship: Lubuskie Employers' Organisation, Organisation of Employers of Lubusz Land, Crafts and Entrepreneurship Chambers in Gorzów Wlkp. and Crafts and Entrepreneurship Chambers in Zielona Góra. Organisation of the conference "Business in the morning" dedicated to EURES services for Polish employers to disseminate information on international matching and placement services within the EURES network. Update of information on website of VLO in Szczecin regarding employers interested in hiring employees from EU/EEA countries, including Germany. Action implemented from VLO own funds. <i>EURES Biały Las</i> Publication of sponsored article on cross-border mobility and cross-border activities in Poland.
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<p>and placement services for Polish employers interested in recruitment of employees from Germany. Action to be implemented from VLO own funds.</p> <p>Placing information for employers on the VLO website about opportunities to employ workers from Germany. Action to be implemented from VLO own funds.</p> <p>Participation in the international job fairs in Germany in order to promote employment in Poland and offers of Polish employers. Action to be implemented from VLO own funds.</p> <p><i>EURES Biały Las</i> Publication of sponsored article on cross-border mobility and cross-border activities in Poland.</p>	<p>offers addressed to German citizens were submitted during the action period).</p>	<p>Results/outcomes achieved: <i>EURES Odra-Oder</i> Number of information events for Polish employers: 1; Number of contracts with Polish employers: 30; Number of regional publications for Polish employers: 2 (results achieved with the participation of own funds). Dissemination of information on European employment placement within the EURES network.</p> <p><i>EURES Biały Las</i> Number of sponsored articles: 1</p> <p>Target groups the action reached: Employers from Lubuskie Voivodeship and the border region of Podlasie including: 1. The EEA countries taking part in the action: not applicable 2. Organisations home and abroad taking part in the action: PLO employees in Żagań, Lubusz Loan Fund, Regional Development Agency from Zielona Góra, PKO Polish Bank Branch in Żagań</p> <p>Type of event: Conference "<i>Business in the morning</i>", sponsored article</p> <p>Place and date of the event: <i>EURES Odra-Oder:</i> Żagań, 19.04.2013 <i>EURES Biały Las:</i> Gazeta Wyborcza (insert on employment) - 27.05.2013; Website www.gazeta.pl (Białystok): 27–31.05.2013</p> <p>Description of the event participants: <i>EURES Odra-Oder</i> 1. Number of participants: 40, including 30 employers in Żagań Powiat 2. Countries and organisations of participants: Poland, PLO employees in Żagań, Lubusz Loan Fund, Regional Development Agency from Zielona Góra, PKO Polish Bank Branch in Żagań 3. Outcome of the event: Conference disseminated and provided employers with information on European employment placement within the EURES network and opportunities in business development.</p> <p>Written outputs and information/dissemination materials: <i>EURES Biały Las</i></p>
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		<ol style="list-style-type: none"> 1. Title: Sponsored article - <i>Looking for a worker from the EU? Call the European Employment Service.</i> 2. Main subject of the publication: cross-border mobility and cross-border activities in Podlaskie Voivodeship 3. Number of copies: circulation: 6.5 thousand 4. Main target group of these materials: regional employers 5. How many language versions were produced: 1 (Polish)
<p><u>1.2. European job matching and placement services for Polish employers in cross-border regions</u></p> <p><i>EURES Odra-Oder</i> Carrying out recruitment in the border region of Germany for Polish employer. Action partially planned from VLO own resources</p> <p><i>EURES Biały Las</i> Provision of European matching and placement services to Polish employers interested in recruitment of employees from border regions of Lithuania. Action implemented with VLOs own funds</p>	<p><i>EURES Odra-Oder, EURES Biały Las</i></p> <p>Action was not completed due to lack of demand for foreign workers from the Polish employers</p>	<p>Action description:</p> <p>Action not implemented.</p>
<p><u>1.3. Defining needs and problems of Polish employers from cross-border regions regarding employment of workers</u></p>	<p>Due to the lack of interest of regional employers in recruiting staff from border regions (lack of job offers), it was considered that there was no need to commission the study.</p>	<p>Action description: Action not implemented.</p>

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<p><i>EURES Biały Las</i></p> <p>Commission of a study defining the needs and problems of employers with regard to employing workers from cross-border regions and dissemination of report among employers from cross-border regions and posting it on website of VLO in Białystok and Eures Poland</p>		
<p><u>1.4 Participation in European cross-border job fairs in Germany</u></p> <p><i>EURES Odra-Oder</i> Participation of EURES staff in cross-border and European job fairs organised by the German side. <i>Action partially planned from VLO own resources</i></p>	<p>Action has not been performed in part by VLO in Zielona Góra, due to the lack of organisation of the event by German partners</p>	<p>Action description: Participation of EURES adviser from VLO in Szczecin in the Polish-German education fair "Vocatum in Oder Prenzlau/Szczecin 2012". EURES Adviser provided information about the education and the labour market and employment conditions in Poland, with particular emphasis on Zachodniopomorskie Voivodeship.</p> <p><i>Action financed from VLOs own funds.</i></p> <hr/> <p>Results/outcomes achieved: Number of job fairs carried out abroad with participation of Polish EURES staff from VLO: 1</p> <hr/> <p>Target groups the action reached: Polish employers - through the promotion of Zachodniopomorskie labour market, in the case of such needs, may acquire potential employees from Germany. including: 1. The EEA countries taking part in the action: Germany 2. Organisations home and abroad taking part in the action: schools from Ostvorpommern district - from cities: Ueckermuende, Eggesin, Torgelow, Pasewalk,</p>

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		<p>Penkun and Löcknitz and from Brandenburg - from cities: Schwedt, Angermünde i Templin, schools from Szczecin, Stargard Szczeciński and Police.</p> <p>Type of event: education fair</p> <p>Place and date of the event: Prenzlau, 25-26.09.2012</p> <p>Description of the event participants:</p> <p>1. Number of participants: 1 thousand</p> <p>2. Countries and organisations of participants: Poland, Germany (Ostvorpommern, Brandenburg).</p> <p>3. Outcome of the event: providing information on education and the labour market and employment conditions in Poland, with particular emphasis on Zachodniopomorskie Voivodeship.</p>
<p><u>2.2 Participation in conferences and seminars organised by German PES Trade Unions (DGB)</u></p> <p><i>EURES Odra-Oder</i> Planned participation of EURES staff in conferences and seminars organised by German PES and Trade Unions (DGB) Action partially planned from VLO own resources</p>	<p>Representatives of VLO in Szczecin did not participate in all scheduled events organised by the German side due to lack of organisation of these events by the German partners.</p>	<p>Action description: <i>EURES Odra-Oder</i> Participation of EURES staff in a two-day training course organised in Berlin by the Regional Directorate of the Berlin-Brandenburg Federal Labour Office. The training covered the general aspects and the structure of the German labour administration.</p> <p>Results/outcomes achieved: Number of participating EURES staff representatives: 15 Participants got acquainted with the rules of the German vocational training, the benefits of this type of education for employers and students, the structure of German labour administration (tasks of the Federal Labour Agency, a division of the German PES), the rules of granting benefits to the unemployed, the functioning of Vocational Information Centre, the organisational process on the first contact with the customer (from registration to work), the programme "Your First EURES Job" coordinated by German partners and the national programme "MobiProEU".</p> <p>Target groups the action reached: Employees of Polish and German PES</p> <p>including:</p> <p>1. The EEA countries taking part in the action: Poland, Germany</p> <p>2. Organisations home and abroad taking part in the action: PES from Poland and</p>

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		Germany
		Type of event: training
		Place and date of the event: 13-14.03.2013. Berlin
		Description of the event participants: 1. Number of participants: 15 2. Countries and organisations of participants: PES from Poland and Germany 3. Outcome of the event: Participants got acquainted with the rules of the German vocational training, the benefits of this type of education for employers and students, the structure of German labour administration (tasks of the Federal Labour Agency, a division of the German PES), the rules of granting benefits to the unemployed, the functioning of Vocational Information Centre, the organizational process on the first contact with the customer (from registration to work), the programme "Your First EURES Job" coordinated by the Germans and the national programme "MobiProEU".

