

ANNEX VI

FINAL NARRATIVE REPORT

Table of Contents

1.	Description.....	2
2.	Assessment of implementation of Action activities.....	3
2.1.	Executive summary of the Action.....	3
	Indicators of the Specific Objectives:.....	3
2.2.	Results and Activities	4
	Results	4
	Activities:.....	7
2.3.	Sustainability.....	9
2.4.	Cross cutting issues.....	9
2.5.	Monitoring and evaluation	9
2.6.	Lessons learned	10
2.7.	Materials produced.....	10
2.8.	Contracts above 60 000 EUR	12
3.	Beneficiaries/affiliated entities and other Cooperation	12
3.1	Relationship between the Beneficiaries/affiliated entities.....	12
3.2	Continuation of the agreement.....	12
3.3	Relationship with State authorities	12
3.4	Relationship with any other organisations.....	12
3.5	Links and synergies with other actions.....	13
3.6	Previous EU grants.....	13
3.7	Cooperation with the Contracting Authority	14
4.	Visibility.....	14
5.	Location of records, accounting and supporting documents.....	14
6.	List of Annexes	15

List of acronyms used in the report

CSO – civil society organisation
 EU-OSHA – European Agency for Safety and Health at Work
 FoP – Focal Point
 HWC – Healthy Workplaces Campaign
 ESENER – European Survey for New and Emerging Risks

1. Description

- 1.1. Name of Coordinator of the grant contract: . Head of Unit D5, NEAR (WB Regional Cooperation and Programmes), European Commission
- 1.2. Name and title of the Contact person: Project Manager, NET
- 1.3. Name of Beneficiary in the Action: European Agency for Safety and Health at Work (EU-OSHA)
- 1.4. Title of the Action: "Preparatory measures for the participation of Western Balkans (Albania, Bosnia and Herzegovina, Croatia, Former Yugoslav Republic of Macedonia, Montenegro, Serbia, Kosovo under UNSCR 1244/99) and Turkey in the network of the European Agency for Safety and Health at Work"
- 1.5. Contract number: 2015/367-495
- 1.6. Start date and end date of the reporting period: 30/11/2015 – 30/11/2017
- 1.7. Target countries: Albania, Bosnia and Herzegovina, the former Yugoslav Republic of Macedonia, Montenegro, Serbia, Kosovo under (UNSCR 1244/99), Turkey
- 1.8. Final beneficiaries &/or target groups: The target group is the stakeholders dealing with OSH including national governments, social partners, OSH experts, non-governmental organisations, academics and civil society. Activities relating to the provision of good safety and health practice are in particular targeted at workers, managers of enterprises (especially SMEs), and intermediaries (e.g. sector organisations, worker and employers organisations) who take direct action to reduce the risk of ill health and injury to workers.

2. Assessment of implementation of Action activities

2.1. Executive summary of the Action

Throughout the project the occupational safety and health (OSH) authorities of the beneficiary countries developed their capacity to participate effectively in the European network of EU-OSHA.

The European Agency for Safety and Health at Work (EU-OSHA) established a regional network of focal points in the IPA beneficiary countries from the region of Western Balkans and Turkey with the purpose to prepare them for future participation in its network. These Focal Points (following the EU Member States model) are nominated by the relevant national authorities and they are responsible for the organisation and co-ordination of national tri-partite networks.

More than six hundred OSH professionals, representatives of the social partners and the relevant state authorities from the region have participated at trainings, workshops and seminars supported by EU-OSHA (either organised by EU-OSHA or by providing speakers to local and regional events). There has been a significant informational exchange between EU-OSHA and the beneficiary countries and as a result better understanding of the European OSH practices and Social Dialogue. Relevant information and awareness raising materials on various topics were delivered to the beneficiaries.

