

<p>The SEEVET-Net and Chambers Investment Forum Workshop:</p> <p>ESTABLISHMENT OF A REGIONAL KNOWLEDGE PLATFORM FOR WORK BASED LEARNING IN SEE</p> <p>(Promotion of work-based learning and development of joint occupational standards)</p> <p>Towards a joint regional project - part 2</p> <p>14th and 15th March, Podgorica, Montenegro</p> <p>Centre Ville Hotel, Cetinjska 7, The Capital Plaza, Podgorica, Montenegro</p> <p>DRAFT AGENDA</p>	
<p>Goals of the workshop:</p> <ul style="list-style-type: none"> - Confirm the focus on the chosen clusters and define the countries' participation in 4 clusters (tourism and catering; transport and logistics; construction industry; food processing) - Elaborate in concrete details the objectives, results, activities, outputs, methodology of the project - Define the roles partners play in the implementation of activities and outputs - Define the applicants - Agree on the next steps (2 projects – Erasmus+ and ADA, budget, partnerships agreements, mandate letters...) 	
<p>13th September</p>	
<p>20:00</p>	<p>Arrival of participants</p> <p>Dinner</p>
<p>14th September</p>	
<p><i>Chair of the meeting – Mr Duško Rajčević, director of the Montenegrin Centre for Vocational Education and Training (host)</i></p> <p><i>Facilitator – Tina Šarić, ERI SEE, Director</i></p>	
<p>09:00 – 9:30</p>	<p>Registration and welcome coffee</p>
<p>9:30 – 9:50</p>	<p>Welcome address:</p> <ul style="list-style-type: none"> - Tamara Tovjanin, Montenegrin Ministry of Education - Mr Duško Rajčević, director of the Montenegrin Centre for Vocational Education and Training - Monika Mott, Head of education of KulturKontakt Austria - Tina Šarić, ERI SEE Director

9:50 – 10:10	Introduction: <ul style="list-style-type: none"> - What has been done so far - Goals of this workshop
10:10 – 11:15	Clusters/Sectors and occupations agreement <ul style="list-style-type: none"> - Decision on economic sectors to be dealt with within the project: Do we continue with four sectors/clusters? - Decision by partner countries which clusters (up to two each) they join – formation of clusters - In clusters: narrowing down the potential fields of occupation (greatest needs for renewal; emerging new occupations, WBL potential, regional labour mobility potential)
11:15 – 11:30	Coffee break
11:30 – 12:45	Elaboration of the project concept note (part 1) – Focus on objectives, purpose, expected results and outputs <ul style="list-style-type: none"> - Discussion in the working groups: Review of the purpose, objectives and expected results outlined in the draft project concept and overall coherency and feasibility of project concept (regional occupational standards, regional learning community on WBL and piloting of occupational standards with strong elements of WBL); identifying quantifiable and qualifiable indicators
12:45 – 13:30	Presentation of results of the Discussion 1 and joint conclusions
13:30 – 14:30	Lunch
14:30 – 16:00	Elaboration of the project concept note (part 2) – Focus on the development of methodology to be used – for occupational standards, translation into qualifications standards, piloting and monitoring (Activities to achieve the identified results: regional activities in support of national reform steps, activities at national level to support the dissemination of regional results, involvement of the stakeholder (business sector, VET providers, etc) consultations with policy makers...), defining the capacity building activities needed <ul style="list-style-type: none"> - Discussion in the working groups on the activities to be undertaken to define the common methodology
16 00 – 16 30	Coffee break
16:30 – 17:15	Presentation of the results of the Discussion 2 and joint discussion
17:15 – 17:30	Closure of day 1
20:00	Dinner
15th March	
Continuation of the work from the day before	
9:00 – 10:00	Elaboration of the project concept note (part 3) – Focus on Learning communities of practice (concrete activities – peer learning, exchange of

	documents, exchange of experiences, study visits, round tables..., topics, target groups, dissemination, sustainability...) - Discussion in the working groups
10:00 – 10:45	Presentation of the results of the Discussion 3 and joint conclusions
10:45 – 11:15	Coffee break
11:15 – 12:15	Elaboration of the project concept note (part 4) – Development and use of the knowledge-based platform for work-based learning (activities regarding the development of the platform, content, dissemination, target groups, national and regional exploitation, maintenance...) - Discussion in working groups
12:15 – 13:00	Presentation of the results of the Discussion 4 and joint conclusions
13:00 – 14:00	Lunch
14:00 – 15:00	Agreement on further steps: - Sharing information during the preparation of projects - Next steps in the development of the project Closure of the meeting
15:00 – 15:30	Coffee Break
15:30 – 17:00	Erasmus+ Session – Focus on management issues - Applicant and “assistant applicant” - Collecting additional input – agreements on the communication between partners in the preparation of the project - Additional input – involvement of external bodies, stakeholders, policy-makers in the planned activities - Technical requirements (PIC numbers, Mandate letters) - Definition of work-package/activity sets leaders and assistants - Announcement of the partnership agreements - Budgetary issues (categories of funding, budget calculation methods – explanation) - Communication during the application procedure, communication during the project implementation
17:00 – 17:15	Closure of the meeting
20:00	Dinner