Under guideline No. 3 - Providing services to jobseekers, job changers and the unemployed

<p><u>1.1 Regional information strategies/actions for Polish unemployed and job seekers from cross-border regions</u></p> <p><i>EURES Odra-Oder</i> Organization of working meetings on actions for the implementation of common EURES projects</p> <p>Participation of EURES staff in</p>	<p>According to the needs, one working meeting was organised out of four planned</p> <p>Four information and consultation days with PES from Germany in the PLO in Stubice were not organised due to organizational reasons</p> <p>Two consultation were not organised with the support of PES in Germany and the</p>	<p>Action description:</p> <p><i>EURES Odra-Oder</i></p> <p>Cross-border Information Days were organised in Gorzów Wielkopolski, Zielona Góra and Żagań, during which German partners presented information on living and working in Germany, employment opportunities for Polish citizens, safe forms of job search. Participants received information on the Principles of the European Health Insurance Card (EHIC), procedure in case of a need of health care in the European Union, the dual system of education in Germany, the law on the recognition of professional qualifications and rules of EVS.</p> <p>Organisation of Cross-Border Information and Recruitment Days in Zielona Góra, Gorzów Wielkopolski and Żagań in which German employers from catering and hospitality, medical care and craftsmanship industries presented jobs and conducted recruitment. Participants received promotional materials for EURES Odra-Oder.</p>
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<p>information events and consultation points organised by partners</p> <p>Organization of workshops on EURES services and rules for access to the German labour market in the border region. Action partially planned for implementation from VLO own resources</p> <p>Organization of conference on job opportunities in Germany in the border region, Cross-Border Information Days and Cross-Border Information and Recruitment Days</p> <p><i>EURES Biały Las</i> Organization of computer workshops on EURES network services and cross-border mobility.</p>	<p>Chamber of Crafts in Frankfurt an der Oder with representatives of VLO in Zielona Góra and PLO in Słubice due to organizational issues.</p> <p>VLO in Szczecin did not organise workshops, but instead organised individual consultations for interested people</p> <p>There was no need to organise workshops - topics of cross-border mobility were discussed at workshops organised under Guideline 3, Action 3.1, and at a meeting in Sejny (border region) on 14.02.2013 (implemented from own funds)</p>	<p>Organisation of a working meeting during which plans for 2012/2013 and a framework for cooperation were discussed.</p> <p>Organisation, jointly with the PES in Germany and the Chamber of Crafts in Frankfurt an der Oder, of a consultation point. Participants received information on the functioning of EURES network, living and working conditions in Germany, possibility of setting up own business in Germany, current vacancies, materials promoting EURES Odra-Oder.</p> <p>Ongoing provision of information to all interested on the EURES services, job search methods, rules for access to the German market, living and working conditions in Germany.</p> <p>Continued activity of Polish-German information point at VLO in Szczecin, where EURES advisers from Pasewalk and VLO were on duty. They provided information on the possibilities of studying and working in Germany. The talks were conducted in Polish and German. The most sought after jobs related to: auxiliary work in industry, construction work, seasonal work in agriculture, hotels and catering, home help and care for the elderly. Some of the questions related to training in the dual system in Germany. <i>Action financed from VLOs own funds.</i></p> <p>EURES staff from VLO took part in information events organised by other institutions and universities. <i>Action financed from VLOs own funds.</i></p> <p>Organisation of two conferences with representatives of the German state institutions and human resource and tax consulting agencies. During the conference information on the EURES network, living and working conditions, taking up employment and doing business in Germany was provided. These activities helped to raise awareness of people wishing to take up employment in Germany, familiarising them with the rules, aspects and conditions which must be met in order to travel abroad safely and benefit from career plans. Conferences complemented the fair and expanded awareness of people with the necessary information on mobility.</p> <p>Results/outcomes achieved: <i>EURES Odra-Oder</i> Number of people who signed initial contracts of employment: 50; Number of information</p>
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		<p>meetings:: 6; Number of working meetings: 2; Number of participants: 100; Number of consultation points: 2; Number of people using consultation points:: 1 030 (<i>result achieved with own funds</i>); Number of people attending information days: information and recruitment: 540; number of newspaper advertisements on information/information-recruitment events: 14, Number of newspaper articles on EURES promoting Information/Information-recruitment events: 4, Number of news articles on EURES promoting consultation point: 2; Number of handouts: 2 thousand copies; Number of posters promoting information/information-recruitment events: 1 thousand; Number of advertisement campaigns on LED screen: 2; Number of conferences: 2; Number of conference participants – 300</p> <p>Participants received information about coordination of health insurance, procedure if you require medical care in the European Union, the dual system of education in Germany, the law on the recognition of professional qualifications and rules of EVS; they became acquainted with the German labour market and human resources needs of employers from Germany and agreed on action plans and a framework for cooperation. On average during one duty shift, the Polish-German point was visited by about 20 people. Businesses acquired information about the possibilities and conditions for establishing enterprises and delegating of workers in Germany.</p> <p>Target groups the action reached:</p> <p><i>EURES Odra-Oder</i> Unemployed, job seekers from Lubuskie and Zachodniopomorskie Voivodeships, students, graduates, those interested in cross-border mobility, Polish employers.</p> <p>including:</p> <p>1. The EEA countries taking part in the action: Germany, Poland 2. Organisations home and abroad taking part in the action: Regionsldirektion der Bundesagentur für Arbeit Berlin Brandenburg, Cottbus, AOK, HWK Frankfurt, NZF, EURODESK, Tax Office, VLO in Szczecin, NLI in Szczecin, Zentrale Auslandsvermittlung Rostock, Natzwerk „genres”, AOK, Dom Gospodarki, Agentur fur Arbeit Greifswald, Agentur fur Arbeit Pasewalk</p> <p>Type of event: <i>EURES Odra-Oder</i></p>
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		<p>Cross-Border Information and Recruitment Days, Cross-Border Information Days, working meetings, consultation point, conferences</p>
		<p>Place and date of the event: <i>EURES Odra-Oder</i> Gorzów Wlkp., 30.01.2013 and 27.02.2013; Zielona Góra, 06.02.2013 and 20.02.2013; Żagań, 13.02.2013 and 20.03.2013 and 08.05.2013; Szprotawa, 10.04.2013; Międzyrzecz, 08.02.2013 and 19.04.2013; Świnoujście, 6.03.2013; Police, 19.04.2013</p>
		<p>Description of the event participants: <i>EURES Odra-Oder</i> 1. Number of participants: ca. 2 thousand 2. Countries and organisations of participants: Poland, Germany. Employees of Polish and German PES, representatives of employers 3. Outcome of the event: Increase in awareness of EURES and EURES services. Taking up work by the unemployed and job seekers with employers from Germany, obtaining information on living, working, doing business in Germany, raising awareness of people wishing to take up employment in Germany, by familiarizing them with the rules, aspects and conditions to be met to travel abroad safely and benefit from career plans.</p>
		<p>Written outputs and information/dissemination materials: <i>EURES Odra-Oder</i> 1. Title: folder 2. Main subject of the publication: Eures Odra-Oder Cross-Border Initiative 3. Number of copies: 1 thousand copies 4. Main target group of these materials: the unemployed, job seekers, future graduates from Żagań Poviát, employers 5. How many language versions were produced: 1 (Polish)</p> <p>1. Title: Notepad 2. Main subject of the publication: Eures Odra-Oder Cross-Border Initiative 3. Number of copies: 1 thousand copies 4. Main target group of these materials: the unemployed, job seekers, future graduates from Żagań Poviát, employers 5. How many language versions were produced: 1 (Polish)</p>