Indicators of the Specific Objectives:

SO 1.1 "Designated Focal Points in each beneficiary country": 7

Achievement: 6

Comment: EU-OSHA has focal point in each Beneficiary country except Bosnia and Herzegovina (BiH). The national OSH authorities of BiH have been contacted on several occasions in order to nominate a single representative for the federative state to no effect for the duration of the reporting period. As a result it was decided to postpone planned activities in Bosnia for further projects.

SO 1.2 "Number of national awareness raising events organised by the focal points and supported by EU-OSHA within the European OSH Campaign": 12 (2 per country) events

Achievement: 11 national + 2 regional events

Comment: The achievement value relates to the number of events financed by EU-OSHA or supported by speakers from the agency. There is a difference between the target value set in the Logframe and the Key performance indicators table. Since both tables are part of Annex I we refer to the figures given in the key performance indicators table - 12 (2 per country) as more realistic and corresponding to the overall logic of the project and its budget. Two more events were held with the participation of EU-OSHA (speakers) and can be added to the Achievement number – the regional seminar organised by WoW and EZA in Zagreb, Croatia; as well as the regional Safety Gala conference in Athens, Greece.

SO 2 "Participation rate of the beneficiaries in the Focal point meetings of the European OSH network of EU-OSHA as well as other events in Member states": 48 participants

Achievement: 74 participants

Comment: Among these events – 22 participants to 5 Focal point meetings, 16 participants in 4 trainings in Member States, 39 participants in seminar/conference in Member States (Croatia, Malta and Greece).

SO 3.1 "Participation rate in specific training for national OSH authorities": 30 participants

Achievement: 630 participants

Comment: Within these indicator is the number of participants in seminars and trainings within the Beneficiary countries where EU-OSHA had at least one speaker. The number is taken from attendance lists and/or mission reports.

SO 3.2 "Positive feedback from the participants": 90 % overall positive

Achievement level: 88,68 %

Comment: The data is taken from the feedback forms from one event, organised by EU-OSHA and the Serbian Ministry of Labour (2017). Since EU-OSHA was not involved in the technical and financial organisation of the majority of the supported events it doesn't have feedback forms for most of them. The overall impression of the speakers and the feedback from the local participants was very positive for the reporting period.

See Annex 1 Conference reports, Annex 2 Mission reports

2.2. Results and Activities

Results

R1 – "FoP designed in each beneficiary country"

Indicator 1.1 "Official nominations received": 7 (R1)

Achievement: 6

Comment: EU-OSHA re-established contact with the focal points nominated during the previous projects as they already had knowledge and experience. That have been in line with the special Communication regarding the working arrangements between DG EMPL and EU-OSHA with regard to international relations stipulating that no written arrangement between EU-OSHA and third country bodies or international organisations is required. In this regard it was decided to use the model established from previous project – contacting national OSH bodies identified during the previous similar projects for confirmation of their will to work with EU-OSHA or seeking contact with new authorities and asking for a Focal point nomination without signing of new Arrangements. For the duration of the project there have been several changes in the national identified focal points. No focal point for the Federation of Bosnia and Herzegovina has been nominated. The functioning of such network model requires good will and cooperation and is prone to political and personal changes.

R2 – "Social partners invited and attended seminars and meetings in beneficiary countries"

Indicator 1.2 "Social partners from both worker and employer side attending meetings": no target figure (R2)

Achievement: The majority of the supported seminars and workshops were designed for target audience including the social partners; accordingly they were attended by such representatives from each country of the region. One of the few exceptions was the Labour Inspectors symposium – Ohrid, Macedonia; 26/10/2016, planned specially as a regional meeting of senior labour inspectors.

Comment: See Annex Mission reports

R3 – "Beneficiaries participate as observers in national focal point meetings"

Indicator 2.1 "Participation rate of the beneficiaries in the FoP meetings of the European OSH network of EU-OSHA as well as other events in Member State": 48 (R3)

Achievement: 21

Comment: The following factors should be taken into consideration: 1) for the reported period there hasn't been a Focal Point nomination for Bosnia and Herzegovina; 2) although invited Kosovo's representatives don't attend Focal point meetings; 3) due to delayed start of the project, one of the planned annual Focal point meetings was held without the participation of the Western Balkans. It has to be noted that the achievement of this Result is dependent upon the often complex relation between the focal point, the national OSH authority that it is representing and its national network. In most of the cases EU-OSHA does not have control on the nomination for participation coming through the focal point.

