

Invitation to a ETUI Education / EFFAT training on

the EWC as an instrument for organising workers in multinational companies

18 June 2019

1952-953-11

To experienced members of a European Works Council or SE Representative Body and EWC coordinators from the food, agriculture and tourism sectors.

The Education department of the European Trade Union Institute will organise a joint course with the European Federation of Food, Agriculture and Tourism Trade Unions, which will take place in Florence, Italy, from **Wednesday 09 to Friday 11 October 2019**.

Aims

- To raise awareness among EWC/SE WC members and coordinators about the potential of the EWC as an instrument for organising workers.
- To explore different experiences with organising workers across Europe and within the participating companies.
- To improve the efficiency and capacity of the EWCs/SE WCs through joint initiatives.
- To support EWC/SE WC coordinators and members in designing their own action plan for organising at transnational level.

Programme

The enclosed draft programme will give you an overview of the course contents.

Working languages

Active working languages will be **English and Italian** and two additional languages depending on the needs of the participants.

Who should participate?

The activity is intended for experienced EWC/SE WC members and coordinators from the EFFAT sectors. We recommend that **at least two members of the same EWC/SE WC**, possibly accompanied by their trade union coordinator register for the seminar.

How are enrolments processed?

A maximum of **30 participants** can be accepted.

Due to the limited number of places, please note that your registration will not be final until we have confirmed that you have been selected. **Travel arrangements can only be booked after this confirmation.**

We ask you to consider the recommendations of the ETUC Action Plan for women which calls for the proportional representation of women in trade union activities.



Accommodation and seminar venue

Centro Studi Ricerca e Formazione CISL

Via della Piazzuola, 71

I - 50133 Firenze

+39 055 5032111

www.centrostudi.cisl.it

Arrival and departure

Participants are expected **to arrive on Tuesday 8 October** and to leave on **Friday 11 October after 3 pm.**

Registration

Please fill in a copy of the enclosed form for each participant and return it to Ms Nathalie De Vits, ndevits@etui.org, at your earliest convenience and **no later than 13 September 2019.**

Payment of registration

A direct monetary contribution (enrolment fees) to ETUI Education activity is required per organisation/per working day/per participant. Participation fees vary depending on which group your country is from.

Participation fees for this course are:

- For group I: 180 € (3 days@60€)
- For group II: 72 € (3 days@24€)
- For group III: 45 € (3 days@15€)

Group I: 100% of participation fees - 60€/day		Group II: 40% of participation fees - 24€/day	
Andorra	Liechtenstein *	Croatia	Lithuania
Austria	Luxembourg	Czech Republic	Poland
Belgium	Malta	Estonia	Portugal
Cyprus	Monaco	Hungary	Slovakia
Denmark	Norway *	Latvia	Slovenia
Finland	San Marino		
France	Spain	Group III: 25% of participation fees - 15€/day	
Germany	Sweden	Albania	Montenegro
Iceland *	Switzerland *	Bulgaria	Romania
Ireland	the Netherlands	North Macedonia	Serbia
Italy	United Kingdom **	Greece	Turkey

***Participants from these countries, as non-EU members, pay all costs related to the activity.**

****If the United Kingdom has left the EU before the date of the seminar, participants from the UK will also need to pay all costs related to the activity.**

An invoice will be sent to the organisation and address (billing address) as mentioned in the enrolment form.

Please note that in case of cancellation of participation 5 working days before the beginning of the course, no refund shall be granted.

It is essential that you mention in your payment order the number of the invoice and customer reference number.

Reimbursement of travel and accommodation costs

Costs for accommodation **only for 3 nights (8, 9 and 10 October)**, meals according to the programme and materials will be covered by ETUI Education, only for participants coming from Member States of the European Union or from Albania, Montenegro, North Macedonia, Serbia and Turkey.

Expenses must be settled in line with the EU guidelines, which means:

- The shortest route of travel is to be chosen using the most reasonable means of transport.
 - **Train tickets** will be reimbursed on the basis of a 1st class return fare for regular trains and 2nd class for Eurostar, Thalys, TGV or similar.
 - **Economy class fares will be used as the benchmark for analysing air travel costs.** Air travel is acceptable only for distances above 400 km, i.e. return flight above 800 km. **Business class flights** will not be reimbursed.
 - Travel by car will be reimbursed either:
 - ✓ on the basis of the mileage calculation at a rate of 0,25€ per km
 - ✓ on the basis of a train return fare (1st class fare for regular trains and 2nd class for Eurostar, Thalys, TGV or similar)
 - ✓ the cost of lower-class economy air fare.
- Whichever is cheapest, will be reimbursed.** Toll, petrol, insurance costs will **not** be reimbursed. Only one person can claim reimbursement, independently of the number of people traveling in the same vehicle. Passengers may not claim mileage or equivalent costs.
- **Local transport**, to/from the event venue, is reimbursed on the basis of original tickets.
 - **As a rule, taxis are not reimbursed.**

Please note that expenses such as parking fees, telephone, minibar, extra nights, extra lunches, extra dinners, supplement double room and the eventual supplement half/full board are not taken in charge by ETUI.

Participants are kindly invited to organise their own travel arrangements (**after receiving our confirmation of registration**). Exceptionally, if this is not possible for practical reasons, you can contact the Education secretariat for assistance.

Additional information

Should you need any additional information please do not hesitate to contact the ETUI Education Secretariat, Ms Nathalie De Vits, ndevits@etui.org.

Yours sincerely,

Vera dos Santos Costa
Director
ETUI Education

Enclosed: registration form and draft programme