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		<p>1. Title: newspaper article 2. Main subject of the publication: advertisement promoting Cross-Border Information and Recruitment Days, Cross-Border Information Days and consultation meeting 3. Number of copies: 6 advertisements in a local paper (five thousand copies) 4. Main target group of these materials: the unemployed, job seekers, future graduates from Żagań Powiat, employers 5. How many language versions were produced: 1 (Polish)</p> <p>1. Title: Posters 2. Main subject of the publication: Information about the conference in Świnoujście 3. Number of copies: 100 copies 4. Main target group of these materials: job seekers at the border labour market 5. How many language versions were produced: two language versions (Polish and German)</p> <p>1. Title: flyers 2. Main subject of the publication: Information about the conference in Świnoujście 3. Number of copies: 5 thousand copies 4. Main target group of these materials: job seekers at the border labour market 5. How many language versions were produced: two language versions (Polish and German)</p> <p>1. Title: information banner 2. Main subject of the publication: Information about the conference in Świnoujście 3. Number of copies: 2 4. Main target group of these materials: job seekers at the border labour market 5. How many language versions were produced: two language versions (Polish and German)</p> <p>1. Title: "sail" flags 2. Main subject of the publication: Information about the conference in Świnoujście 3. Number of copies: 2. 4. Main target group of these materials: job seekers at the border labour market 5. How many language versions were produced: 1 (Polish)</p>
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		<ol style="list-style-type: none"> 1. Title: Folders for the conference in Police 2. Main subject of the publication: Work and business in Germany. 3. Number of copies: 500. 4. Main target group of these materials: conference participants – people interested in taking up employment and economic activity in Germany. 5. How many language versions were produced: one version of bilingual folders (in two languages: Polish and German) <ol style="list-style-type: none"> 1. Title: Multimedia presentations on DVD 2. Main subject of the publication: Work and business in Germany. 3. Number of copies: 200. 4. Main target group of these materials: conference participants – people interested in taking up employment and economic activity in Germany. 5. How many language versions were produced: in two languages: Polish and German. <ol style="list-style-type: none"> 1. Title: Thematic calendar 2. Main subject of the publication: Information with addresses of German employment services and consulates in Germany. 3. Number of copies: 100. 4. Main target group of these materials: conference participants – people interested in taking up employment and economic activity in Germany. 5. How many language versions were produced: 1 (Polish). <ol style="list-style-type: none"> 1. Title: Conference notebook (Police) 2. Main subject of the publication: - 3. Number of copies: 200 4. Main target group of these materials: conference participants – people interested in taking up employment and economic activity in Germany. 5. How many language versions were produced: not applicable <ol style="list-style-type: none"> 1. Title: Printing materials (presentations) for the conference 2. Main subject of the publication: Work and business in Germany.
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		<p>3. Number of copies: 200.</p> <p>4. Main target group of these materials: conference participants – people interested in taking up employment and economic activity in Germany.</p> <p>5. How many language versions were produced: in two languages: Polish and German.</p>
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<p><u>2.1 Mobility packages for unemployed and jobseekers from cross-border regions</u> <i>EURES Odra-Oder</i> Order to prepare leaflets about living and working conditions, business opportunities in Germany in the border region</p> <p>Participation of EURES staff in events organised by the German side, including at the consultation point.</p> <p>preparation of an information leaflet for job seekers interested in working in Germany</p>	<p><i>EURES Odra-Oder</i> Employees of VLO in Zielona Góra attended one recruitment meeting out of three that were planned</p>	<p>Action description: <i>EURES Odra-Oder</i> Representatives of the VLO in Zielona Góra took part in a recruitment meeting organised by the Federal Employment Agency in Frankfurt an der Oder.</p> <p>PLO in Słubice produced an information leaflet for Polish unemployed and job seekers interested in working in Germany.</p> <p>PLO in Żagań organised a consultation point in Żagań and Szprotawa. Polish-German consultations were aimed at the unemployed, job seekers from Żagań Poviát and students.</p> <p>The unemployed and job seekers were offered advisory and information services in the field of mobility in the German labour market. <i>Action financed from VLOs own funds.</i></p> <p>Preparation of leaflets about living and working conditions and business opportunities in Germany. They have been made available to those interested in taking a job or starting a business in Germany, and also transferred to other labour offices involved in cross-border activities.</p> <p>Results/outcomes achieved: <i>EURES Odra-Oder</i> Number of contacts with clients from Poland: 160 (<i>result achieved, in part, with VLO own funds</i>); Number of handouts: (flyer) 1 thousand copies ; publication - 1, circulation - 4 000 copies); Number of people employed on the German side: 4.</p>
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		<p>Job interviews conducted for the HSB company (hotel industry). Four people out of 11 candidates have been employed. Participants in consultation meetings received information on seeking and taking up work in Germany, recognition of professional qualifications, vocational training in Germany.</p> <p><i>EURES Odra-Oder</i> Unemployed and job seekers interested in working in Germany including: 1. The EEA countries taking part in the action: Germany, Poland 2. Organisations home and abroad taking part in the action: Polish and German PES, representative of the German employer.</p> <p>Type of event: recruitment meeting, consultation point</p> <p>Place and date of the event: <i>EURES Odra-Oder</i> Frankfurt (Oder), 10.01.2013; Żagań, 13.02.2013, Szprotawa, 10.04.2013,</p> <p>Description of the event participants: <i>EURES Odra-Oder</i> 1. Number of participants: Frankfurt-16, Żagań – 41, Szprotawa – 36 2. Countries and organisations of participants: PES Germany and Poland, the unemployed and job seekers from Poland 3. Outcome of the event: finding employment by job seekers, expanding customers' knowledge on current job vacancies in Germany, EURES services, the German labour market, the recognition of professional qualifications and vocational training in Germany.</p> <p>Written outputs and information/dissemination materials: <i>EURES Odra-Oder</i> 1. Title: Ways and means to seek employment in Germany by Polish unemployed and job seekers. 2. Main subject of the publication: as above 3. Number of copies: 1 thousand copies 4. Main target group of these materials: unemployed and job seekers from Stubice powiat. 5. How many language versions were produced: 1 (Polish)</p>
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		<ol style="list-style-type: none">1. Title: "How to live and earn in Germany".2. Main subject of the publication: conditions of living, working and doing business in Germany.3. Number of copies: 4 thousand copies4. Main target group of these materials: Unemployed and job seekers in the cross-border area who take into account the possibility of employment or doing business in Germany.5. How many language versions were produced: 1.
<p><u>3.1 Cross-border European Job Fair</u></p> <p><i>EURES Odra-Oder</i></p> <p>Implementation of the 3rd edition of the Cross-Border Job Fair and Cross-Border European Job Fair. Plans to commission an advertising in the media, and to prepare information materials</p> <p><i>EURES-Dunajec</i></p> <p>Co-organization of the International Education and Job Fair <i>EURES-Dunajec</i>.</p> <p><i>EURES Biały Las</i></p> <p>Organisation of Cross-Border</p>		<p>Action description: Action description: <i>EURES Odra-Oder</i></p> <p>Organisation of International Cross-Border Job Fair in Świnoujście with Polish and German employers. Action was aimed at people planning to take up employment in border area of Germany and Poland. During the fair, the employers presented offers of employment from the border area. Employers had vacancies in the following industries: hospitality, tourism, catering, construction industry, transport, shipbuilding, banking, medical and office industry.</p> <p>Organisation of Polish-German Job Fair in Police. Presented jobs came from the construction industry, care, transportation, medical, repair, tourism and agriculture.</p> <p><i>EURES Dunajec</i></p> <p>Co-organisation, in collaboration with the Centre for Youth Education and Work of the VLC in Nowy Sącz, of Cross-Border Education and Job Fair. During the Fair, the staff provided updated information on EURES services on the Polish-Slovak labour market, job offers with Slovak and Polish employers, practices and volunteering, conducting business activity. The event promoted services of the information point on border labour market in Slovakia, which is located in Nowy Sącz.</p> <p><i>EURES Biały Las</i></p> <p>Organisation of 3rd Cross-Border Job Fair "Let's meet in the labour market" with</p>