That said the foreseen 100 % participation of all the focal points to every Focal point meeting proved to be unrealistic. The achievement is based on the beneficiaries' participation in five Focal point meetings (Bilbao, Spain) for the duration of the project and on the Good Practice Awards ceremony in Malta.

See Comment for R5 below

R4 – "Training seminars held in beneficiary countries"

Indicator 3.1 "Positive feedback from the participants": 90 % overall positive (R4)

Comment: The available mission reports confirm the satisfaction of the final beneficiaries.

The following trainings took place in the beneficiary countries, supported by at least one speaker from EU-OSHA.

- Training on Social Dialogue and Workers participation – Ohrid, Macedonia; 10/06/2016
- Building the capacity of the Labour Inspectorate – Pristina, Kosovo; 14/06/2016
- Training "Empowering Social partners and CSO" – Ohrid, Macedonia; 14/09/2017
- Training "Empowering Social partners and CSO" – Prizren, Kosovo; 05/10/2017
- Training "Empowering Social partners and CSO" – Dures, Albania; 16/11/2017

See Annex Mission reports.

R5 – "Beneficiaries attend workshops in Bilbao or other EU Member states"

Indicator 3.1 "Positive feedback from the participants": 90 % overall positive (R5)

Achievement: confirmed

Comment: The available feedback forms and mission reports confirm the satisfaction of the final beneficiaries.

List of attended events in EU Member States:

- *E-tools workshop – Bilbao, Spain; 21/09/16*
- *Stress at Work seminar (for social partners from Western Balkans) – Zagreb, Croatia; 22/11/2016*
- *OSH E-tools training - OiRA – Zagreb, Croatia; 22/03/2017*
- *Good Practice Awards ceremony – Malta; 26/04/2017*
- *Conference “Safety Gala”- Athens, Greece; 01/06/2017*
- *E-tools workshop – Bilbao, Spain; 26/09/17*
- *Return to work workshop – Brussels, Belgium; 05/10/2017*
- *Focal Point meetings - five attended meetings in Bilbao, Spain*

See Annex 1 Conference reports

R6 – “EU-OSHA materials translated into national languages”

Indicator 3.2 "Translation of material into all national languages": 7 (R6)

Achievement: 5

Comment: *Four translation contracts have been signed with local translators covering five languages – Montenegro, Serbia, Turkey and Macedonia. The Macedonian translator covered Albanian language as well due to the existing Albanian minority in the country and the work of the Focal point with them. It is worth noticing that Albania and Kosovo share the Albanian language. Unfortunately there hasn't been a success in subcontracting an Albanian translator locally. The European translation centre (CDT) was used for additional translation into Albanian language. There was no demand for translation to or from Bosnian.*

See Annex 4 Translations for the reports of the contracted translators.

R7 – “Support Focal Points to hold EU-OSHA campaign events”

Indicator 3.2 "Supported European campaign events": 2 (R7)

Achievement: 2

Comment: *The indicator refers to directly supported events - organised by the Focal Points and supported by EU-OSHA through subcontracted event organising company and speakers from the agency. There have been two such events:*

- *Conference “Social Dialogue and OSH” – Belgrade, Serbia; 13/10/2016*
- *Conference “Healthy Workplaces Good Practice” – Belgrade, Serbia; 16/03/2017*

In addition the following conferences and regional meetings have been supported by speaker from EU-OSHA or its network:

- *8th International OSH Conference – Istanbul, Turkey; 05/05/2016*
- *Regional Labour Inspectors symposium – Ohrid, Macedonia; 26/10/2016*
- *Conference “OSH in Dual education” – Belgrade, Serbia; 25/10/2017*
- *BalkanOSH International conference – Budva, Montenegro; 27/10/2017*

See Annex 1 Conference reports, Annex 2 Mission reports.

