

FINAL NARRATIVE REPORT

Grant agreement 2017 – 390 035

1 Description

Title

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.

Introduction

The European Agency for Safety and Health at Work (EU OSHA) is a network-based, tripartite organisation, working with governments, employers' and workers' representatives. It aims to make Europe's workplaces safer, healthier and more productive by collecting, analysing, and disseminating information.

Every Member State nominates a focal point (FoP) for EU OSHA, typically the relevant Ministry, National Institute, or National Labour Inspectorate (NLI). This focal point acts as the main coordination point between Agency and Member State, providing and disseminating knowledge, coordinating actions at national level and selecting representatives to attend European-level activities.

EU OSHA mirrors this model of engagement with the beneficiaries. By doing so, it anticipates a seamless transition from beneficiary to Member States as happened with Croatia.

Benefits of engagement

EU OSHA engagement with the beneficiaries produces the following benefits:

- Closer alignment of the beneficiaries with the EU approach to OSH,
- Integration of the beneficiaries into the networks and activities of EU OSHA
- The sharing of information between Member States and the beneficiaries
- The transfer of OSH knowledge to the beneficiaries
- The stimulation of regional cooperation in occupational safety and health between the beneficiaries
- The transfer of knowledge from beneficiaries to EU OSHA, adding to the OSH knowledge base
- Strengthening of social dialogue in the beneficiaries
- Mainstreaming of gender issues into OSH issues

Key EU OSHA projects

EU OSHA carries out a range of actions¹ drawn from a long-term strategic approach. Some of the key activities of relevance to this agreement are:

ESENER

¹ <https://osha.europa.eu/en/corporate-strategy-and-work-programmes>

EU-OSHA's European Survey of Enterprises on New and Emerging Risks (ESENER) is an extensive survey that looks at how European workplaces manage safety and health risks in practice. Thousands of businesses and organisations across Europe are asked to respond to a questionnaire and the results from these interviews are complemented by secondary analyses involving a series of in-depth studies that focus on specific topics. Quantitative and qualitative research methodologies are applied in these studies to help better understand the main findings from the survey.

Healthy Workplace Campaigns (HWC)

Healthy Workplaces Campaigns are two-year campaigns that are the largest OSH campaigns of their type in the world. Each campaign is on a particular topic, under which the Agency supports the tailored activities in the Member States and beneficiaries through the provision of free information, tools, and support for activities. Each campaign also features the Good Practice Awards and the Healthy Workplaces Film Award.

The period of implementation coincided with the implementation period of the European Healthy Workplaces Campaign 2018-2019 on the subject of Dangerous substances. This allowed the beneficiaries to engage in awareness raising activities on this topic.

OiRA

Risk assessment is the essential first step in the prevention of occupational accidents and ill health. The OiRA (Online interactive Risk Assessment) tool makes this process easy. It provides the resources and expertise required to enable micro and small organisations to assess their risks themselves. Available free on the web, OiRA tools are easily accessible and easy to use.

OSH Wiki

OSHWiki is a collaborative online encyclopaedia of accurate and reliable information on occupational safety and health (OSH). Anyone can access OSHwiki and consult, follow and share articles and accredited authors can contribute quickly and easily to this continuously developing body of knowledge.

2 Assessment of implementation of action activities

2.1 Executive summary

Objectives of the action

The object of the action is to ensure that the Western Balkans and Turkey have the capacity to participate effectively in the network and activities of the European Agency for Safety and Health at Work (EU-OSHA).

To this end, the action facilitates the creation of focal points in the beneficiaries who partake as observers in the EU OSHA focal point network.

This allows beneficiaries to take part in EU OSHA activities, so contributing to the development of a risk prevention culture and raise awareness on Occupational Safety and Health (OSH) issues in the beneficiaries.

The current project proposal will be the fourth OSH intervention in a row of IPA funded projects (contracts: 2009/205-943; 2011/273-995 and 2015/367-495). This continuity of engagement has been vital to the success of the integration process and the long-term development of an OSH culture in the beneficiaries.

Target groups

The target group consists from stakeholders dealing with OSH issues from the beneficiaries: Albania, Bosnia and Herzegovina, Kosovo under UNSCR 1244/99, Republic of North Macedonia, Serbia, Montenegro, and Turkey. These may be:

- national authorities (ministries and labour inspectorates),
- social partners (organisations of employers and employees),
- non-governmental organisations (e.g. associations of OSH professionals), or in the
- OSH research community

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.