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<p>Job Fair.</p> <p>Planned commission of preparing posters and advertisements in the media and on advertising pillars.</p>	<p>Posters were made with own funds of PLO in Suwałki</p>	<p>EURES advisers from Lithuania, representatives of the Job Fair in Alytus, employers in border regions and institutions working in the area of mobility. In addition, the Job Fair was attended by EURES adviser from Ireland and interviews for seasonal work in the UK were conducted. Jobs were available in the following industries: hospitality industry - catering, cleaning services, construction, manufacturing, metal, poultry, insurance and financial services, automotive, defence and in occupations: elderly carer, sales representative, CNC operator.</p> <p>Dissemination of information on living and working conditions in Lithuania, and conditions for doing business, provision of information about job opportunities abroad, including information on living and working conditions in the border region. Advertising in media, on advertising pillars, web portals.</p> <p>Results/outcomes achieved:</p> <p><i>EURES Odra-Oder</i></p> <p>Number of European job fairs: 2, Number of visitors: ca. two thousand; Number of exhibitors (German employers): 100; Number of persons who began work in Germany: 30</p> <p><i>EURES Dunajec</i></p> <p>Number of international job fairs: 1, Number of visitors: 600, Number of exhibitors - 23</p> <p><i>EURES Biały Las</i></p> <p>Number of visitors-600, Number of exhibitors - 33, Number of presentations - 3; Number of press releases - 9, Number of radio advertising - 2 (80 spots), Number of TV advertisements - 1 (1 broadcast); Number of posters on advertising pillars – 130.</p> <p>Target groups the action reached: Job seekers and employers in the border areas of Poland, Germany, Slovakia and Lithuania.</p> <p>including:</p> <p>1. The EEA countries taking part in the action: Germany, Slovakia, Lithuania</p> <p>2. Organisations home and abroad taking part in the action: Polish, German, Lithuanian employers, employment agencies, NLI, Vocational Training Centre, Local Volunteer Centre, the Family Welfare Centre, Local Volunteer Centre, Polish</p>
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		<p>Entrepreneurs Foundation, City Hospital in Świnoujście, Polish and German PES from the border area, SII, Tax Office, Slovak PES, Centre for Education and Youth Work VLC in Nowy Sącz, Nowy Sącz Business Incubator, State Higher Vocational School in Nowy Sącz, representatives of the Job Fair in Alytus.</p>
		<p>Type of event: International Job Fair, Cross-Border Education and job Fair</p>
		<p>Place and date of the event: Świnoujście, 6.03.2013; Police, 19.04.2013; Nowy Sącz, 07.05.2013; Suwałki, 17.05. 2013</p>
		<p>Description of the event participants: <i>EURES Odra-Oder, EURES Dunajec, EURES Biały Las</i></p> <p>1. Number of participants: ca. 3 thousand</p> <p>2. Countries and organisations of participants: Poland, Germany, Slovakia, Lithuania</p> <p>3. Outcome of the event: taking employment by EURES clients, providing access to current vacancies, increasing participants' knowledge on the EURES services, practices, and volunteering in the country and abroad, enabling meeting with a professional counsellor and taking advantage of the consultation on business.</p>
		<p>Written outputs and information/dissemination materials: <i>EURES Odra-Oder</i></p> <p>1. Title: posters</p> <p>2. Main subject of the publication: information about the organised event</p> <p>3. Number of copies: 100</p> <p>4. Main target group of these materials: people seeking employment in the Polish and German border area</p> <p>5. How many language versions were produced: two language versions (Polish and German)</p> <p>1. Title: flyers</p> <p>2. Main subject of the publication: information about the organised event</p> <p>3. Number of copies: 10 thousand</p> <p>4. Main target group of these materials: people seeking employment in the Polish and German border area</p> <p>5. How many language versions were produced: two language versions (Polish and German)</p>