Activities:

A1.1 "Seek official nominations from national authorities"

The Focal Point network was restored with the same Focal points as in 2014 and no new official nominations were asked with the exceptions of the Focal Points who were replaced from their respective authorities. Nominated by each government as EU-OSHA's official representative in that country, the focal points are typically the competent national authority for safety and health at work. There have been three unsuccessful attempts to establish contacts with the federation of BiH.

A1.2 "Organise mission to BiH to identify single focal point"

This activity has been abandoned for the duration of the reporting period due to apparent lack of interest from the local OSH authorities – the Federal Ministry of Labour and Social Affairs.

A2.1 "Identify and contact social partners in beneficiary countries"

Following the European model each focal point in the beneficiary countries manages its own tripartite network comprising government bodies and representatives from worker and employer organisations. In addition EU-OSHA has contacted representatives of the social partners from the region through initiatives organised by other international organisations. By presenting the European HWC 2016-2017 to the local social partners, EU-OSHA aimed at increased impact on the final beneficiaries.

A 2.2 "Request focal points to invite social partners to seminars/meetings"

The Focal points have been advised to invite social partners to each event that they organise as well as to pass the information and invitation for events for social partners, organised by EU-OSHA.

A 3.1 "Organise Focal point meetings"

Five Focal point meetings were organised at the premises of the Agency in Bilbao during the reporting period. That was according to the annual plan of EU-OSHA – 3 Focal point meetings annually – in February, May and November. The first Focal point meeting in February 2016 was without representatives of the Western Balkans and Turkey due to delayed start of the project. All in all 18 representatives of the beneficiary countries participated and took part in the accompanying Project Coordination meetings.

A 3.2 "Invite beneficiaries and arrange reimbursements"

Invitations for the Focal point meetings and other relevant events organised by EU-OSHA have been sent to the beneficiaries and their representatives have been reimbursed accordingly. For events organised by the focal points or other parties, the participants have been invited by the organisers. EU-OSHA doesn't arrange reimbursements for such events.

A 4.1 "Identify topics and organise trainings in beneficiary countries"

The identification of topics and the organisation of trainings have been implemented by the national Focal points and coordinated to some extent with EU-OSHA. The Project Manager has been consulted on various topics related to OSH research, cooperation requests, technical issues related to provision of trainings and general demands for OSH information. Whenever deemed in line with the objective of the action such initiatives were supported by provision of speaker. See A 4.2

A 4.2 "Identify and invite experts from EU-OSHA staff or network partners to deliver training"

Experts from EU-OSHA staff and its European network have delivered presentations and trainings during the reporting period. In addition several network partners (focal points from Member States) have been identified as possible experts for delivering trainings on OSH topics within other ongoing EU funded assistance programmes (several TAIEX workshops in Serbia and Montenegro).

A 5.1 "Identify suitable OSH workshops for beneficiaries to attend"

Four OSH workshops organised by EU-OSHA were identified as suitable to the needs of the beneficiaries during the reporting period. E-tools seminar – Bilbao, Spain, 15/09/2016; OiRA training – Zagreb, Croatia, 03/02/2017; Seminar Return to work – Brussels, 05/10/2016; E-tools seminar – Bilbao, Spain; 26/09/2017;

A 5.2 "Invite beneficiaries and arrange reimbursement"

The beneficiaries have been invited to send representative to four OSH workshops organised by EU-OSHA within the reporting period and the participants have been reimbursed accordingly.

A 6.1 "Identify appropriate material for translation based on request of the Focal Point "

The translators have received for translation publications of EU-OSHA chosen by the Focal points according to their current needs. Such materials includes reports and guidelines on specific topics, as well as awareness raising documents. In addition the Project Manager sent awareness raising materials and other relevant publications.