2.2 Indicators of specific objectives

According to the log-frame, the following are the objectives, outputs, and indicators.

No.	Name	Indicator
Overall objective: Impact	To ensure that the beneficiaries have the capacity to participate effectively in the network and activities of EU OSHA	
Specific objective: Outcome OC 1	To include Focal Points from beneficiary countries as observers in the European network of EU-OSHA	
Specific objective: Outcome OC 2	To contribute to the development of a risk prevention culture and raise awareness on OSH issues in the beneficiary countries	
Specific objectives output OP1.1	To have a designated focal point in each country	Number of focal points (7)
Specific objectives output OP1.2	To facilitate participation in EU OSHA focal point meetings	Number of beneficiary participants in FoP meetings (20)
Specific objectives output OP1.3	To participate in ESENER Survey	Number of beneficiaries included in the ESENER survey (2)
Specific objectives output OP1.4	To create country-specific overviews of national OSH system	Number of country overviews of national OSH system (4)
Specific objectives output OP2.1	To translate of EU OSH publications	Number of European OSH publications translated (4)
Specific objectives output OP2.2	To facilitate attendance at conferences and trainings in Member States	Number of supported events (0) Number of beneficiaries attending conferences and trainings in member States (30)

Specific objectives output OP2.3	To support training and awareness raising events in beneficiary countries	Number of supported trainings and awareness raising events in beneficiaries (11) Number of participants at supported trainings and awareness raising events in beneficiaries (400)
Specific objectives output OP2.4	To develop risk assessment E-tools for SMEs	Number of risk assessment e-tools developed for SMEs (OiRA) (2)

2.3 Results and activities

1. Results

Based on the table above, the results can be summarized as follows:

	Indicator	Goal	Achieved
1.1	Number of focal points	7	6
1.2	Number of beneficiary participants in FoP meetings	20	17
1.3	Number of beneficiaries included in the ESENER survey	2	2
1.4	Number of country overviews of national OSH system	4	0
2.1	Number of European OSH publications translated	4	7
2.2.1	Number of supported events in Member States	9	7
2.2.2	Number of beneficiaries attending conferences and trainings in member States	30	40
2.3.1	Number of supported trainings and awareness raising events in beneficiaries	11	17
2.3.2	Number of participants at supported trainings and awareness raising events in beneficiaries	400	500+
2.4	Number of risk assessment e-tools developed for SMEs (OiRA) (2)	2	0

1.1 Number of focal points

The beneficiaries, with the exception of Bosnia and Herzegovina, all identified a single entity to act as a national focal point in common with the EU Member States. **(Number of focal point: 6)**

1.2 Number of beneficiary participants in FoP meetings

EU OSHA held six focal point meetings during the period of the action, but the timing of the last meeting meant that beneficiaries were invited to the first five meetings. **In total, the beneficiaries received 30 invitations (6 x 5) of which 17 were accepted and a representative attended the meeting.**

1.3 Number of beneficiaries included in the ESENER survey

Two beneficiaries were included in the ESENER survey fieldwork, North Macedonia and Serbia. The other countries were not considered due to either a lack of necessary data or excessive cost. The survey fieldwork was carried out in the summer of 2019.

1.4 Number of country overviews of national OSH system in the OSHWiki

OSHWiki is fostering a participatory culture, providing an ideal way for the OSH community to network and form collaborations and synergies. Both North Macedonia and Turkey have registered authors but sadly, **neither of these beneficiaries were able to provide a suitable text for publication.**

2.1 Number of European OSH publications translated

EU OSHA policy is to only translate on request of Member State or beneficiary to ensure the target use of scarce resources. Only Serbia requested EU OSH guidance to be translated, which was done via a locally contracted translator. **In total, seven substantial publications (in total over 1000 pages) were translated.**

2.2.2 Number of supported events in Member States

Excluding focal point meetings, beneficiaries were invited to five events in Member States – thirty invitations of which 14 were taken up. In addition, two training visits to Member States were received (25 pax).