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		<p>1. Title: information banner 2. Main subject of the publication: information about the organised event 3. Number of copies: 3 copies 4. Main target group of these materials: people seeking employment in the Polish and German border area 5. How many language versions were produced: two language versions (Polish and German)</p> <p>1. Title: "sail" flags 2. Main subject of the publication: information about the organised event 3. Number of copies: 2 4. Main target group of these materials: people seeking employment in the Polish and German border area 5. How many language versions were produced: 1 (Polish)</p> <p>1. Title: notepads 2. Main subject of the publication: - 3. Number of copies: 500 4. Main target group of these materials: people seeking employment in the Polish and German border area 5. How many language versions were produced: 1 (Polish)</p> <p>1. Title: Information posters 2. Main subject of the publication: Polish-German Job Fair in Police 3. Number of copies: 150. 4. Main target group of these materials: Unemployed and people interested in taking up employment in Germany, mainly living in border areas. 5. How many language versions were produced: 1 (Polish).</p> <p>1. Title: Information leaflets 2. Main subject of the publication: Polish-German Job Fair in Police 3. Number of copies: 3 thousand 4. Main target group of these materials: Unemployed and people interested in taking</p>
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		<p>up employment in Germany, mainly living in border areas.</p> <p>5. How many language versions were produced: 1 (Polish).</p> <p>1. Title: Exterior PCV Banner – 2 pcs 2. Main subject of the publication: Polish-German Job Fair in Police 3. Number of copies: 2. 4. Main target group of these materials: Unemployed and people interested in taking up employment in Germany, mainly living in border areas. 5. How many language versions were produced: 1 (Polish).</p> <p>1. Title: Exhibitors catalogue (publication related to the theme of the fair) 2. Main subject of the publication: Polish-German Job Fair in Police 3. Number of copies: 500. 4. Main target group of these materials: People interested in taking up employment in Germany, mainly living in border areas. 5. How many language versions were produced: 1 (Polish)</p> <p>1. Title: Logotype of Polish-German Job Fair. 2. Main subject of the publication: Polish-German Job Fair in Police 3. Number of copies: 1. 4. Main target group of these materials: People interested in taking up employment in Germany, mainly living in border areas. 5. How many language versions were produced: One version of the logo with the use of two languages Polish and German.</p>
<p><u>4.1. European (cross-border) employment placement for foreign employers</u></p> <p><i>EURES Odra-Oder</i></p> <p>Organization of a series of</p>		<p>Action description: <i>EURES Odra-Oder</i> Ongoing provision of International matching and placement services for German employers interested in recruitment of employees from Poland. <i>Action financed from VLO own funds.</i></p> <p>The PLO in Gryfin and PLO in Chojna organised a series of meetings on the German labour market, living and working conditions in Germany, social security, and application documents. The meetings were designed to raise awareness of Polish unemployed and job seekers from Gryfino powiat on the opportunities and risks of taking up a job in the</p>

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<p>meetings on foreign job offers, working and living conditions in the border region.</p> <p>There are plans to print information posters.</p>	<p>The posters were made using own funds.</p>	<p>border region of Germany. Presentation of information about the possibility of setting up business in Germany and the requirements that must be met in order to register a business. The meetings were attended by Polish and German employers representing the following industries: catering, hospitality and caring, trade and transport. During the meeting, people could familiarize themselves with the current national (regional) and international jobs in a given profession/industry. Participants also had the opportunity to submit application documents directly with potential employers and obtain information about the specificity of cross-border labour market on the German side (working conditions, required application documents, additional requirements), etc. The meetings were open to the public – attended by people registered as unemployed/job seekers (clients of PLO in Gryfino and its branch office in Chojna), as well as people interested in taking up employment in a particular profession, whether it is on the German side, or in Poland.</p> <p>Before each meeting, the posters informed about the subject, date and place of the meeting; translation service was also provided.</p> <p>Results/outcomes achieved: <i>EURES Odra-Oder</i> Ongoing provision of European employment placement services for German employers interested in recruitment of employees from Poland.</p> <p><i>Action financed from VLO own funds.</i></p> <p>Meetings expanded knowledge of Polish unemployed and job seekers in the Gryfino poviat on the opportunities and risks of taking up a job in the border region of Germany, the principles of setting up business in Germany, the specificity of the cross-border labour market on the German side (conditions of employment, required application documents, additional requirements). Promotion of current domestic and international job offers. Allowing the unemployed and job seekers to submit application documents directly to potential employers.</p> <p>Target groups the action reached: <i>EURES Odra-Oder</i></p>
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		<p>Unemployed and job seekers in cross-border region Poland-Germany including: 1. The EEA countries taking part in the action: Germany, Poland 2. Organisations from Poland and abroad participating in the action or reached through the action: Polish and German employers from the border region</p>
		<p>Type of event: <i>EURES Odra-Oder</i> Meetings in the EURES Information Desk, Polish-German industry meetings</p>
		<p>Place and date of the event: <i>EURES Odra-Oder</i> Gryfino, 12.06.2012, 22.08.2012, 22.04.2013, 21-22.05. 2013; Chojna:7.09.2012,12.11.2012, 14.01.2013, 1.03.2013, 06.05. 2013</p>
		<p>Description of the event participants: <i>EURES Odra-Oder</i> Information Point 1. Number of participants: 54 persons 2. Countries and organisations of participants: Poland (Polish unemployed and job seekers from Gryfino powiat) 3. Outcome of the event: Increasing knowledge of the unemployed and job seekers about taking up employment in Germany, possibilities and requirements for setting up own business on the German side. Provision of assistance in preparation of application documents.</p> <p>Industry meetings 1. Number of participants: 194 persons 2. Countries and organisations of participants: Poland (Polish unemployed and job seekers from Gryfino powiat) 3. Outcome of the event: assistance in establishing contacts with the Polish and German employers by unemployed and job seekers.</p>
		<p>Written outputs and information/dissemination materials:</p>

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		<p><i>EURES Odra-Oder</i></p> <ol style="list-style-type: none"> Title: Posters for industry meetings Main subject of the publication: promotion of occupational activity, taking employment in the following industries: transport, catering, caring and commerce Number of copies: 150 Main target group of these materials: unemployed and job seekers in Gryfino powiat How many language versions were produced - 1 (Polish)
<p><u>4.2 Job Fairs for employers from Germany</u></p> <p><i>EURES Odra-Oder</i></p> <p>Organization of job fair for employers from the border area of Germany.</p> <p>Advertisement in local media.</p> <p>Launching of EURES information point in PLO in Gryfino and its branch in Chojna. Action implemented with VLO own funds</p>	<p>Six job fairs were organised out of the total eight planned, due to the deadline for the receipt of funds for the organization of events</p>	<p>Action description: <i>EURES Odra-Oder</i> PLO in Świnoujście organised job fairs for employers from the border area of Germany. Fairs were addressed to Polish nationals wishing to take up employment with employers in Germany. Participants had the opportunity to familiarize themselves with the current situation on the German regional labour market, job vacancies and the formalities to be completed in order to be able to work in Germany. Application documents were accepted from people who had expressed an interest in receiving job offers by e-mail.</p> <p>Results/outcomes achieved: <i>EURES Odra-Oder</i> Number of job fairs for employers from Germany: 6 Number of participants: ca. 200, of which 130 persons received a job offer</p> <p>Target groups the action reached: <i>EURES Odra-Oder</i> People seeking employment in Germany including: 1. The EEA countries taking part in the action: Germany 2. Organisations home and abroad taking part in the action: Agentur für Arbeit Greifswald</p> <p>Type of event: Job Fair</p> <p>Place and date of the event: <i>EURES Odra-Oder</i> Świnoujście, 10.01. 2013; 7.02. 2013; 6.03.2013; 11.04.2013; 8.05.2013; 23.05.2013</p> <p>Description of the event participants: <i>EURES Odra-Oder</i></p>

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		<ol style="list-style-type: none">1. Number of participants: ca. 2002. Countries and organisations of participants: Poland3. Outcome of the event: 130 people received a job offer, access to job offers.
		<p>Written outputs and information/dissemination materials: <i>EURES Odra-Oder</i></p> <ol style="list-style-type: none">1. Title: information banner2. Main subject of the publication: information about the organised event3. Number of copies: 3 copies4. Main target group of these materials: persons living or staying in the local market who are looking for a job in Germany5. How many language versions were produced: 1 (Polish). <p>1. Tytuł: roll up banner</p> <ol style="list-style-type: none">2. Main subject of the publication: information about the organised event3. Number of copies: 14. Main target group of these materials: persons living or staying in the local market who are looking for a job in Germany5. How many language versions were produced: 1 (Polish). <p>1. Tytuł: notepads</p> <ol style="list-style-type: none">2. Main subject of the publication: -3. Number of copies: 3004. Main target group of these materials: participants in job fairs5. How many language versions were produced: 1 (Polish).