A 6.2 "Contract translators in each beneficiary country"

Four translators have been contracted to translate into the national language of each beneficiary country. According to the plan they should have been five, but there were two unsuccessful consecutive attempts to contract an Albanian translator. Afterwards it has been decided to proceed with only four translators (Serbian, Montenegrin, Macedonian and Turkish) with Macedonian translator covering Albanian language as well. In addition some documents were translated through the European translation centre.

A 6.3 "Prepare and translate press releases to promote ESENER results"

No progress has been made on this activity as it has been postponed more than a year since originally planned (it was planned for 2015, with the results from the survey itself from 2014).

A 6.4 “Translate campaign material into national language”

The campaign materials for the HWC 2016-2017 and HWC 2018-2019 have been translated into the languages of all beneficiaries with the exception of Bosnian.

A 6.5 “Attend national campaign events”

Six national campaign events have been attended and representatives of EU-OSHA contributed as speakers.

For a brief summary of all activities see Annex 6 Implementation summary

2.3. Sustainability

Describe if the Action will continue after the support from the European Union has ended. Are there any follow up activities envisaged? What will ensure the sustainability of the Action?

The positive effect of the Action will remain as well as the established communication channels. However most of the activities will cease as EU-OSHA does not have recourse to keep working with IPA countries on its own. There are no follow up activities envisaged. The sustainability of the Action is ensured through the transferred information and the wide scope of national OSH stakeholders reached. The established communication channels and cooperative practices during previous projects have been restored after more than a year inactivity which is a good sign for the resilience of the network.

2.4. Cross cutting issues

Explain how the Action has mainstreamed cross-cutting issues such as promotion of human rights, gender equality, democracy, good governance, children’s rights and indigenous peoples, environmental sustainability and combating HIV/AIDS

The cross-cutting issues were mainstreamed throughout the duration of the whole project. There was no exclusion from participation in project activities. The environmental sustainability was ensured through minimum printing, optimisation of the travelling and using environmental friendly techniques and materials where applicable.

Some of the activities were specially projected as to include issues like the promotion of human rights and the gender equality, as related directly to the diversity of the risk assessment on the workplace and the work process as a whole. There has been awareness raising activities on the need of adopting the workplace to the worker, taking care of the different needs of young and elder people, more vulnerable groups, workers with special needs etc. The principles of democracy and good governance are inferred in all activities of EU-OSHA including the tripartite cooperation and the importance of the Social dialogue.

2.5. Monitoring and evaluation

How and by whom have the activities been monitored/evaluated? Please summarise the results of the feedback received by participants and others.

The implementation of the project have been monitored internally through meetings with the Management, Unit meetings and presentations, as well as externally through the regular communication and reporting to the EC.

Most of the received feedback is very positive both from the beneficiaries and the participants in the project activities from EU-OSHA and its European Network. The approach of EU-OSHA is well accepted and the Agency is recognised in the beneficiary countries as a leading European organisation in the

OSH field. In general the beneficiaries expressed their demand for increased involvement in the agency – both in terms of financial support for trainings and awareness raising initiatives, as well as in increased participation in the European network.

2.6. Lessons learned

What has your organisation or any actor involved in the Action learned from the Action and how has this learning been utilised and disseminated?

There were several lessons learned during the implementation of the Action that would be used in future planning of similar projects.

Probably the most important is to keep maximum flexibility when working on small scale projects as some delay in the implementation of one of the activities may cause multiplication effect on the implementation of other activities. A major impact on the implementation of the Action is personal changes among the representatives of the beneficiary countries sometimes resulting in temporary lack of management of the national focal point. During the implementation period there have been several personal changes in some of the beneficiary countries leading to suspension of the planned activities or their changing according to the new agenda on national level – Turkey and Albania have been such examples. That risk has been negated to certain extend through trying to keep open communication channels while concentrating on the other beneficiaries.

It is also very important to be able to transfer resources between different budget lines of within the same budget heading without prior approval by the Contracting Authority.

Another lesson learned is to adopt the planned activities to the needs of the beneficiaries where applicable.

2.7. Materials produced

Please list all materials (and number of copies) produced during the Action on whatever format (please enclose a copy of each item, except if you have done so in the past). Please state how the items produced were distributed and to whom.

Macedonian language

The following publication and promotional materials were printed in Macedonia through specific low value service contract (13960 EUR). They have been distributed internally by the focal point to the members of their tri-partite national network and the attendants of conferences, workshops and other awareness raising activities related to the publication theme. Some of the publications have been kept for future use in the library of the focal point organisation.

1. Healthy Workplaces Campaign poster -1000
2. Healthy Workplaces Campaign leaflet - 2000
<https://healthy-workplaces.eu/previous/all-ages-2016/en/campaign-materials>
3. Maintenance in Agriculture - A Safety and Health Guide
<https://osha.europa.eu/en/tools-and-publications/publications/reports/maintenance-in-agriculture-a-safety-and-health-guide/view> - 400
4. Assessment, elimination and substantial reduction of occupational risks
<https://osha.europa.eu/en/tools-and-publications/publications/reports/TEWE09001ENC/view> - 400
5. Report - Skin diseases and dermal exposure: policy and practice overview
https://osha.europa.eu/en/tools-and-publications/publications/reports/TE7007049ENC_skin_diseases/view - 400

6. Report - Protecting workers in hotels, restaurants and catering
https://osha.europa.eu/en/tools-and-publications/publications/reports/TE7007132ENC_horeca/view - 400
7. Report - Prevention of work-related musculoskeletal disorders in practice
<https://osha.europa.eu/en/tools-and-publications/publications/reports/TE7606536ENC/view> - 400
8. Risk Assessment Tool
https://osha.europa.eu/en/tools-and-publications/publications/promotional_material/rat-essentials/view - 400
9. Safety and health at work is everyone's concern - 400
https://osha.europa.eu/en/tools-and-publications/publications/promotional_material/brochure2007/view
10. Risk assessment essentials - 400
https://osha.europa.eu/en/tools-and-publications/publications/promotional_material/rat2007/view

Albanian language:

1. Healthy Workplaces Campaign poster - 500
2. Healthy Workplaces Campaign leaflet - 1000
<https://healthy-workplaces.eu/previous/all-ages-2016/en/campaign-materials>

Serbian language:

The following publication and promotional materials were printed in Serbia through specific low value service contract (13942 EUR). They have been distributed internally by the focal point to the members of their tri-partite national network and the attendants of conferences, workshops and other awareness raising activities related to the publication theme. Some of the publications have been kept for future use in the library of the focal point organisation.

1. Healthy Workplaces Campaign poster 2016-2017 - 1000
2. Healthy Workplaces Campaign leaflet 2016-2017 - 1000
3. Healthy Workplaces Campaign guide 2016-2017 - 500
<https://healthy-workplaces.eu/previous/all-ages-2016/en/campaign-materials>
4. Healthy Workplaces Campaign 2018-2019 Good Practice Awards booklet - 200
5. Healthy Workplaces Campaign 2018-2019 guide - 700
6. Healthy Workplaces Campaign 2018-2019 leaflet -1000
7. Healthy Workplaces Campaign 2018-2019 poster- 1000
<https://healthy-workplaces.eu/en/tools-and-publications/campaign-materials>
8. Non-binding guide to good practice for implementing Directive 2006/25/EC, artificial optical radiation
<https://osha.europa.eu/en/legislation/guidelines/non-binding-guide-to-good-practice-for-implementing-directive-2006-25-ec-201aartificial-optical-radiation2019> - 400
9. Non-binding guide to good practice for implementing Directive 2001/45/EC (Work at height)
https://osha.europa.eu/en/legislation/guidelines/osh_link- 400
10. Guidance for employers on controlling risks from chemicals
<https://osha.europa.eu/en/file/40569/> - 400
11. Guidance for National Labour Inspectors on the interaction of REACH, CAD and CMD
<https://healthy-workplaces.eu/en/tools-and-publications/practical-tools/guidance-national-labour-inspectors-interaction-registration> - 400
12. Practical guidelines for the information and training of workers involved with asbestos removal or maintenance work

<https://osha.europa.eu/en/legislation/guidelines/practical-guidelines-for-the-information-and-training-of-workers-involved-with-asbestos-removal-or-maintenance-work> - 400

13. Non-binding guide to good practice for implementing Directive 1999/92/EC "ATEX"
https://osha.europa.eu/en/legislation/guidelines/Newoshinfo_3618 - 400

See Annex 3 Publications with reports of the contracted printing companies as well as photos of the printed materials.

2.8. Contracts above 60 000 EUR

Please list all contracts (works, supplies, services) above 60 000 EUR awarded for the implementation of the Action since the last interim report if any or during the reporting period, giving for each contract the amount, the award procedure followed and the name of the contractor.

There were no contracts above 60000 EUR signed for the duration of the Action.

3. Beneficiaries/affiliated entities and other Cooperation

3.1 Relationship between the Beneficiaries/affiliated entities

How do you assess the relationship between the Beneficiaries/affiliated entities of this grant contract (i.e. those having signed the mandate for the Coordinator or the affiliated entity statement)?

N/A – there haven't been additional beneficiaries and affiliated bodies under the contract.

3.2 Continuation of the agreement

Is the above agreement between the signatories to the grant contract to continue? If so, how? If not, why?

N/A

3.3 Relationship with State authorities

How would you assess the relationship between your organisation and State authorities in the Action countries? How has this relationship affected the Action?

Overall the relationship with the state authorities have been positive. The European network of EU-OSHA is based on working with representatives from the national Occupational Health and Safety authorities throughout Europe and that was a good model when establishing the network on the Western Balkans and Turkey. In one of the countries – Macedonia the focal point is outside of the state authority but it has been appointed as such by the relevant ministry.

3.4 Relationship with any other organisations

Where applicable, describe your relationship with any other organisations involved in implementing the Action:

- Contractor(s)

For the duration of the contract there have been four local contractors for provision of translation service and two local contractors for provision of printing services.

In regard to translation services some of the Focal Points failed to submit enough documents for translation to the relevant translators and accordingly not all contracts were fulfilled to the contracted maximum amount of deliverables.

The contracts with the local printers were implemented without problems.

- Final Beneficiaries and Target groups

The work with the final beneficiaries and the target groups has been satisfactory. There is a significant interest in cooperating with the European Agency among the target group (state authorities, social

partners and other national OSH stakeholders). The topics of the European OSH campaigns are considered important for the beneficiary countries.

- Other third parties involved (including other donors, other government agencies or local government units, NGOs, etc.)

There has been a very good partnership with the non-governmental sector in the target region. In most of the countries there are active OSH associations and they are eager to participate in the project activities and awareness raising campaign. Apart from that, there was limited cooperation with other donors and international organisations – mainly participation in OSH related awareness raising or capacity building events and/or exchange of information about ongoing activities.

3.5 Links and synergies with other actions

Where applicable, outline any links and synergies you have developed with other actions.

- 8th International OSH Conference in Turkey – three representatives of EU-OSHA attended the conference and made presentations on various topics.
- “Strengthening the Occupational Health Expertise and Scientific Capacity of Public Health Institution of Turkey” (ESPRIT) project implemented by the Turkish Institute of Public Health. EU-OSHA has been invited to observe the development in the project implementation and its staff participated in two workshops through Skype presentation.
- “Increasing capacities and strengthening the role of regional CSOs for improving labour conditions and labour dialogue with public institutions” (BalkanOSH) - EU-OSHA supported several trainings for by sending speakers.
- Regional meeting of labour inspectors in Macedonia – an expert from EU-OSHA made a presentation at the meeting.
- “Stress at Work: The stress 'epidemic' at work!” organised by World Organization of Workers-Europe – WOW-Europe (Netherlands) and The European Centre for Workers' Questions (EZA) – EU-OSHA send a speaker to the conference

3.6 Previous EU grants

If your organisation has received previous EU grants in view of strengthening the same target group, in how far has this Action been able to build upon/complement the previous one(s)? (List all previous relevant EU grants).

- EU-OSHA – IPA contribution agreement 2007/146-685 – “Measures related to further support Croatia and Turkey in their integration into the EU-OSHA”
- EU-OSHA – IPA contribution agreement 2009/205-943 – “Preparatory measures for the participation of Western Balkans (Albania, Bosnia and Herzegovina, Croatia, Former Yugoslav Republic of Macedonia, Montenegro, Serbia, Kosovo under UNSCR 1244/99) and Turkey in the European Agency for Safety and Health at Work”
- EU-OSHA – IPA contribution agreement 2011/273-995) - “Preparatory measures for the participation of Western Balkans (Albania, Bosnia and Herzegovina, Croatia, Former Yugoslav Republic of Macedonia, Montenegro, Serbia, Kosovo under UNSCR 1244/99) and Turkey in the European Agency for Safety and Health at Work”

The first of the three previous IPA grants is targeting only part of the beneficiary countries (with Croatia becoming Member State in 2013). The following interventions created the Focal point network in the Western Balkans and Turkey, trained the representatives from the target countries how to operate as focal point, how to develop their tri-partite networks approaching the social partners and supported them in implementing European OSH campaigns. There was a one year gap between the current and the last project (2011/273-995). The current project re-established the Focal Point network in the target region, built upon the existing and transferred knowledge and know-how. The project demonstrated that the network is operational and the number of end beneficiaries increased.

3.7 Cooperation with the Contracting Authority

How do you evaluate cooperation with the services of the Contracting Authority?

The cooperation with the Contracting Authority has been very good. Whenever information was asked it has been provided in timely and accurate manner.

4. Visibility

How is the visibility of EU contribution being ensured in the Action?

All information and promotional materials distributed to the beneficiary countries have been either published or produced by EU-OSHA. They were marked as such and distributed in line with the Community and Visibility Manual for European Union External Actions. During all supported events there was information that EU-OSHA organises or supports the initiative and the contact details of the agency were visible for a reference. Everybody attending the supported trainings, conferences, and workshops was informed about the participation of European agency. The flag of the European Union appeared on the distributed material.

There have been also publications printed locally in Serbia and the Former Yugoslav Republic of Macedonia. These are awareness raising materials and publications of the EU-OSHA and the European Commission as well as other European institutions (guidelines' of the Senior Labour Inspectors), bearing all the visuals of such publications. They have been distributed by the national Focal Points.

Information on the project is published on the webpage of EU-OSHA as well as information on the appointed national Focal points, their contact details and respective organisations. The agency published also information on some of the supported activities. Additional information was included in the annual reports for 2016 and 2017.

The project received publicity through various social media channels both by EU-OSHA and by the national focal points or other OSH stakeholders at national level.

During the implementation of the project there were articles and interviews in the national media of the beneficiary countries – newspapers, magazines and local TV.

See Annex 5 Visibility.

The European Commission may wish to publicise the results of Actions. Do you have any objection to this report being published on the EuropeAid website?

There are no objections to publishing the current report on the EuropeAid website.

5. Location of records, accounting and supporting documents

All documents related to the implementation of the project are kept in the premises of EU-OSHA – Santiago de Compostela 12, 48003; Bilbao, Spain

6. List of Annexes

1. Annex 1 – Conference/workshop report and feedback forms
2. Annex 2 – Mission reports
3. Annex 3 – Publications
4. Annex 4 – Translations
5. Annex 5 – Visibility
6. Annex 6 – Implementation summary

7. Name of the contact person for the Action: Tsvetomir Tsanev

Signature:

Location: Bilbao

Date report due:

Date report sent: