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Title of the project: **"Innovative vocational training concept for promoting renewable energy sources in rural areas in Europe" – acronym TRAIN – RES**  
Contract no. **LLP-LdV-Tol-2012-RO-016 / 2012-1-RO1-LEO05-21099**

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## Minute of the Second Transnational Project Meeting

*11-14<sup>th</sup> of November, 2013, Tulln, Austria*

### Participants:

#### **P0 – Universitatea "Ovidius" din Constanta – OUC**

- Elena- Rita Avram (ERA)
- Mirela Cotrumba (MC)
- Gabriela Ianculescu (GI)
- Liviu Mateescu (LM)

#### **P3 – IRMA SL – Instituto de Restauración y Medio Ambiente – IRMA**

- Julio Santín Fernández (JSL)
- Verónica Verdejo Patón (VVP)

#### **P4 – Erciyes Üniversitesi -Mustafa Cikrikcioglu Meselek Yuksek Okulu – MCMYO**

- Nafiz Kahraman (NK)
- Atik Kemal (AK)

#### **P5 – Im-plan-tat Reinberg und Partner OG – IRPOG**

- Matthias Zawichowski (MZ)
- Siegfried Schönbauer (SS)

#### **P6 – Grupul de Actiune Locala Dobrogea Centrala – GAL**

- Constantin Livadariu (CL)
- Gabriela Livadariu (GL)
- Bogdan Cocuz (BC)
- Marioara Nicolaescu (MN)

### Discussions

#### **Day 1 -11<sup>th</sup> of November, 2013**

First day of the project meeting was dedicated to technical and administrative discussions devoted especially to the further Interim report. In the end of the day the participant were invited to visit RES facilities of the host, Agricultural Technical School from Tulln. The main topics of the day are as follows;

1. Agenda of the meeting was presented by P5, as host and P0, as project coordinator.
2. MZ from P5 presented the agenda for the next days in Tulln.
3. The indicators of the project were discussed by the consortium of partners, and according to the application form these are the following:
  - a. Project Management Plan;
  - b. Setting up of project steering committee and coordinators of the project from each partner;
  - c. Organization of two transnational meetings
  - d. Acquisition of video conference and IT equipment
  - e. Translation of innovative materials in Romanian, Spanish and Turkish languages.
  - f. Printing of 1000 brochures by P3, P5 and P6.
  - g. Three training sessions for trainers for "Handbook for generic technical guidelines" organized in ES, RO, TR.
  - h. Organizing of two training sessions for trainers - second part Theoretical and practical training session" in ES, RO, instead of three, due to the fact that the training session in TR was postponed because of some religious holidays.
  - i. Elaboration of Quality Handbook of TRAIN-RES project.
  - j. Organization of 17 awareness seminars in ES, TR, and RO.
  - k. Designing and setting up the web page of the project.
4. MZ from P5 presented the agenda for the next days in Tulln.
5. The participants were invited to present their reports based on the achievement of these indicators, to present difficulties encountered during the implementation of the project, and to suggest actions for improving of the implementation of the project.
6. ERA from P0 presented TRAIN-RES results achieved and the progress made on the corresponding working packages.
7. VVP from P3 presented Technical report of IRMA SL.
8. NK from P4 presented Technical report of MCMYO.
9. MZ from P5 presented Technical report of IRPOG.
10. CL from P6 presented Technical report of GAL
11. ERA from P0 presented Technical report of OUC.

## **Conclusion of the first day of meeting**

1. Generally, the indicators were achieved by each partner. The exceptions are as follow:
  - due to the administrative issues, P3, P4 and P5 did not spent the funds allocated for the video conference and IT equipment. This activity is postponed in the second year of implementation of the project.
  - the second training session in TR was postponed because of some religious holidays.
  - P3 and P5 did not print brochures or any dissemination material due to the fact the all Consortium agreed to print these materials in the second year of implementation of the project, when there are more results of the project to be disseminated.
2. In WP5 P4 and P6 have to prepare the training packages for testing, validation and adapting them.
3. The Consortium of Partners agreed on the fact that the TRAIN-RES web site and learning platform should be accessed by different interest groups using an account and password.

4. In order to certify the RESCEVET Center, there must be organized at least 3 courses. The procedures for certifying this Centre should be started but not ended during the implementation of the project.
5. The Interim Report should be finalized up to 30<sup>th</sup> of November 2013.
6. In order to finalize the Interim Report, the participants have concluded that it must be completed with results of F.3.1 as following:
  - WP2 – result no. 2+5
  - WP3 – result no. 9 (ES+RO) and results no. 8 (ES+RO)
  - WP6 – result no 4
  - WP8 – result no. 12.

## **Day 2 (12<sup>th</sup> of November, 2013)**

During the second day of transnational meeting, in order to argue and consolidated the innovative education materials, the host, P5 facilitated technical visits to a photovoltaic system located at the Exhibition Centre in Tulln, to the biogas plant located in Reidling, at wind energy plant at Statzendorf, and water-power plant located in Grafenwörth.

## **Day 3 (13<sup>th</sup> of November, 2013)**

The first part of the third day of the transnational meeting was dedicated to technical meeting between Consortium of Partners and manufacturers and providers of pellets- and wood chip heating systems.

There were discussions regarding the usage of these systems in each participating country, the needs, the prices, and the state subsidies.

The main conclusion of the debates was that these systems are very useful, and should be implemented if some subventions could be allocated.

The second part of the First day of the project meeting was dedicated to financial, administrative issues and for reviewing of work plan, allocations of tasks, responsibilities and deadlines for all partners AT, TR, ES, RO.

## **Conclusions of the third day of the conference and deadlines:**

1. The Steering Committee agreed on the dates for the next two transnational project management meetings:
  - a. In month 18 of the project implementation from 27<sup>th</sup> to 29<sup>th</sup> of May 2014 organization of project management meeting in Turkey - Kayseri.
2. M24 – 20<sup>th</sup> - 22<sup>nd</sup> of October 2014 organization of project management meeting in Spain - la Virgen del Camino.
3. WP6: Deadline for the Guide for Teachers final draft: 14<sup>th</sup> of February, 2014. By then, all the partners should have this Guide prepared by P1. Each of the partners must translate and adapt it until the 28<sup>th</sup> of March 2014.
4. WP6: Detailed presentation of educational materials adapted for each country: RO, TR, ES.  
In WP6, 6 teaching units (course modules) and 2 educational guides must be prepared, each teaching unit containing:
  - motivation;
  - proposal;
  - training by teaching unit;
  - conclusions;
  - recapitulation;
  - personal contributions.
5. WP6: Each of these course module must award 3 or 4 competences in concordance with its number of hours allocated.

6. WP6: P1 must prepare one Guide for Teachers.
7. WP6: Each partner must prepare one Guide for Students with content that should refer to the 6 Training Modules.
8. WP6: The translated materials from RECORA must be adapted to each country's specific and must contain the name of the trainer.
9. WP6: A helping model for this Guide will be made available from P3 until 20<sup>th</sup> of November 2013.
10. Quality assessment plan and handbook has been presented by P1. For this plan the organization chart must be filled with the current staff/team members and with their positions. If any of them has been changed, there has to be specified the motivation of this modification.
11. The evaluation tools must be filled for the 1<sup>st</sup> and for the 2<sup>nd</sup> meeting.
12. Short review of work plan:
  - Activity 1.1
    - M18 – 26-28<sup>th</sup> of Mai 2014 – 3 days seminars in TR
    - M24 – 20-22<sup>nd</sup> of October 2014 – 3 days seminars in ES; dates will be further discussed in M18 - TR;
  - Activity 4.1
    - 18-20<sup>th</sup> of February 2014 – 3 days seminars in TR
    - 3-7<sup>th</sup> of March 2014 – 5 days seminars in ES
    - 14-16<sup>th</sup> of January 2014 – 3 days seminars in RO
  - Activity 5.1
    - Training for 20 persons:
      - 10-14<sup>th</sup> of April 2014 in RO
      - 10-14<sup>th</sup> of April 2014 in ES
      - 7-11<sup>th</sup> of April 2014 in TR
13. P3, P5, and P6 should print their materials in English.
14. Until the end of April 2014 all the partners should present ideas for improving e-learning platform.
15. There should be at least one virtual meeting per month. The first one will be held on the 3<sup>rd</sup> of December 2013 at 11:30 CET.