Under guideline No. 5 – Functioning of the EURES network

1.1. Training for PLO and		<p>Action description: <i>EURES Odra-Oder</i> VLO in Szczecin organised training on: "Recruiting and hiring employees under the</p>
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<p>VLO employees who are EURES staff from cross-border regions</p> <p><i>EURES Odra-Oder</i></p> <p>Due to the different specifics of recruitment in partner regions, there are plans to provide training for Polish EURES staff on: "Recruiting and hiring employees under the provisions of the German labour market"</p>		<p>provisions of the German labour market" for EURES staff involved in cross-border cooperation in the framework of the EURES Odra-Oder Initiative. The training was conducted by employees of the German PES (Greifswald Employment Agency, Employment Agency ZAV Personalservice Rostock, Head Office of the Federal Employment Agency Nuremberg, Pasewalk Employment Agency). The participants learned about the problems of the labour market and demographic development in Germany, ways to apply for a job, online tools used in employment placement in Germany. Discussions concerned the activities of Vocational Information Centre, a new organization of German labour offices and training project called "Head works".</p> <p>Results/outcomes achieved: Number of trainings: 1 Number of trained employees: 7</p> <p>Target groups the action reached: EURES staff from Poland from EURES Odra-Oder region 1. The EEA countries taking part in the action: Germany 2. Organisations from Poland and abroad participating in the action or reached through the action: German PES</p> <p>Type of event: training</p> <p>Place and date of the event: Szczecin, 25-26.04.2013</p> <p>Description of the event participants: 1. Number of participants: 7 2. Countries and organisations of participants: PES from Poland from EURES Odra-Oder region 3. Outcome of the event: increasing the knowledge of participants on the issues of labour market and demographic development in Germany, ways to apply for a job online, tools used in employment placement in Germany.</p>
<p><u>10.1. Participation of MLSP representatives in strategic meetings for the implementation of the cross-border initiative</u></p>	<p>Representative of the MLSP did not take part in the meetings of the Steering Committee of EURES Odra-Oder due to the lack of organization of meetings</p>	<p>Action description: not implemented</p>

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<p><u>EURES Odra-Oder</u></p> <p>Participation of MLSP representatives in strategic meetings for the implementation of the cross-border initiative EURES Odra-Oder</p>	<p>by the German side during the reporting period. Meetings of working groups of the Initiative were held with the participation of VLO in Szczecin and Zielona Góra (implemented from VLOs own resources).</p>	
<p><u>10.2. Participation of MLSP representatives in the meetings of the Steering Committees, Working Groups and other meetings of partners of EURES-T Beskydy and EURES TriRegio</u></p> <p>Participation of MLSP representatives in the meetings of the Steering Committees, Working Groups and other meetings of partners of EURES-T Beskydy and EURES TriRegio</p>	<p>Representative of the MLSP did not take part in the meetings of the Steering Committee (SC) of EURES Tri-Regio due to the location of meetings and their duration (2-3 hours with approximately 2-day business trip abroad) and due to other tasks performed during SC meetings. Activities were consulted by e-mail and telephone.</p>	<p>Action description: Representative of the MLSP took part in three meetings of the Steering Committee of EURES-T Beskydy, which discussed EURES activities in the border region in 2012/2013 and future actions to reform EURES after 2014</p> <p>Results/outcomes achieved: Update of information on cross-border labour market, effects of the initiative EURES T Beskydy, and preparation of partner institutions of the Partnership and their structures for the new programming period after 2014</p> <p>Target groups the action reached: Members of the Steering Committee of the EURES-T Beskydy</p> <p>including:</p> <p>1. The EEA countries taking part in the action: Poland, Czech Republic, Slovakia 2. Organisations from Poland and abroad participating in the action or reached through the action: PES from Czech Republic, Slovakia and Polish</p> <p>Type of event: meetings of the Steering Committee of EURES-T Beskydy</p> <p>Place and date of the event: Slovakia, Oscadnica, 3-4.10.2012, Poland, Milówka, 14.02.2013, Czech Republic, Frydek-Mistek, 21-22.05.2013.</p> <p>Description of the event participants:</p> <p>1. Number of participants: 15 (at each meeting) 2. Countries and organisations of participants: Poland, Czech Republic, Slovakia 3. Outcome of the event: ensuring updated of information on cross-border labour market, effects of the initiative EURES T <i>Beskydy</i>, and preparation of partner institutions of the Partnership and their structures for the new programming period after 2014</p>

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

If yes, please describe it

The project has a transnational character. Actions such as: job fairs, information days were attended by foreign representatives of the EURES network from virtually all EU/EEA countries. Examples include:

- Job and Mobility Information Fairs in Dolnośląskie Voivodeship,
- 4th International Job Fair in Toruń, which carried out two recruitments for employers in Germany (construction and industry) and Norway (construction sector)
- International Job Fair in Lublin,
- European Job and Information Fair in Radom,
- 6th European Job Fair WorkExpo in Rzeszów, attended by 63 exhibitors who presented about 500 job offers,
- European Job Fair in Białystok,
- International, Pomerania, Metropolitan Job, Entrepreneurship and Education Fair in Gdańsk, attended by the German Red Cross looking for qualified nurses and foreign temporary employment agencies in Norway (looking for workers in the construction industry, mechanics, cleaners and landscape architects,
- European Job Day in Gdańsk
- European Enterprise, Employment and Education Fair in Katowice,
- Week of Solidarity of Generations in Warmia and Mazury and European Job Fair, during which participants were able to take advantage of 165 job offers from 17 countries in the EU/EEA for nearly 910 vacancies
- European Job Days in Poznań.

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. Participation in such events was to inform people visiting the fair about the situation on the domestic labour market, opportunities to seek employment in Poland, promoting job offers of Polish employers.

A particularly noteworthy project was the continuation of cooperation with foreign employers and institutions aimed at allowing Polish students to undergo apprenticeship abroad in the hospitality industry. Polish youth took six weeks of apprenticeship in Austria.

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Another example of the operation of an international character is recruiting for foreign employers involving EURES advisers. new methods of cooperation in recruitment were developed: conducting interviews via a videoconference.

Organisation of a series of seminars on "Safe departures to work abroad."

Cross-border cooperation 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.

Cross-border cooperation in the framework of the Odra-Oder initiative is one of the most important elements determining the quality of the activities of the EURES network in Lubuskie Voivodeship and in Brandenburg. The partners in the activities were the German labour offices in Eberswalde, Cottbus, Berlin, Frankfurt (Oder). The projects were based on close cooperation with partners on both sides of the border and allowed the strengthening of cooperation between Polish and German labour offices and other institutions.

The partners in the framework of the cross-border initiative Dunajec for Małopolska region were the representatives of Labour Offices for Social and Family Affairs in Kezmarok - implementing the Slovak EURES grant, as well as representatives of the Labour Offices for Social and Family Affairs and Family in Stara Lubowia, Poprad, Bardejov and Stropkov.

The scope of transnational dimension consisted in international co-operation in the implementation of activities, exchange of information, good practices and highlighting new ideas and innovative solutions and measures to improve activities. Transnational dimension of activities was also conducive to the strengthening of contacts between participants and establishing co-operation. New methods of cooperation in recruitment and in evaluation of actions taken were developed. All parties involved acquired the experience of intercultural cooperation.

4. Where there any partners and/or stakeholders involved in your project? Yes/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 indicated in point 2 of the report include powiat and voivodeship labour offices, employers affiliated in employers' organizations such as the Economic Chamber of Salzburg and Bregenz and the Austrian employers from the hospitality industry affiliated in the chambers, employers from EU/EEA countries, the Chamber of Commerce of Nachod, Kujawsko-Pomorskie Voivodeship Chamber of Crafts and Entrepreneurship in Bydgoszcz, the Chamber of Commerce and Industry of Kujawsko-Pomorskie Voivodeship in Bydgoszcz, Polish employers and employers' associations, representatives of public employment services of the country and from abroad, EURES advisers from EU/EEA countries, representatives of EU networks – Europass, Eurodesks, Europa Direct, Solvit, the European Commission, Information and Career Planning Centres, the Centre for Education and Youth Work in Torun, Catering and Hotel School Complex in Toruń, Employment Agency Point and Youth Career Centre in Chełmno, Voluntary Labour Corps, National Labour Inspectorate,

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Academic Career Offices, representatives of the Tax Chamber in Łódź, 1st Branch Office of SII in Łódź and the National Labour Inspectorate in Łódź, Department of National Health Fund in Łódź, the Marshal Office of the Małopolskie Voivodeship, members of the Małopolska Partnership for Lifelong Learning, the Labour Office for Social and Family Affairs in Kezmarok, Małopolska Institute of Culture, Social Insurance Institution, National Convention Employment Agencies, Regional Labour Inspectorate, University of Finance and Management in Białystok, Centre for Continuing Education in Białystok District Labour Inspectorate, Department of Prevention of the Voivodeship Police Headquarters, Tax Office, Regional Development Agency, Vocational Improvement Enterprises, Gmina Office in Kościerzyna, Pomeranian Association of Village Administrators, Marshal's Office of Pomorskie Voivodeship, representatives of the Morena Association, Institute for Market Economics in Gdańsk, European Information Point, House for Polish-German Cooperation, educational institutions: public and private universities, Gmina Information Centres, Academic Career Offices.

Partners co-organised the events, provided expert support (promotion of job offers during trade fairs and recruitment, consultations on fair stands, participating in recruitment interviews, provided job-related input, conducted presentation, co-organised workshops, thematic stands), ensured conduct of recruitment for the employers, and technical and logistics support for the events (securing technical conditions, technical assistance in information meetings, conferences, interviews) and also supported promotion and information activities 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?

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:**

- 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 is made available to the unemployed and jobseekers.

6. Are these actions (or related new actions) continuing after European Union's financial support has come to an end? Yes/No

Voivodeship Labour Offices confirmed that EURES actions - especially those having the character of employment placement or advice and not requiring special funding - would continue without the financial support of the European Commission. These actions are standard services of VLOs and PLOs and are

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anchored in Polish law. Activities will still focus on giving the unemployed and job seekers assistance in obtaining suitable employment in accordance with the law on the free movement of workers within the European Union, and support employers in recruiting staff with required professional qualifications. These include:

- promotion of EURES services (e.g. through participation in various events organised by partners, information on EURES through tools, such as web pages, recognition of EURES in VLO/PLO publications, etc.)
- information on EURES services (by phone, mail, through handouts)
- European employment placement,
- consulting and agency services for the unemployed and people looking for work abroad: implementation of meetings, workshops and training on working abroad, the EURES network, the opportunities offered by the European labour markets, safe working abroad and participating in local job fairs.
- cooperation with stakeholders in the labour market, especially with EUROPASS, ACOs, VLCs, police, labour inspection.

We will continue working with employers, with whom we have developed the principles of cooperation.

However, a small part of VLOs expressed the opinion that EURES activities are carried out thanks to the EU funds and at the end of the financing it will be impossible to implement them.

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?

There is still little interest in EURES services from Polish employers. The research of one VLO shows that over 38% do not want any cooperation with regard to EURES services or receiving any information related to the activities of the network. Many employers have never heard of EURES. It is necessary to intensify information on EURES services (e.g. in newspapers, online) for Polish employers who often become aware of the availability of international recruitment services for the first time. Information packages (advisory services) for employers who are interested in hiring workers from abroad, allow for better diagnosis of the employer's own needs and opportunities of hiring such persons.

On the basis of implemented activities, it was found that participation in international events at home and abroad, such as job fairs and recruitment days, offers the possibility of acquiring new and maintaining old contacts with advisors from the EU/EEA. This results, *inter alia*, in raising more job offers, involving consultants from abroad in International Job Fairs and intensification of cooperation. In addition, a good practice is to combine participation in international job fairs with previously agreed meetings with employers interested in recruiting workers from Poland. Successful co-operation in recruiting means that a

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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.

It is increasingly difficult, due to the economic crisis, to invite foreign employers to participate in job fairs. Due to internal regulations and changes in national labour markets, including the crisis and market saturation with Polish workers, EURES advisers from different countries refuse to participate in fairs and seminars, e.g. for students, because they have a surplus of young people out of work in the local labour market, who are their first and foremost concern.

It is worth to disseminate information about EURES and services provided by VLOs to various target groups through the mass media. Information about what is EURES, the type of assistance provided to those seeking employment abroad by the office and how to effectively and safely seek employment abroad, as well as what formalities should be completed when taking employment abroad; these are all very important tasks and should be implemented even after financing activities end or, as was the case in this financial year, in conjunction with another activity, the implementation of which contributed to achieving the objective of disseminating information on EURES services.

It is worth to promote the EURES portal, as this is the best resource of knowledge on foreign labour markets and the largest database of jobs online. Participation in job fairs organised by other agencies is beneficial because of its ability to disseminate information on EURES and establishing relationships with EURES staff from abroad.

It is advantageous to work with labour market stakeholders (e.g. career offices or gmina information centres), because they are institutions that are willing to engage in co-operation and assistance in implementing the activities 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). Co-operation with other EU networks makes the EURES offer more comprehensive and attractive, and is also an opportunity for VLOs employees to familiarise themselves with the actions of other networks and to inform people seeking employment or information where to find the necessary data.

Cross-border activities allowed to make contact with experts from the German and Polish labour markets. The most important lessons learned from the implementation of the activities include:

- increased knowledge among the participants of the mobility on the European labour market and on the services of the EURES network,
- young people have been shown an alternative, which is participation in volunteering in Europe, or vocational training in Germany,
- participants in meetings could learn how to account for income derived from working abroad, in particular from working in Germany,
- unemployed and job seekers have acquired knowledge on doing business in Germany, and the demand that exists in the German labour market – they have been shown foreign EURES jobs from Germany as well as information on how to look for a job in Germany,
- meetings made it possible to provide information about the procedures that allow confirmation of employment and insurance periods completed in the EU and laws governing health and social insurance.

An important element is the strengthening of cooperation between PLOs and VLOs employees in the framework of organised trainings. Trainings not only

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increase expertise of PES employees, but also improve work through personal contacts.

8. Did you carry out any evaluation of the action performed? Internal evaluations - Yes / External evaluations - Yes. If yes, please outline the key findings and conclusions of such evaluation.

The actions were subject to internal evaluation. To summarize completed projects, trainings, meetings and paid apprenticeships, we used assessment questionnaires or technical reports summarizing the activities. 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 activities in the future (examples of best practices are in point 9).

In summary, the surveys show that the activities were useful for the majority (over 90%) of respondents. Also the employers, in connection with their participation in job fairs, assessed the process of organizing trade fairs, technical support and meeting their expectations for the recruitment goals as good. Employers declared their willingness to continue cooperation with EURES in the future and would recommend cooperation with PES to other employers. For example, the analysis of the evaluation meetings with Austrian employers confirmed the success of the project concerning internships and paid apprenticeship in the hotel sector: most employers are interested in continuing the project in the next season; they pointed to the areas that need to be developed (mainly the linguistic preparation of students participating in the project, the scope of cooperation of all stakeholders in the project and improvement of the formalities in this connection).

The interviews conducted among participants show that customers are interested in knowing the employment opportunities abroad, as well as information on living and working conditions in some EEA countries. Such information should be obtained directly from the representative of a country or from EURES advisers who have with large knowledge of labour law and life in the EU/EEA countries. The customers want information on job search abroad to prepare for a meeting with the employer and it is very important to them that they have the opportunity of direct contact with an adviser or employer from the EEA. Some people who do not know the language expressed dissatisfaction that they would not be able to use websites of foreign labour offices and the EURES portal.

Information channels that inform about EURES services to the greatest extent include local labour offices, job websites providing information on local events, including social media, radio stations and local press. To the lowest extent - advertising on wall screens. At the same time there is a high demand for organisation of EURES events in the afternoons and on holidays. In connection with limited possibilities of travel to voivodeship capitals, where EURES advisers are located, it is expected that events/services will be implemented outside offices.

Few employers are aware of the possibilities of using modern communication channels, such as video-conferencing, available through EURES. Analysis of surveys shows that this type of medium meets the expectations of 98% of employers. This is associated with a lot of time saving, it is easy to organise and at the same time enables direct contact with the advisor/employer. Also the chat with the moderator, organised on a nation-wide portal Onet SA, aroused great interest among the participants and moderators of the portal. With the dissemination of information on EURES, we managed to make contact with people that support the portal, who are interested in further cooperation in the implementation of other activities.

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Recruitments enjoy unflagging interest among EURES customers. The most popular are recruitments for positions that do not require specific qualifications or jobs without knowing the language. For employers, the biggest hurdle is still a lack of coherence between those who have submitted documents, people present at the interviews, and those which in fact may be offered employment. Employers also point to the lack of consistency between the stated level of knowledge of the language and the actual level. However, the organization of recruitment is one of the most important EURES services as employees who were not able to maintain employment for a longer period return to continue to use EURES services.

9. News/success/best practice

Continuation of the **project of foreign apprenticeship for secondary schools in the hospitality-catering industry (Poland-Austria project)**. Nine schools from Lower Silesia joined the project. On the Austrian side, the activity has been extended beyond the region of Vorarlberg to the Salzburg land. The evaluation conference at the end of the project is very important; the students present the course of their apprenticeships and their individual opinions. Majority of students said they will return to their employers in the coming years as seasonal workers. Much larger scale of the project has shown that one should more closely regulate the responsibilities of each partner in the next stages of the project (in the current year agreements will be signed between VLOs and schools). Due to the growing interest of schools in participation in the project, there are plans to increase the criterion on students' language skills for apprenticeship. The immediate effect of the action is the increased motivation of students to continue learning and to improve the level of knowledge of the German language.

The **information project using videoconferencing** was continued. The project, which initially concerned meetings on living and working conditions in the EEA, has been extended to recruitment reported by EURES in the Netherlands. Recruitment would not be possible without the use of videoconferencing, because the employer did not have time to make a trip to Poland.

Organization of **European Job Fair and Job Fair in Poland** involved staff from other departments of VLO – outside EURES. As a result, PES staff could better understand the activities of EURES network and engage in its activities, and foreign exhibitors had the assistance and support during the event.

A good solution is to **organise multimedia presentations** or show the practical use of the EURES portal, working **directly on the Internet**. Among those looking for work, there is still a large group of people who cannot use the EURES portal. With this, job seekers will also receive information on the functioning of the representatives of the EURES network in other EU/EEA countries.

One should organise **training in workplace** of people who do not implement EURES tasks, as it increases the opportunity for participation of a large number of employees at the agreed time and does not cause disruption of work for PES employees.

A good solution is to **publish articles in regional newspapers** with high circulation, as it increases the area of impact and the chance to reach out with information on the EURES to as many target audiences as possible.

Due to high **popularity of VLOs newsletters** among visitors to the office, it is important to **provide systematic information** on the activities carried out in the framework of the EURES so that, in each quarter, they will contain information on the EURES.

One should **promote EURES activities in the press for employers** because, as experience shows, they are interested in establishing relationships/contacts, which in the future may result in co-operation for recruitment. One should establish and maintain relationships with employers who are looking for employees who know languages other than Polish. They express more interest in cooperation with the EURES staff and are willing to participate in events organised by PES. Communication of the relevant information on labour markets abroad and joint work on detailing job offers makes that employer is fully aware whether he has all the resources and opportunities to hire this person from abroad.

Recruitment should be organised **in Poland**, because employers have the opportunity to meet people applying for a job and make a choice based on direct meetings, discussions, practical verification of qualifications, and job seekers gain detailed information about the offered employment and also have the opportunity to get to know the employer and make an informed decision regarding further co-operation with the employer or EURES adviser.

It is recommended that the organization of trainings should be **assisted by external trainers**, whose knowledge and experience of cooperation with employers should be used in everyday work of EURES advisers.

It is recommended to **organise job fairs and events of international importance in places such as hotels**, because they are better received by visitors due to greater "intimacy", and for exhibitors this is also attractive in terms of proximity (they do not have to move with plenty of luggage).

One should continue to work together and establish new **relationships with career offices, gmina information centres and other institutions of the labour market** as an opportunity to gain access to a wider group of recipients of services, and also one can count on the cooperation in the organization of job fairs and recruitment.

Cooperation with EU networks enhances the range of services and information provided by EURES staff to PES customers. Also in this case, one can count on co-operation in organising job fairs or other information events.

10. Adequate dissemination of findings and lessons is essential in ensuring the EU added value of the action. 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

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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 European employment placement in the framework of EURES network.