

Trainers' Digest



ETUI-REHS
European Trade Union Institute

RESEARCH

EDUCATION

HEALTH & SAFETY

*ETUI Education's information
newsletter about EU
programmes*

Budget heading 04.03.03.03
**"Information, consultation and participation of
representatives of undertakings"**
Call for proposals 2009

The European Commission has launched a [2009 Call for proposals](#) for implementing the budget heading 04030303 "**Information, consultation and participation of representatives of undertakings**" intended to strengthen transnational cooperation between workers' and employers' representatives in information, consultation and participation matters within undertakings operating in more than a Member State.

Part of this appropriation also covers the setting up of information and observation points aimed to inform and help the social partners and undertakings to set up transnational information, consultation and participation structures, and to foster relations with EU institutions.

This appropriation may also be used to fund short training actions for negotiators and representatives working with transnational information, consultation and participation bodies as well as actions involving representatives of social partners in the candidate countries.

It may also be used to finance measures aiming to enable the social partners to exercise their rights and their duties as regards information, consultation and participation in Community scale undertakings, especially within the framework of their European Work Councils, and to familiarize the actors represented at company level with Transnational company agreements and strengthen their cooperation within the Community framework.

The 2009 Call defines priorities, eligibility criteria, funding, deadlines, and procedure for submission of project proposals.

We welcome any suggestions you may have to help us improve this newsletter

In 2009, two categories of projects will be supported: transnational cooperation projects and information/observation points.

Priorities of the 2009 Call

Regarding **transnational cooperation projects**, priorities are the following:

- to promote actions designed to prepare the setting up of information, consultation and participation structures in the context of the European Company, the European Co-operative Society and the limited liability Companies issued of cross border mergers, as per article 16 of Directive 2005/56/EC,
- to promote the exchange of information and good practice aimed at creating favourable conditions for the setting up of information, consultation and participation structures within undertakings as foreseen in Directive 2002 / 14 / EC,
- to promote the setting up of new European Works Councils and to improve transnational information and consultation processes in Community-scale undertakings and Community –scale groups of undertakings,
- to promote transnational actions involving representatives of the new member States and of Candidate Countries in the field of information, consultation and participation of workers,
- to promote actions aiming to enable the social partners to exercise their rights and their duties as regards information, consultation and participation in Community scale undertakings, especially within the framework of their European work councils,
- to promote action aiming to familiarize the actors represented at company level with transnational company agreements and to strengthen their cooperation within the Community framework,
- to promote innovative actions relating to the management of information, consultation and participation, with the view of supporting the anticipation of change and the prevention and resolution of disputes in the context of corporate restructuring, mergers, take-over and relocation in Community-scale undertakings and Community-scale groups of undertakings.

Eligible activities

For transnational cooperation projects:

- conferences, seminars, short training actions and exchange of information and of good practices involving workers' and/or employers' representatives;
- analysis papers on subjects related to the structures concerning the workers' and employers' representatives, the social dialogue at undertaking level in a transnational cooperation context;
- websites, publications, newsletters and others means for the dissemination of Information.

We welcome any suggestions you may have to help us improve this newsletter

Eligible actions

- Comply with the rules on dates for starting and ending the operations;
- Have a transnational dimension;
- Are linked to at least one of the objectives of the budget heading;
- Comply with the eligibility criteria for actions;
- Are carried out entirely in the Member States of the European Union or in the Candidate Countries;
- Comply with the subcontracting rules and in particular those related to external expertise under Budget Line 04.03.03.03.

Eligible applicants and participants

Eligible applicants

The applicant must not be in one of the situations listed in Article 93 §1, 94 and 96 §2 point a) of the Financial Regulation at:

<http://eur-lex.europa.eu/LexUriServ/site/en/consleg/2002/R/02002R1605-20070101-en.pdf> concerning social security, taxes, bankruptcy, misconduct, fraud, corruption or any other illegal activity, and must not have failed to comply with his contractual obligations to the Communities in other grant award or contract procedures. The applicant must be properly constituted and registered legal person, having their registered office based in one of the Member States of the European Union. In derogation from this requirement and pursuant to Article 114 of the Financial Regulation, the organisations of social partners without legal personality under the applicable national law are also eligible if their legal representatives have the capacity to undertake legal obligations on their behalf and assume financial liability. A project applicant cannot be an individual.

Regarding **transnational cooperation projects**, applicants must be representatives of workers or employers. Thus:

- for workers: applicants may be works councils or similar bodies ensuring the general representation of workers; regional, national, European, sectoral or multi-sectoral trade unions;
- for employers: applicants may be the management of undertakings, organizations representing employers at regional, national, European, sectoral or multi-sectoral level.

In case of commercial undertakings, the objective of the project must be noncommercial and the undertaking must not make profit of it. Unless there are exceptional circumstances, projects involving only one information and consultation body must be submitted as joint projects from representatives of workers and employers. Joint projects should be submitted by one of the parties who will fulfill the contractual commitments *vis-à-vis* the Commission and the other party must indicate in writing its agreement to the joint implementation of the project. As an exception from the above rules, applications from technical bodies such as non-profit training or research bodies can be accepted under the conditions stated hereunder. Similarly, commercial undertakings can be accepted under the conditions stated hereunder and only if the objective of the project is non-commercial and the undertaking will not make a profit of it. The above quoted technical bodies and commercial undertakings will be considered eligible only where they are expressly mandated by one or more of the parties listed in point 3.1.2.3 of the 2009 Call, with a letter of mandate.

We welcome any suggestions you may have to help us improve this newsletter

Eligible participants

Participants in projects should be representatives of workers or employers from the Member States and candidate countries, thus: members or future members of information, consultation and participation bodies; management of undertakings or groups or members of employers associations; officials of workers organisations/trade union representatives; experts nominated by the social partners mentioned in the Call.

Eligibility of applications

To be eligible, applications must:

- be sent by the deadlines indicated in section 2.1.2 of the Call;
- be submitted according to the set requirements: compulsorily submitted on-line, and their detailed and signed print-outs must be submitted as set at point 4.2 of the Call;
- be complete, detailed and include all the documents indicated in the table at section 3.1.4. of the Call;
- comply with the European Community co-financing percentage of maximum 80 %.

Deadlines for submission of proposals

The **deadlines** for the submission of applications (and indicative amounts) are as follows:

- **16 April 2009** for actions commencing no earlier than **16 June 2009** (€ 3 200 000);
- **7 September 2009** for actions commencing no earlier than **7 November 2009** and no later than **22 December 2009** (€ 4 100 000).

Please be **very careful** with the starting and final dates of your proposal, which will otherwise not be considered valid by the Evaluation Committee.

NB: Send the application by the deadlines.
Include all the documents required.
In addition, do not forget the signature of the legal representative!

What scale of funding is available?

This budget heading allows support to be given to projects to which the applicants contribute at least 20 % of the total eligible costs of the action. Contributions in kind will not be taken into account.

Any application which requests a grant of more than 80 % will be excluded automatically from the selection.

Procedure for submission of application

The compulsory on-line grant application form is an electronic form, which must be filled by using the Internet Web system "SWIM" at the following internet address

We welcome any suggestions you may have to help us improve this newsletter

http://ec.europa.eu/employment_social/emplweb/tenders/index_en.cfm. Once the application is submitted electronically, a print out of an exemplar has to be signed by the legal representative submitting the proposal and be sent to the Commission. After submission of the application electronically no changes are possible. Send your covering letter of application, together with all the other documents listed in the table under section "3.1.4. Eligible applications" of the Call as signed **originals** as well as **one copy of all these documents** (in total: 2 sets of documents) by the above deadlines, to the following address:

Call for proposals VP/2009/003
Budget heading 04.03.03.03
European Commission – DG EMPL/F.2
ARCHIVE Rue Joseph II, 54
B 1049 Brussels Belgium

Please send your application by registered mail or express courier service only. The date of post office on the stamp on the envelope, or express courier stamp, or slip on the envelope indicating the sending date, will be considered as proof of the date of sending.

Hand-delivered applications must be received by the European Commission on the last day for submission. The address for hand deliveries of documents for the European Commission is:

Avenue du Bourget n° 1,
B-1140 Evere,
Belgium.

Proof of delivery is a signed receipt from the Commission's Archives Service stamped with the date of the last day for submission or earlier.

Regarding the presentation of the application file, it is recommended to:

- follow the order of documents as listed in the table under section 3.1.4 "Eligible applications" of the Call,
- print the documents double-sided, where possible,
- use only 2-hole folders (please do not bind or glue).

If an applicant submits more than one proposal, each one must be submitted separately.

Documentation

The Call for proposals 2009, the relevant documents and the on-line application are available at:

<http://ec.europa.eu/social/main.jsp?catId=630&langId=en&callId=195&furtherCalls=yes>

Enquiries

By e-mail only at: empl-04-03-03-03@ec.europa.eu

We welcome any suggestions you may have to help us improve this newsletter