2.2.2 Number of beneficiaries attending conferences and trainings in member States

EU OSHA was successful in achieving 40 attendees at events in Member States. The events were held in Brussels and Bilbao and included attendees from all the beneficiaries except Bosnia Herzegovina.

2.3.1 Number of supported trainings and awareness raising events in beneficiaries

EU OSHA supported 17 events in the course of the project in all the beneficiaries except Bosnia-Herzegovina.

2.3.2 Number of participants at supported trainings and awareness raising events in beneficiaries

EU OSHA supported international and regional events in the beneficiaries as well as national awareness raising events and trainings. **Over 500 people attended these events.**

Number of risk assessment e-tools developed for SMEs (OiRA)

During the timescale of the project, **it was not possible to create a risk assessment tool in a beneficiary.**

2. Activities

The following activities were identified under the objectives and outcomes of the project.

A 1.1.1. – Designation of Focal points in each beneficiary country

With the exception of Bosnia-Herzegovina, Each beneficiary successfully identified a national focal point with a “focal point manager” to act as day-to-day liaison. For each, there is a web page providing details on the situation in the beneficiary.² At the end of the reporting period, they were as follows:

Beneficiary	Focal Point

² <https://osha.europa.eu/en/about-eu-osha/national-focal-points/focal-points-index>

Albania	Inspektorati Shtetëror i Punës dhe Shërbimeve Shoqërore ³ (National Labour Inspectorate of Albania)
Montenegro	Administration for Inspection Affairs ⁴ (National labour Inspectorate of Montenegro)
North Macedonia	Macedonian Occupational Safety And Health Association (MOSHA) ⁵
Serbia	Ministry of Labour, Employment, Veterans and Social Policy ⁶
Turkey	Aile, Çalışma ve Sosyal Güvenlik Bakanlığı İnönü Bulvarı ⁷
Kosovo*	Ministry of Labour and Social Welfare Labour Inspectorate ⁸

A 1.2.1. – Organisation of the participation of representatives from the beneficiary countries in European Focal point meetings

The national focal point operates as the gateway for EU OSHA to the beneficiaries. The focal point network provides the gateway for the beneficiary focal points to the activities and approaches of the Member States, particularly through participation in the EU OSHA European focal point meetings. At the focal point meetings are not only the Member States alongside the EEA/EFTA countries but also DG EMPL and the European Social Partners (Business Europe and ETUC), reflecting the tripartite nature of the European approach to OSH policy. The meeting provides both formal and informal communication channels, not just to and from EU OSHA and the Focal Points but also between the focal points.

EU OSHA held six focal point meetings during the period of the action. Beneficiaries were invited to the first five meetings (the last falling at the very end of the action period) so the maximum number possible was thirty. In total, seventeen participants came to these meetings. Agendas, minutes, and attendance lists are available for all the meetings.

Meeting	Date	Attendees
FOP-18-01	(Feb 2018)	MK, TK
FOP-18-02	(May 2018)	SR, MN, AL, TK

³ <http://www.sli.gov.al/>

⁴ <http://www.uip.gov.me/uprava>

⁵ <https://www.devex.com/organizations/macedonian-occupational-safety-and-health-association-mosha-51845>

⁶ <https://www.minrzs.gov.rs/sr>

⁷ <https://www.ailevecalisma.gov.tr/isggm>

⁸ <http://mpms.rks-gov.net/>

FOP 18-03	(November 2018)	MK, MN, AL, SR, TK
FOP 19-01	(Feb 2018)	AL, SR, MK
FOP-19-02	(May 2019)	SR, TK, AL

A 1.3.1 – Inclusion of two beneficiary countries in the European Survey on New and Emerging Risks - ESENER

This action came to dominate much of the project, with the Agency successfully engaging North Macedonia and Serbia in the ESENER survey.

In summer 2019, EU OSHA contracted the fieldwork for its ESENER-III survey in these beneficiaries, focusing on (1) Health and safety management, (2) Management of psychosocial risks, (3) Main drivers and barriers and (4) Worker involvement. These two beneficiaries were covered due to the availability of relevant data and the costs for which were within the project budget.

While the first results were published in December 2019, after the end of the action period, EU OSHA provided a speaker (XI) at Belgrade, Serbia Conference: “2019 OSH year in Serbia” and to present the findings of the ESENER Survey. As usual, the conference was well-attended with Governmental and social partner representation. Full information can be found online⁹

A 1.4.1 – Development of OSH Wiki articles on country-specific overviews of policy, strategy and organisation of the national OSH system

EU-OSHA planned to develop and publish OSH wiki articles on the national OSH systems of the beneficiaries as such articles already exist for the Member States. For such OSH wiki articles, EU OSHA does not make a financial contribution. While beneficiaries expressed interest, and there are registered authors from both North Macedonia and Turkey, no beneficiary delivered a text that could be added to the OSHwiki during the action period.

A 2.1.1. – Contracting translation service from English to the languages of the beneficiary countries

EU OSHA policy is to only translate on request of Member State or beneficiary to ensure the target use of scarce resources. Only Serbia requested EU OSH guidance to be translated, which was done via a locally contracted translator. In total, 7 substantial publications (in total over 1000 pages) were translated on the following themes:

- Maintenance in Agriculture
- Noise at Work
- Protection of agriculture workers
- Prevention in micro and small enterprises
- OSH Sentinel systems
- Vibration
- Prevention in wind energy

⁹ <https://visualisation.osha.europa.eu/esener#!/en/survey/overview/2019>

A 2.2.1 – Organise the attendance of representatives from the beneficiary countries to OSH conferences and trainings in Member states

EU OSHA was able to bring beneficiary representatives to events in Brussels and Bilbao. The events were targeted at professionals, experts and policy makers. EU OSHA invited representatives nominated by all the existing focal points in the beneficiaries. In total

May 2018, Bilbao	Workshop on musculoskeletal disorder (MSD) awareness and campaigning	SR, MN, AL, TK
May 2018, Brussels	Seminar on prevention in the platform economy ¹⁰	MK, SR
June 2018, Brussels	Seminar on policy actions with micro and small enterprises (MSEs) ¹¹	SR
June 2018, Bilbao	Visit by BALKANOSHNET association of OSH professionals from the region for training session on EU OSH system	15 pax from AL, KO*, MK
September 2018, Bilbao	Workshop on Electronic OSH tools in the transport sector ¹²	AL, MK, TK, SR
February 2019	Workshop on the future of work ¹³	AL, MK, SR
April 2019	Visit by MOSHA (North Macedonia) for training session on core Agency themes	10 pax

A 2.3.1 – Support OSH trainings and awareness raising events in beneficiaries

EU OSHA supported training and awareness-raising events in the beneficiaries in several ways:

- Speakers from EU OSHA and Member States (presencial and virtual)
- Provision of publications (posters, etc.)
- Provision of campaign process materials (good practice award forms)
- Dissemination of campaign materials for events (e.g. lanyards, pens)

¹⁰ <https://osha.europa.eu/en/tools-and-resources/seminars/workshop-protecting-workers-online-platform-economy>

¹¹ <https://osha.europa.eu/en/tools-and-resources/seminars/final-conference-sesame-project-when-size-matters-way-forward-improving>

¹² <https://osha.europa.eu/en/tools-and-resources/seminars/occupational-safety-and-health-relation-drivingroad-transport>

¹³ Information on this event can be seen here: <https://osha.europa.eu/en/tools-and-resources/seminars/focal-point-meeting-review-articles-future-work>

In May 2018, EU OSHA Director and other experts presented at the IX International OSH Conference in Istanbul, with the Director making a keynote speech (after an intervention by the Turkish President).¹⁴ EU OSHA staff attended a meeting during the conference to examine ways for closer cooperation between the EU, Member States, and Turkey in the field of OSH. At the event, EU OSHA was able to project EU action on OSH to a global and regional audience and promote occupational safety and health in the host countries. In particular, the Director of EU OSHA was able to attend, exerting a positive influence on high-level policy makers.

In May 2018, EU OSHA provided a virtual speaker via Skype to the 2018 Trade Council Health Services (SAN) meeting in Montenegro to provide a European context to their discussions.

In June 2018, EU OSHA provided a speaker for the South East Europe Network on Workers Health (SEENWH)¹⁵, a WHO supported network. This network, largely based in the beneficiaries but extending to Greece and other south European Member States, is an important occupational health research community.

In November 2018, EU OSHA participated in the final conference of the ESPRIT Project in Ankara, Turkey. ESPRIT had the goal of “*Strengthening the Occupational Health Expertise and Scientific Capacity of Public Health Institution of Turkey*” so in effect is mainstreaming (integrating) occupational health into Public Health institutions.¹⁶

In the same month, EU OSHA provided a speaker to the regional BALCANOSHNET¹⁷ Conference of occupational safety and health professionals which was held in Kosovo* and attended by representatives from Kosovo*, Albania, and North Macedonia

In February 2019, EU OSHA provided a speaker to a workshop on Gas Pipeline safety. This workshop focused on a particular industry sector and provided a good opportunity to reach out to regional stakeholders.

In October 2019, EU OSHA sent an expert to Belgrade to attend the 2019 “OSH Year” conference in Serbia. In particular, this was to present preliminary results of the ESENER survey.

HWC Dangerous Substances

As mentioned above, the EU OSHA Healthy Workplace Campaigns (HWC) are the world’s largest OSH campaigns and the Agency was successful in engaging beneficiaries in actions under this umbrella. For this to occur, EU OSHA translated key materials using the Translation Centre, and disseminated not only these materials but also campaign products (e.g. pens, lanyards, flash drives) to the beneficiaries. Only the cost of the distribution of the products came under the action.

This included the translation of materials to allow beneficiary participation in the European Good Practice Awards that are run as part of the HWC Healthy Workplaces Campaign. Sadly, none of the beneficiaries were successful in the HWC Campaign on Dangerous Substances competition¹⁸ but the opportunity to take part offers substantial benefits to the beneficiaries in terms of promoting OSH at the national level.

¹⁴ <http://www.oicvet.org/oshnet/event-detail.php?id=1980>

¹⁵ <http://seehn.org/partnerships-in-health/partners/south-east-european-network-on-workers-health-seenwh/>

¹⁶ <https://cordis.europa.eu/project/id/692188>

¹⁷ <https://project-balkanosh.net/>

¹⁸ But Serbia have been previously successful <https://osha.europa.eu/en/publications/healthy-workplaces-good-practice-awards-2016-2017-0/view>

In addition, EU OSHA provided layouts and templates to the National Labour Inspectorate of Latvia who were running their own twinning project in Kosovo*. This enabled the promotion of EU OSHA activities, products, and themes through a parallel project. [N.B. This did not generate any costs for the project].

Date	Beneficiary	
181022	North Macedonia	Promotion of the campaign via Skype conference link to 6 enterprises in 4 cities in the textiles sector
181024	North Macedonia	Promotion of the campaign to students at the Faculty of Mechanical Engineering, Skopje
181024	North Macedonia	Promotion of the campaign to representatives of the National Council for Safety and Health at Work during an ILO-organised event.
181025	North Macedonia	Promotion of Campaign in Adient-Shtip attended by 30 representatives from various enterprises
181025	North Macedonia	Promotion of campaign to 15 Trade Union organisations
181026	North Macedonia	Promotion of the Campaign to workers in the Hotel Sector
181026	North Macedonia	Meeting with representatives of YESAlumni Macedoni at the American Council to promote campaign.
181030	Serbia	Conference on the prevention of exposure to Dangerous Substances at which EU OSHA Director made keynote presentation.
181031	North Macedonia	Distribution of campaign materials to 7 enterprises, 5 civil society organisations. Also 4 TV interviews and other media actions to raise awareness.
181031	Albania	Workshop on campaign organized by Albanian OSH association and supported by EU OSHA focal point in Albania (generating 2 TV interviews)
190423	Montenegro	HWC Seminar on Dangerous substances attended by EU OSHA project manager. The Montenegrin focal point also conducted two TV interviews on the campaign theme.

A 2.4.1 – Development and adoption of Risk assessment tools for SMEs (OiRA)

European Community Strategy on Health and Safety at Work 2007-2012 called for the development of simple tools to facilitate risk assessment. In this framework, EU-OSHA has launched the Online interactive Risk Assessment project (OiRA). The project is based on a web generator of online interactive risk assessment tools. These online tools allow micro and small enterprises to perform a practical risk assessment following a step-by-step process – starting with the identification and evaluation of workplace risks, through decision making on preventive actions and the taking of action, to monitoring and reporting.

Turkey and Serbia both declared an interest to become an OiRA partner and adopt/develop an interactive risk assessment instrument. It was planned that EU OSHA would support this process under this action by providing access to the platform, technical information, translation to local language and specialised training. However, neither country was able to develop a project team for the development of a tool, and so EU OSHA was unable to provide the offered support.

2.4 Sustainability

The greatest success of the EU OSHA engagement with the beneficiaries is that is long-term, and with ongoing funding will continue to move the beneficiaries towards a seamless transition into the EU OSH networks as happened with Croatia.

The ongoing engagement with OSH stakeholders in the beneficiaries and the links made between the focal points in particular and their Member State counterparts suggest that the engagement is sustainable. However, specific activities (e.g. translation, attendance at events) is entirely dependent on funding.

2.5 Cross-cutting issues

Occupational safety and health (OSH) IS a cross-cutting issue, overlapping with public health, gender, and employment policies. OSH is tripartite in its nature (the Agency's Management Board is tripartite as are the national focal point networks). OSH is essential to allowing all of the labour force to gain access to employment, no matter age, gender, or ethnicity.

2.6 Monitoring and evaluation

The project have been monitoring internally, with the project manager reporting directly to the Agency's Executive Director. There also have been regular Communication and reporting to the European Commission.

The Agency actively seeks feedback from participants in its events (whether meeting, training, or visits) and maintains a continuous dialogue with the focal points to ensure deliverables match needs in the beneficiaries.

2.7 Lessons learned

In smaller budget projects, a great deal of funding is directed to the staff costs of the project manager. During the project period, the Project Manager left the post before the end of the project period. Subsequently, the project was overseen by the Senior Network Manager responsible for External Relations.

Flexibility in planning and implementation is vital as changes in circumstances in the beneficiaries can mean that what is intended does not come to fruition, so resources have to be transferred.

As a matter of course, EU OSHA adapts its engagement to the needs of the Member States via a "portfolio" approach and this is transferred across to the beneficiaries. The beneficiaries are asked about their needs and the support is tailored accordingly. This means that not all beneficiaries send representatives to all events, and they are organized at the local level in different ways. This means that what is delivered is needed, but does impose an increased demand on the project manager.

2.8 Materials produced

The focus of the project is not of materials but rather of knowledge transfer. Publications and materials were translated and disseminated but not printed.

2.9 Contracts over 60 000 Euro

There were no project over 60 000 EURO signed for the duration of the action.

3 Beneficiaries and other cooperation

There are no additional beneficiaries or affiliated entities under the contract.

3.1 Relationship with state authorities

EU OSHA has maintained excellent relationships with the State Authorities. The focal points are all in State Authorities with the exception of North Macedonia, who nominated a civil-society body.

3.2 Relationship with other organisations

EU OSHA maintained good relationships with its contractors (Translation Centre, national Serbian translator, OPOCE).

EU OSHA maintained good relationships with the other actors in the region, including the World Health Organisation (WHO) and PEROSH.

Through the tripartite national focal point networks, EU OSHA ensures the engagement with national social partners in the action.

3.3 Links and synergies to other actions

EU OSHA liaised successfully with the ESPRIT project managed by PEROSH to ensure a coherent message on the topic of occupational health

EU OSHA successfully engaged with the South East Europe Network on Workers health – a subnetwork of the WHO – including attendance at an event and invitation of speaker to Focal Point Meeting.

EU OSHA liaised successfully with the National Labour Inspectorate of Latvia (who are the focal point for Latvia with EU OSHA) in their twinning action in Kosovo*.

3.4 Previous 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”

EU OSHA – IP Contribution agreement 2015/367-495 “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

3.5 Cooperation with 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

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.

Publications are now no longer printed due to the changing methods of information distribution and can be distributed electronically.

These are awareness raising materials and publications of the EU-OSHA and the European Commission 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.

EU OSHA strongly uses social media channels to raise awareness of its activities and this includes actions in and with beneficiaries.

5 Location of records

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

Annex: Visibility examples

Annex: Documentation from Focal Point Meetings

Annex: Documentation from actions in Member States

Annex: Documentation from actions in Beneficiaries

Annex: Publications translated

7. Name of the contact person for the Action: Timothy Tregenza

Signature:

Location: Bilbao

Date report due:

Date report sent: