

SMALL ENTERPRISES' INSTITUTE Hellenic Confederation of Professionals, Craftsmen and Merchants

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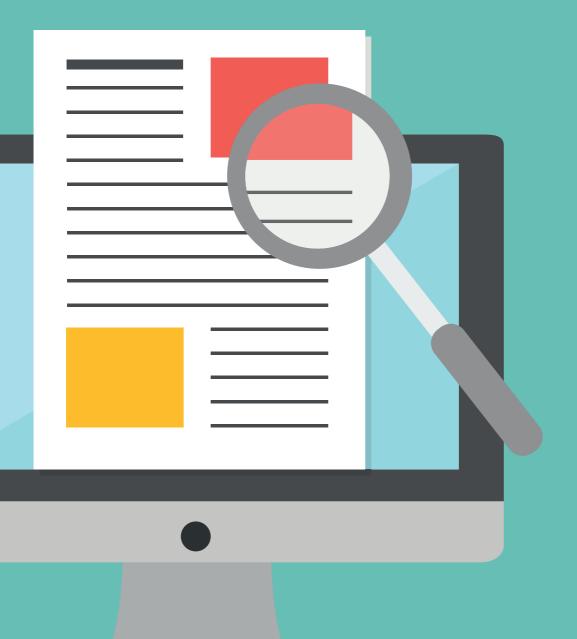
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## Profile description of GSEVEE and its organisations (IME GSEVEE and KEK GSEVEE)







Since 1919, the Hellenic Confederation of Professionals, Craftsmen, and Merchants (GSEVEE) has been representing employers of small enterprises and self-employed professionals with business activity in the manufacturing, trade and services' provision sectors.

GSEVEE is participating actively in the social dialogue and is one of the social partners taking part in the collective bargaining for the conclusion of the National General Collective Agreement. GSEVEE's main aim is todefend, advance and consolidate the professional, economic, and social interests of enterprises, by contributing to the improvement of the business environment and the Greek economy in general.

GSEVEE is the largest representative organisation of small enterprises with major representativity in both local and sectoral level. It incorporates 59 local and 30 sectoral federations, in which 1100 unions take part, featuring approximately 140,000 registered members (natural persons- entrepreneurs).

Through GSEVEE the voice of some of the most significant and populous professions of the Greek labour market is heard, in basic sectors of the economic activity, such as the construction sector (electricians, plumbers, refrigeration technicians, alumina manufacturers, glaziers, etc.), car repair (automotive engineers, car body repairers and stainers, electricians etc.), food sector (confectioners, bakers, restaurant owners, butchers, tuck-shop owners etc.), as well as other professions in the provision of services (tax consultants, real estate agents, beauticians, dry cleaners, preparatory schools, hair dressers, goldsmiths and silversmiths, photographers, driving instructors, gas station owners, carpenters, locksmiths etc.).





The Small Enterprises' Institute of the Hellenic Confederation of Professionals, Craftsmen, and Merchants (IME GSEVEE) is a non-profit organisation that carries out studies and surveys, acting as GSEVEE's scientific advisor.

Under the scope of its principal activities, it provides GSEVEE with documentation for the development of positions, and it looks into, evaluates, and compiles policy proposals on economic growth, finance of enterprises, taxation, employment, social security, competition and upgrading skills of small enterprises' human resources.

In parallel, IME GSEVEE plans and implements educational and vocational training programmes with the purpose of reinforcing the skills of enterprises' human resources, and consultancy support actions for enterprises, which foster entrepreneurship and innovation but also promote the reinforcement and development of sustainable and competitive enterprises.

#### **Main objectives of IME GSEVEE**

By producing studies and scientific surveys, , managing integrated projects and implementing lifelong learning programmes, IME GSEVEE aims to contribute to:

1) diffusing the knowledge generated from and into the enterprises;

2) supporting micro and small enterprises' adaption, expansion and qualitative growth in the framework of the contemporary socio-economic and technological developments;

3) evaluating and influencing the public strategies and policies concerning SMEs, in both national and European level;

4) effectively utilising both private and public resources, intended for micro and small enterprises;

5) developing positive synergies and constructive partnerships among stakeholders that participate in the entrepreneurial activity;

6) effectively managing and implementing the decisions reached by GSEVEE and its members and supporting actions of public consultation and collective bargaining;

7) exploiting both private and public resources, intended for micro and small enterprises.

8) developing, modernising and updating occupational profiles, and ensuring reliable and professionally beneficial procedures regarding the certification of vocational qualifications for micro and small enterprises' employees;

9) planning, organising, implementing, managing and evaluating lifelong learning and vocational training programmes, as well as upgrading the quality of lifelong learning and increasing adults' participation in it;

10) planning, managing and implementing projects for social economy, and public and social benefit in general;

11) planning, implementing and evaluating actions pertaining to consultancy, mentoring, boost of entrepreneurship and innovation, support of synergies and clusters, for enterprises;





12) supporting actions of environmental awareness, improvement of health and safety conditions in the workspace, protection of the consumer and in general actions concerning the social responsibility of small enterprises;

13) planning and implementing actions of consultancy support and professional guidance for self-employed, employees, employees and unemployed persons;

14) supporting micro and small enterprises' inclusion in the implementation of apprenticeship schemes, traineeships and work experience acquisition by young students;

15) developing, expanding and preserving cooperation networks with scientific, research and professional institutions, in order to mutually promote actions to the benefit of small enterprises.

#### **Administrative bodies**

The Administrative bodies of the Institute consist of the General Assembly and the Administrative Council. The General Assembly sets forth the strategy of the institute and elects the Administrative Council.

The Administrative Council is responsible for the administration of the institute, as well as the management of its resources and property assets, during the periods between the meetings of the General Assembly. Its scope of competence includes, without limitation: (a) carrying out the guidance set forth by General Assembly across all areas of interest and fields of action and (b) paving future paths for actions, by taking into consideration members' proposals and the evaluation of past activities thereof.





Vocational Training Centre of the Hellenic Confederation of Professionals, Craftsmen and Merchants (KEK GSEVEE) was founded upon initiative of the Hellenic Confederation of Professionals, Craftsmen, and Merchants in 1955 as a non-profit and nation-wide training entity, aiming to cover the increased needs of both employers and employees of the Greek Small and Medium-sized Enterprises in lifelong learning, further educational and vocational training.

KEK GSEVEE, withup-to-date educational infrastructure in Athens, Thessaloniki, Ioannina, Larissa, Patras and Iraklio, is a certified vocational training centre, by the National Organisation for the Certification of Qualifications & Vocational Guidance (EOPPEP). Through its integrated and innovate training actions KEK GSEVEE aims at the up-grade, recognition and consolidation of knowledge and skills and generally the promotion of lifelong learning in small and medium-sized enterprises.



# **Projects of IME GSEVEE**





IME GSEVEE implements independently or in collaboration with other organisations in Greece and abroad, numerous projects on contemporary thematic fields concerning small and medium sized enterprises. The main projects of IME GSEVEE are the following:

- 1. Network for the empowerment of the small enterprises' entrepreneurship
- 2. Actions for the enhancement of innovation and cooperation in small enterprises
- 3. Business support services for small and medium sized enterprises at the municipality of Athens on entrepreneurship and clustering, aiming to strengthen innovation and competitiveness
- 4. Training/ retraining programmes for self-employed persons and employees across the entire economic spectrum
- Actions for the adjustment of professions represented by GSEVEE in the current financial crisis, through pilot programmes of technical training and counselling – support of vocational qualifications certification
- 6. Lifelong learning programmes conducted by the social partners for the development of horizontal and social skills
- 7. Lifelong learning programmes for the employees of small enterprises
- 8. Open Up Entrepreneurship
- 9. Identification and prediction of skills' requirements: Initiatives undertaken by the social partners in the frame of National System for Diagnosis of Labour Market requirements
- 10. Accessing the labour market: Acquisition of professional experience for graduates of IEK, EPAS and EPAL
- 11. Upgrading the construction sector workforce and training qualification in Greece-UPSWING
- 12. Develop innovative apprenticeship network of vocational schools and very small enterprises in the metal construction sector INNO APPRE-NET
- 13. Companies as sustainable partners for apprenticeship in Greece and Cyprus
- 14. Promoting and Implementing European principles of quality assurance in higher vocational education and training (QA HiVETnet) in 5-7 EQF levels
- 15. Building learning societies: Promoting validation of non-formal and informal Learning
- 16. Enhancing the workforce skills in the energy efficiency and renewably energy sources BUILD UP Skills Greece (BUS-GR)
- 17. Action plan for the promotion of women in the decision-making centres of of GSEVEE institutional bodies
- 18. Subsidie of National Center for Social Research (EKKE) on the development and dissemination of corporate social responsibility in the Municipality of Athens
- 19. Initiative for the creation of jobs at local level, through public benefit programmes
- 20. Enhancement of the institutional and entrepreneurial capacity of GSEVEE
- 21. Initiatives undertaken by the social partners for restoring trust and strengthening their effective participation in the social dialogue

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#### Network for the empowerment of the small enterprises' entrepreneurship

Financing scheme: Operational Programme "Human Resources Development", NSRF 2007-2013

Implementation period: 2011-2015

Role of IME GSEVEE in the project: Beneficiary

Project's website: www.diktyo.imegsevee.gr

#### Short description:

The project concerns the provision of customised business support services for small and medium sized enterprises, in order to help them improve their position in an ever-changing business environment. The fields of the business support services have been designed based on the results of a study conducted for the identification of needs. These fields aim to cover areas, such as sales promotion, financing, accounting, development of exportation activities, quality management, competition agenda, health and safety conditions in the workplace, as well as other topics for which support and guidance may be required for micro and small enterprises. In parallel, limited-scale mentoring services are offered to enterprises which call for guidance, professional assistance and need to reset their goals, in order to achieve orderly functioning and further sustainable development. The project is conducted on a national scale.

#### Targets - expected results:

906 enterprises receiving support concerning entrepreneurship

27 enterprises receiving mentoring support.

- 4 federations / trade unions of GSEVEE receiving support
- 2 guides
  - Nine plus one answers for the small, dynamic enterprise
  - Mentoring: a first approach and good practice examples

4 studies

- Development of a system dedicated to the advisory structures, empowerment and support of small enterprises' entrepreneurship
- Identification and analysis of mentoring systems for the empowerment of the entrepreneurship in Greece and European Union
- Evaluation of the advisory structures held in other EU countries, with the purpose to support Small Medium Enterprises (SMEs)
- External evaluation of the project



## 02 Actions for the enhancement of innovation and cooperation in small enterprises

Financing scheme: Operational Programme "Human Resources Development", NSRF 2007-2013

Implementation period: 2011-2015

Role of IME GSEVEE in the project: Beneficiary

Project's website: www.kainotomia.imegsevee.gr

#### Short description:

The project concerns the implementation of actions to support innovation and the business networking, with the purpose of strengthening the innovative activity and competitiveness of small enterprises. These actions primarily concern the information provision and vocational training for enterprises, while on a second level they focus on the provision of customised business counselling.

More specifically, the customised business support covers a broad spectrum of issues, regarding: i) innovation management, ii) business networks coaching and support (e.g. clusters), iii) intellectual property management, iv) business brokerage (business meetings/visits) aiming to empower the partnership perspectives among enterprises and/or innovation-related organisations.

The project is conducted on a national scale.

#### Targets - results:

114 enterprises receiving innovation support

- 27 enterprises receiving support on intellectual property management.
- 9 clusters receiving support
- 10 business visits abroad
- 3 Business-to-Business meetings (B2B)
- 8 vocational training programmes on innovation

130 trainees

#### **Teaching material**

- 3 guides
  - Innovation Guide for small enterprises
  - Clustering Guide for small enterprises
  - Intellectual Property Guide for small enterprises
- 5 studies
  - Development of clustering across small enterprises
  - Innovation across small enterprises
  - Innovation, clustering and small enterprises
  - Mapping of technological, organisational and financial innovation
  - External evaluation of the project



# 03 Business support services for small and medium sized enterprises at the municipality of Athens on entrepreneurship and clustering, aiming to strengthen innovation and competitiveness

#### Financing scheme: Operational Programme "Attica", NSRF 2007-2013

#### Implementation period: 2014-2015

#### Role of IME GSEVEE in the project: Lead partner

**Consortium:** IME GSEVEE, Institute of Trade and Services of the Hellenic Co-federation of Trade and Entrepreneurship-INEMY ESEE

Project's website: www.entosathinon.gr

#### Short description:

The project concerns the development and implementation of an integrated support mechanism for small and medium sized enterprises, with activity at the Municipality of Athens. In this framework, several business support services are put in place, aimed to strengthen entrepreneurship and innovation. Moreover, support services are offered to groups of enterprises seeking to formulate clusters, in order to promote their business development plans. The portfolio of the business support services is complemented by the action for the design and promotion of business routes across the city of Athens; these routes operate as a tool for the promotion and development of SMEs, utilising the history, the cultural assets and the evolution of business activity in the city.

The aim of the project is to improve the operation of small and medium sized enterprises, boost their sustainability and help them adjust to the modern requirements of innovative entrepreneurship, by using cutting-edge business support methods and tools.

#### Targets - results of the consortium:

Business support services to 618 enterprises regarding entrepreneurship and innovation (318 IME GSEVEE) 4 clusters supported (2 IME GSEVEE)

10 business routes formulated (4 IME GSEVEE)

1 digital platform designed

2 information event

1 information and awareness raising campaign (information material, posts, website etc.).

- 4 studies
  - Diagnostic analysis of the SMEs needs in the Municipality of Athens
  - Development of urban clusters
  - Planning and developing business routes in the city of Athens
  - External evaluation of the project



Training/ retraining programmes for self-employed persons and employees across the entire economic spectrum

Financing scheme: Operational Programme "Human Resources Development", NSRF 2007-2013

Implementation period: 2012-2015

Role of IME GSEVEE in the project: Lead Partner Consortium: IME GSEVEE, INE GSEE, INEMY ESEE, IEKEM TEE, KEK GSEVEE, KEK INE GSEE, KAELE ESEE.

Project's website: www.epanakatartisi.gr

#### Short description:

The project concerns the implementation of training programmes across horizontal knowledge and skills, addressed to self-employed persons and employees of the private sector. The programmes aim at offering the trainees general,vocational and social skills, that will ultimately help them enhance their self-development and personal evolution abilities and cope more effectively with the demands of their professions and jobs.

The thematic modules of the training programmes respond to the needs of the modern enterprise and can be grouped as follows:

1) Dealing with the financial crisis (specialised intervention techniques, formation of clusters, green entrepreneurship, social economics, etc.).

2) Organising and running a micro or small enterprise (logistics, detection of alternative suppliers, obligations towards the public sector, business-to-business partnerships/ B2B).

3) Empowering the intra-personal competencies (organisational, communication and conflict management skills in the workplace).

The project is conducted on a national scale across all thirteen (13) regions of Greece.

#### Targets- results of the consortium:

18,618 trainees (6,559 IME GSEVEE)
916 training/retraining programmes (340 IME GSEVEE)
11 training manuals
11 instructors' guides-teaching drafts
916 evaluation reports
13 texts for the identification of training needs (1 per region)
Publicity material (website, project's information material)
1 study

- Internal evaluation of the project

#### **Distinctions:**

The project was acknowledged as one of the 30 best projects/good practices implemented in the framework of the European Social Fund (ESF) in Greece for the period 2007-2013.



# 05 Actions for the adjustment of professions represented by GSEVEE in the current financial crisis, through pilot programmes of technical training and counselling – support of vocational qualifications certification

Financing scheme: Operational Programme "Human Resources Development", NSRF 2007-2013

Implementation period: 2013-2015

Role of IME GSEVEE in the project: Beneficiary

#### Short description:

The project comprises of two interlinked action pillars: the first pillar concerns the design and implementation of technical, vocational training in specialised fields, based on certified, vocational profiles of technical specialisations.

The programmes feature the following thematic modules:

- 1) Photovoltaic systems and Renewable Energy Sources (RES).
- 2) Smart electrical installations and remote management.
- 3) Geothermal energy Solar thermal energy Energy saving techniques.
- 4) Technical training of plumbers.
- 5) Hybrid cars' technology.
- 6) Diesel-engine systems.
- 7) Replacement of coolant in car's A/C.
- 8) Technical training of professional locksmiths.
- 9) Training of school canteens' managers.
- 10) Management of greenhouses gases coming from cooling substances (refrigerators / air conditions).
- 11) Technical training of refrigeration engineers.
- 12) Technical training of glaziers.
- 13) Technical training of driving and road safety instructors.
- 14) New food & culinary standards.
- 15) Modern techniques and special processing for carpets-tapestries cleaning.
- 16) New construction related techniques for the production of alumina and iron.
- 17) Technical training of insulation / sealing professionals.
- 18) Property evaluation and new legislation governing the real estate agencies.
- 19) Technical training of laundry professionals.
- 20) Training of maintainers/installers/ of liquid and gaseous fuels' burners.
- 21) Specialised beautician techniques: Permanent make-up and cosmetic tattoo.
- 22) Training of elevators' technicians on the new installation and maintenance standards.
- 23) Management of food hygiene and safety standards at butchers' shops.

The second pillar concerns the support and preparation of selected teams of trainees who wish to pass the exams for the certification of their vocational qualifications.

The project is conducted at a national scale in cooperation with all the Federations-Trade Unions, members of GSEVEE and concerns basic professions represented by GSEVEE, such as electrical engineers, plumbers, refrigeration engineers, alumina manufacturers, glaziers, locksmiths, mechanical engineers, auto body

repairers, restaurant owners, butchers, cantinas' managers, beauticians, dry cleaners, driving instructors etc.

The main objective of the project is obtaining/updating vocational knowledge and skills, but also the effective fortification and acknowledgement of the professional qualifications through certification procedures.

#### Targets - results:

6,000 trainees 1,500 trainees receiving certification 23 training manuals 23 training guides 23 training programmes outlines 327 training programmes 1 study - External evaluation of the project





### 06 Lifelong learning programmes conducted by the social partners for the development of horizontal and social skills

Financing scheme: Operational Programme "Education and Lifelong Learning", NSRF 2007-2013

Implementation period: 2013-2015

Role of IME GSEVEE in the project: Partner Consortium: KANEP GSEE Lead Partner, IME GSEVEE, ESEE, Social Multicenter of ADEDY

Project's website: diaviou-koinonikoietairoi.gr

#### Short description:

The project concerns the implementation of lifelong learning programmes addressed to employees of public and private sector, self-employed persons and affiliated members of small business units. These are specialised programmes for upgrading knowledge, competencies and skills which aim at developing fundamental, horizontal and social skills ("career skills"). More specifically, the basic thematic modules are:

- 1. Discrimination and otherness issues in the workplace.
- 2. Written speech and communication (oral and non-verbal) skills of employees.
- 3. Conflict management in the workplace.
- 4. Economic and business literacy.
- 5. Post-cognitive skills.
- 6. Elements of contemporary labour legislation and labour relations in the modern economic environment.

7. Negotiation practices and techniques between employees and employers in the developing business environment and the notion of consultation.

- 8. Social economics and innovative business forms.
- 9. Lifelong learning and certification of qualifications.
- 10. Workplace and collective bargaining under the new socio-economic framework.
- 11. Social policy and social insurance.
- 12. Issues of economy and work life.
- 13. New technologies and entrepreneurship in small enterprises.
- 14. Foreign business terminology.

15. Intervention techniques in the business operation and techniques dealing with the crisis and the negative economic conditions- The operation of an enterprise under financial crisis conditions.

- 16. English lessons: Workplace-orientated language learning programmes.
- 17. Training for the representation in public services.

18. Training of public servants for the development of cooperation skills by implementing specialised IT and communication skills per target-group.

- 19. Health and safety conditions in the workplace.
- 20. Disaster response plans.
- 21. Administrative and organisational skills.

The training programmes use the "blended learning" methodology, consisting of 35 training hours of in

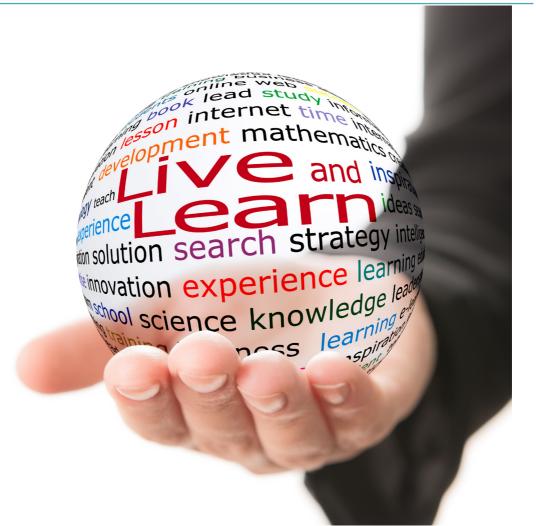
person learning and 35 hours of distance learning.

The main target of the project is to modernise and upgrade the social-horizontal skills of employees, in order to help them enhance their adjustment and facilitate their integration in cutting-edge professions, as well as to develop innovative actions and undertake new business initiatives. In parallel, acquiring or enhancing one's social skills offers a significant, comparative advantage for the evolution and distinction of employees in the modern labour market.

One of the key novelties of the project is that it has been designed and will be implemented by IME GSEVEE a mentoring action for trainees, in order to bridge the training results with the professional and personal life of the beneficiaries. The project is conducted across the Regions of Eastern Macedonia-Thrace, Attica, Northern Aegean, Central Macedonia, Western Greece, Western Macedonia, Epirus, Thessaly, Ionian Islands, Crete and Peloponnese.

#### Targets - results of the consortium:

6,400 trainees (1,640 IME GSEVEE)
327 lifelong learning programmes (88 IME GSEVEE)
Complete training material (trainee handbook, instructor's guide etc.) for 21 modules
828 beneficiaries receiving mentoring support offered
1 e-learning platform and interactive training material
1 external evaluation of the project



Lifelong learning programmes for the employees of small enterprises

Financing scheme: Operational Programme "Education and Lifelong Learning"-NSRF 2007-2013

Implementation period: 2010-2014

Role of IME GSEVEE in the project: Beneficiary

#### Short description:

The project concerns the implementation of lifelong learning programmes for employers, self-employed persons, employees and affiliated members of small and micro enterprises.

The programmes feature the following thematic modules:

- 1) Information and communication technologies- internet applications in small enterprises.
- 2) Entrepreneurship.
- 3) First Aid techniques in the workplace.
- 4) Environmental awareness.
- 5) Specialised Greek and foreign business/professional terminology for small enterprises.
- 6) Adults' education: principles and methods.

The main objective of the programmes is to boost the productivity of small enterprises by highlighting the business culture, improving the IT management skills and by meeting the identified training needs in individual specialised fields (health and safety, environmental protection, adults' education, etc.). The project is conducted on a national scale.

#### Targets - results:

4,736 trainees

303 lifelong learning programmes

Training material for 14 training modules

5 informative day-conferences for the presentation of the results

1 conference

4 studies

- The vocational education and training in Greece: weaknesses, possibilities and perspectives
- Identification of training needs and impacts of operational programmes on small enterprises
- Incentives and obstacles concerning the adults' participation in lifelong education
- External evaluation of the project



Open Up Entrepreneurship

Financing scheme: Erasmus+/Education and training

Implementation period: 2015-2017

Role of IME GSEVEE in the project: Lead partner Consortium: University of Patras, University of Manchester, University of Bari, BIC Burgos

#### Short description:

The overarching objective of the project is to create open educational means on entrepreneurship, by using innovative practices and tools. The open learning environment to be developed, shall be used for training micro and small enterprises (employers and/or self-employed persons) -as well as potential entrepreneurs (e.g. students)- on the basic principles of international, e-entrepreneurship, in order to improve those skills and knowledge required for the exploitation of opportunities, stemming from the digital economy.

The project shall develop and apply an open, electronic educational workshop, with the view of spreading the use of technological tools and helping participants to magnify the benefits of the digital economy for their current or future enterprises.

#### Targets - expected results of the consortium:

1 educational blueprint 1 digital educational platform open educational tools/material good practices and guidelines on open entrepreneurship publicity material 3 studies

- Educational needs analysis in entrepreneurship agenda
- Evaluation of the pilot application
- External evaluation of the project



# 09 Identification and prediction of skills' requirements: Initiatives undertaken by the social partners in the frame of National System for Diagnosis of Labour Market requirements

Financing scheme: Operational Programme "Human Resources Development", NSRF 2007-2013

Implementation period: 2015

Role of IME GSEVEE in the project: Lead partner

Consortium: INE GSEE, INEMY ESEE, House of Hellenic Industry, SETE Institute

#### Short description:

The project is part of the National System for Diagnosis of the Labour Market needs and specifically concerns the contribution of institutional social partners GSEVEE (Hellenic Confederation of Professionals, Craftsmen and Merchants), SEV (Hellenic Federation of Enterprises), ESEE (Hellenic Co-federation of Trade and Entrepreneurship), SETE (Association of Greek Tourism Enterprises) and GSEE (Greek General Confederation of Labour) in the construction, institutionalisation and especially the functional integration of the National System for Diagnosis, via activities aimed to detect the skills required by the labour market. The primary goal of the project is to survey, record and forecast all the labour market's needs for skills nationwide and across sectors of the Greek economy; secondly, it aims at providing timely and reliable information towards the local labour markets, vocational guidance units and educational and training sub-systems of the country, in order for them to adjust in the ever-changing needs for human resources' knowledge, skills and competences.

The scope of the project is to conduct two Panhellenic quantitative "General Surveys of Skills' Diagnosis", one dedicated to the employers and another one to the employees, mainly focusing on the horizontal skills required by the current employment structure in Greece (companies-employees), as well as four qualitative studies (one by each employers' representative body) regarding the special vocational skills across dynamic sectors and professions of the Greek economy.

The planning of the methodology and scientific specifications thereof, is taking place in collaboration with the National Institute of Labour and Human Resources (NILHR).

#### Targets - expected results:

General survey for employers (Panhellenic quantitative survey)

General survey for employees (Panhellenic quantitative survey)

4 qualitative studies for special vocational skills' needs across selected dynamic sectors and professions in the Greek economy



## **10** Accessing the labour market: Acquisition of professional experience for graduates of IEK, EPAS and EPAL

Financing scheme: Operational Programme "Education and Lifelong Learning", NSRF 2007-2013

Implementation period: 2014-2015

#### Role of IME GSEVEE in the project: Partner

**Consortium:** INE GSEE-Lead Partner, KANEP GSEE, IME GSEVE, KEK GSEVEE, INEMY ESEE, KAELE ESEE, INSETE, EEDE

Project's website: diasindesi.gr

#### Short description:

The project concerns the development of an incentive scheme addressed to the graduates of the Vocational Education-Training centres (more specifically the Institutes of Vocational Training-IEK, the Professional Schools-EPA.S, Professional Lyceums-EPA.L), helping them to gain professional experience by positioning them in various enterprises. This professional experience will help them claim better jobs since they will be featuring upgraded competencies and skills. The project is divided in two distinct but inter-connected phases. The first phase concerns the attendance in the training programmes (duration: 80 hours) in the following modules:

1) Entrepreneurship and Innovation

- 2) New technologies
- 3) Conflict management and Communication
- 4) Administrative and Organisational skills.

The second phase starts right after the completion of the training programmes and concerns the 6-month apprenticeship in enterprises. There is a scholarship for the participants, to cover the expenses for their attendance in the training programmes and their professional experience acquisition.

The project aims at increasing the youth employment rates, upgrading their vocational and horizontal skills (communication, team work etc.) and familiarising them with real workplaces. The part of the project pertaining to the vocational training is conducted in the Regions of Eastern Macedonia-Thrace, Epirus, Western Greece, Thessaly, Peloponnese, Crete, Ionian Islands and Northern Aegean, while the part pertaining to the professional experience is conducted nationwide.

#### Targets - results of the consortium:

7,077 trainees (1,000 IME GSEVEE) 7,077 vacancies for professional experience acquisition (1,000 IME GSEVEE) Teaching material for 4 training modules 1 web platform Informative actions (information material, day-conferences) 1 study -External evaluation of the project



### **11** Upgrading the construction sector workforce and training qualification in Greece-UPSWING

Financing scheme: Intelligent Energy Europe Programme (IEE)

Implementation period: 2014-2017

#### Role of IME GSEVEE in the project: Partner

**Consortium:** Center for Renewable Energy Sources and Saving (CRES)-Lead Partner, IME GSEVEE, NTUA, EOPPEP, TEE, INE GSEE, Technical University of Crete

Project's website: http://skills-upswing.gr/

#### Short description:

The project was designed based on the priorities set out in the National Qualification Roadmap, developed under the project BUS-GR (Pillar I of BUILD UP Skills initiative) and concerns the provision of training and skills certification on the energy saving of buildings, according to the EU's energy efficiency targets (Europe 2020); it is also about three technical, vocational specialisations (aluminium/ iron workers, sealing technicians and burner installers/ servicers).

In the framework of the project will be implemented the following actions:

- Update and certification of the target-groups' occupational profiles, by integrating new skills on the energy saving and energy efficiency.
- Setting forth the requirements and rules governing each certification scheme, by enabling the active participation of the groups concerned, in order to respond to the real needs for each profession.
- Designing the required specialised vocational training programmes and creating the necessary teaching material.
- Developing a basic, horizontal training module on energy efficiency of buildings, addressed to all construction workers.
- Conducting pilot training programmes aimed to evaluate and improve the content.
- Qualifications' certification, as stipulated by the current institutional framework.
- Acknowledging and broadly applying the three schemes of vocational training and qualifications certification.

#### Targets – expected results of the consortium:

135 trained and certified professionals

45 trained trainers

3 new integrated training programmes on energy saving in buildings, for the three technical specialisations.

3 updated occupational profiles on energy efficiency, concerning the three technical specialisations. Conduction of 9 pilot training seminars (3 for each specialisation)

Conduction of 9 pilot training seminars (5 for each specialisatio

Conduction of 3 pilot programmes of trainers' training

Dissemination activities (informative material, day conferences)



### **12** Develop innovative apprenticeship network of vocational schools and very small enterprises in the metal construction sector – INNO APPRE-NET

Financing scheme: Erasmus+/ Education and training

Implementation period: 2014-2017

#### Role of IME GSEVEE in the project: Partner

**Consortium:** Manpower Employment Organisation(OAED)- Lead Partner, IME GSEVEE, INE GSEE, EVTA, BFI, CJD Maximiliansau

#### Short description:

The overarching purpose of this project is to develop joint European and national policies on apprenticeship schemes and therefore lead to a common understanding among principal policy makers and the representatives of the Metal Construction Sector (MCS), by developing a network between the Metal Construction Sector companies and the Vocational Apprenticeship Schools- of OAED.

The project is expected to define the learning needs and the "green skills" (energy efficiency and renewably energy resources), to design a 12-month curriculum featuring the specifications for an incompany apprenticeship-internship, to develop and implement e-learning tools and to design/deploy an intermediate networking mechanism for vocational training schools and micro enterprises in the Metal Construction Sector.

#### Targets - expected results of the consortium:

training platform
 Pan-European skills' survey
 apprenticeship programme
 studies
 inter-state thematic workshops
 final conference.
 national publicity events

3 Companies as sustainable partners for apprenticeship in Greece and Cyprus

Financing scheme: Erasmus + /Education and training

Implementation period: 2014-2016

Role of IME GSEVEE in the project: Consortium partner

**Consortium:** Manpower Employment Organisation(OAED)- Lead Partner, Institute of Educational Policy, INE GSEE, IME GSEVEE, Cyprus Productivity Centre, Cyprus Chamber of Commerce and Industry, Bundesinstitut für Berufsbildung

#### Short description:

The project aims at improving and assuring attractiveness, quality and effectiveness of the Greek and Cypriot apprenticeship system, through the transmission of know-how from countries with a tradition in properly operating apprenticeship; it also aims at mobilising Greek and Cypriot companies to become involved in the apprenticeship model.

The project's key actions are the following: identification and evaluation of innovative approaches and applications in existing apprenticeship systems, mapping the special characteristics of the labour market and the business environment in Greece and Cyprus, development of in-company procedures, incentives, methods and mechanisms of quality assurance, with regard to apprenticeship and the promotion of networking among companies and apprenticeship providers. The project focuses on small and medium sized enterprises (SMEs).

#### Targets - expected results of the consortium:

- 6 application guides
- 1 pilot application
- 3 inter-state thematic workshops
- 1 conference for the presentation of results
- 1 website
- 1 study

-Investigation of the existing apprenticeship model and business environment in Greece and Cyprus

### Promoting and Implementing European principles of quality assurance in higher vocational education and training (QA HiVETnet) in 5-7 EQF levels

Financing scheme: ERASMUS+/ Education and training

Implementation period: 2014-2015

Role of IME GSEVEE in the project: Partner Consortium: IBW-Lead Partner, IME GSEVEE, IFAPME, UEAPME, APCMA, ZDH

Project's website: http://www.qa-hivet.net/

#### Short description:

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The role of higher vocational education and training (leading to levels 5-7 of the European Qualifications Framework) is often underestimated due to the heterogeneous character of the various procedures, contents, quality criteria and training providers at EU level.

The main objective of the project is to help increase mutual trust between Higher Vocational Education-Training (HiVET) and Higher Education (HE). This target is feasible only with the formulation of European Guidelines and Principles on Quality Assurance in HiVET, which shall serve as a European reference point for all HiVET providers and the respective qualification certification bodies. In order to enhance the cooperation among interested stakeholders, a "European Network for the Quality Assurance in Higher Education and Training" shall be established, in order to further expand these guidelines.

#### Targets - results of the consortium:

5 national reports on quality assurance in higher vocational education and training (1 per country) 5 national networks of experts

- 5 national workshops
- 5 inter-state communication events
- 1 inter-state network titled "European Network for the Quality Assurance in HiVET"
- 1 website
- 1 European guide
  - European Guidelines and Principles on Quality Assurance in HiVET



### **15** Building learning societies: Promoting validation of non-formal and informal Learning

Financing scheme: Erasmus+/ Education and training

Implementation period: 2013-2014

#### Role of IME GSEVEE in the project: Partner

**Consortium:** La Ligue de l'enseignement- Coordinator, IME GSEVEE, SOLIDAR, EUCIS-LLL, ISI, ABF, GFTU, FIC, WEA, BFI, LEECP, CEMEA

Project's website: http://buildinglearningsocieties.org

#### Short description:

The project aims at developing specifications and means for the implementation of an awareness raising campaign concerning the validation of non-formal and informal learning (NFIL) outcomes, as a tool to further improve career perspectives for adults, and to further enhance opportunities for education and learning (boost of lifelong learning). The project is aligned with the European Commission's Recommendation regarding the validation of non-formal and informal learning (NFIL), while it also serves the objective for transforming European societies into "learning societies".

The above mentioned objective will be achieved by formulating and exchanging good validation practices on the NFLI outcomes, and by promoting validation of such qualifications as a necessity at EU level amongst adults, education and training providers, employers and trade unions, through the publication of a European guide featuring the respective guiding principles.

#### Targets - results of the consortium:

- 2 European seminars-workshops
- 8 national thematic workshops (1 per country)
- 8 policy proposals drafts (1 per country)
- 1 conference for the presentation of results
- 1 website
- 1 European guide
  - Guide for fostering the participation in NFIL and raising awareness on validation of NFIL learning outcomes



**16** Enhancing the workforce skills in the energy efficiency and renewably energy sources – BUILD UP Skills – Greece (BUS-GR)

Financing scheme: Intelligent Energy Europe Programme

Implementation period: 2012-2013

#### Role of IME GSEVEE in the project: Partner

**Consortium:** Center for Renewable Energy Sources and Saving (CRES)-Lead Partner, IME GSEVEE, NTUA, EOPPEP, TEE, INE GSEE, Region of Western Greece, Technical University of Crete

Project's website: www.greece.buildupskills.eu

#### Short description:

The project implements actions with regard to: (a) assessment of the training needs of the construction sector and (b) formulation and implementation of a national strategy concerning the certification of training and skills of construction technicians/ workers and installers of energy-saving technologies (EST)- and Renewably Energy Sources (RES) systems.

In the framework of this project, the following actions were undertaken:

- Analysis of the current situation and quantification of needs and priorities for a sufficient number of trained and specialised workforce employed in the energy efficiency and RES sectors by 2020.
- Establishment of a national professional skills platform to enable dialogue at national level on energy efficiency and RES, for employees in the building and construction industry.
- Development of a qualifications roadmap for the formulation of a national strategy concerning training and skills certification of the workforce employed in the building industry, on EST and RES, aiming to achieve the 2020 national goals on sustainable energy.
- Validation and support of the qualifications roadmap by relevant stakeholders (social partners, companies' associations, scientific bodies, etc.).

#### Targets - results:

national qualifications roadmap
 Publicity material (3 informative brochures)
 1 nationwide study for the analysis of the current situation



## **17** Action plan for the promotion of women in the decision-making centres of GSEVEE institutional bodies

Financing scheme: Operational Programme "Administrative Reform", NSRF 2007-2013

Implementation period: 2011-2015

Role of IME GSEVEE in the project: Beneficiary

Project's website: www.isotita.imegsevee.gr

#### Short description:

The project concerns the formation of a "Gender Equality Office" within GSEVEE, aimed to increase the participation of women in trade unions, to encourage their entrepreneurial initiatives, as well as to raise awareness of the public on issues regarding discrimination and gender equality.

The "Gender Equality Office" provides services concerning information on trade union matters, entrepreneurship, training and work-family life balance using a Help-Line service. The office also offers pilot coaching to women entrepreneurs in developing negotiation and communication skills/competences, conflict management and social issues' management; the aim is to help them improve their business activity, and enhance the trade union action and claims-requests of women owning small enterprises. Furthermore, through a series of workshops, the office provides information and helps women

entrepreneurs' empowerment - but also helps anyone who plans to start a business- while it also contributes to the transmission and implementation of relevant, international good practices.

#### Targets - results:

1 help-line service; 100 women receiving information

- 15 women receiving customised counselling
- 11 workshops on women's empowerment

157 trainees

3 memorandums of understanding

Publicity actions (website, information material, events)

2 training manuals

- Empowerment of women and skills upgrade- Promoting their participation in positions of responsibility in trade unions and decision-making bodies
- Training techniques regarding the empowerment of women and the upgrade of skills- Trainer Guide 1 guide

- Promoting the position of women in trade unions.

3 studies

- Developing an advisory system for women entrepreneurs-members of GSEVEE trade union bodies
- Action plan for the promotion of women in the collective bodies of GSEVEE and the establishment of a gender equality service
- Survey on the current maternity protection regime for self-employed women across EU Member-States

2 informative booklets

- Work-family life balance
- Participation of women in the decision-making centres: the glass-ceiling effect

**Distinctions:** The Gender Equality Bureau was distinguished among the 100 good practices undertaken by European Social Partners (www.resourcecentre.etuc.org/gendertoolkit and www.erc-online.eu/gendertoolkit





# **18** Subsidie of National Center for Social Research (EKKE) on the development and dissemination of corporate social responsibility in the Municipality of Athens

Financing scheme: Operational Programme "Human Resources Development", NSRF 2007-2013

Implementation period: 2014-2015

#### Role of IME GSEVEE in the project: Partner

**Consortium:** National Center for Social Research (EKKE)- Lead Partner, IME GSEVEE, Athens TEI, EKPOSPO NOSTOS, IEKEP

#### Short description:

The project is about the implementation of tasks concering raising awareness, collective and individual information and coaching, training and networking, as well as application of Corporate Social Responsibility (CSR) practices in the Municipality of Athens. The beneficiaries of the above mentioned actions are cooperatives registered or activated in the Municipality of Athens, along with their employees, as well as the municipal social services and their employees.

The project aims at preventing and eliminating the social and labour exclusion of vulnerable, social groups who reside in the boundaries of Athens Municipality, via Corporate Social Responsibility actions.

#### Targets - results:

21 beneficiary enterprises from the CSR advisory actions

7 collective bodies (GSEVEE federations) benefited from the advisory actions regarding the CSR action plar drafting

Publicity actions (day-conferences, information material, press releases etc.)

2 training manuals

- Methodologies and techniques for the development of CSR networks at local level
- Skills for exploiting CSR funding schemes on actions concerning social inclusion and entrepreneurship. 1 study

-Presentation of CSR good practices applied in Greek and/or foreign enterprises (focusing on small enterprises) and an action plan for the advisory support methodology



## **19** Initiative for the creation of jobs at local level, through public benefit programmes

Financing scheme: Operational Programme "Human Resources Development", NSRF 2007-2013

#### Implementation period: 2010-2013

Role of IME GSEVEE in the project: Beneficiary

#### Short description:

The initiative concerns the five (5)-month duration, nationwide coverage of vacancies, across Local Government Organisations of A' and B' grade (municipalities, regions). In order to implement this project, IME GSEVEE worked jointly with the above mentioned authorities who initially submitted their proposals on the implementation of public benefit actions, then stated their respective human resources requirements for implementing them and then, hired the unemployed beneficiaries. It is worth noting that an open tender procedure was launched for the short-listing, and the selection of beneficiaries was done taking into account social criteria.

During the course of the project, beneficiaries had the chance of working (depending on their specialisation) at public benefit initiatives on the preservation of natural environment, the promotion of cultural heritage, as well as the procurement of social, educational and sports-related services.

The overarching objective of the project is to help beneficiaries capitalise on this professional experience and increase their future employment opportunities.

#### Targets - results:

1792 beneficiaries on a national scale (5-month jobs) divided as follows:

- 459 beneficiaries in the Region of Attica
- 59 beneficiaries in the Region of Western Macedonia
- 59 beneficiaries in the Region of Western Greece
- 153 beneficiaries in the Region of Ionian Islands
- 410 beneficiaries in the Region of Thessaly
- 652 beneficiaries in the Region of Epirus

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#### Enhancement of the institutional and entrepreneurial capacity of GSEVEE

Financing scheme: Operational Programme "Human Resources Development", NSRF 2007-2013

#### Implementation period: 2009-2015

Role of IME GSEVEE in the project: Beneficiary

#### Short description:

The project aims at supporting and upgrading the intervention role of GSEVEE, in order to generate policy proposals, promote social dialogue and contribute to the development, of a new growth productive model of the country, with the participation and expansion of small enterprises represented thereof.

In this framework, the following actions for supporting and enhancing the efficiency of GSEVEE and its member-federations operational activities (organisational, administrative and coordinating) were designed:

- Preparation of specific critical studies and surveys aiming to strengthen the operational capacity of GSEVEE and establishment of its positions with regard to the main issues that concern small Greek enterprises.
- 2) Operation of thematic study domains and establishment of a Documentation Office, with the view of coordinating all studies and surveys and shaping policy proposals.
- 3) Establishment, expansion and management of a library.
- 4) Identification of needs and implementation of training programmes for the elected, trade unionists of GSEVEE, as well as for the sectoral/local member-federations.
- 5) Creation of networks and partnerships at national and European scale.
- 6) Enhancement of the institutional capacity of GSEVEE's local/sectoral federations, by conducting a sectoral or local study and an action plan for each federation.

Due to the fact that each of these actions/ sub-projects is independent, it is deemed necessary to describe them separately, as follows:

1) Preparation of studies and surveys

The preparation of studies and surveys is a fundamental activity for the establishment of GSEVEE's positions and consequently the enhancement of its institutional and operational capacity. These studies and surveys fall in the following categories, depending on their subject, nature and purpose: i) Studies on the operational capacity of GSEVEE

- These studies lay the foundations of GSEVEE's operational organisation and evolution and include:
  - Study on the operational planning and the executive bodies of GSEVEE (IME GSEVEE and KEK GSEVEE).
  - Study on the compilation of a communication plan, regarding all actions undertaken by GSEVEE under the Operational Programme "Human Resources Development".
- ii) Consecutive opinion polls-studies on the economic climate
  - In the framework of GSEVEE's public intervention in issues concerning small enterprises, the

following opinion polls are taking place:

- Economic trends (conducted on biannual basis, in order to collect comparative data).
- Households' revenue-expenses (conducted on annual basis, in order to collect comparative data).
- Special issues (insured persons and pensioners of OAEE-Insurance organisation of self-employed, consumers' behaviour regarding malls, taxi service evaluation etc.).
- iii) Thematic studies

In order to optimise the research work of IME GSEVEE, specialised thematic surveys have been designed and implemented, in areas concerning small enterprises. Indicatively, the following topics are covered:

- Shopping malls' policy in Greece and in Europe.
- How competition works in the Greek market and which are the impacts on the functioning and sustainability of small enterprises.
- Formulation of GSEVEE's proposals, on training policies for small and micro enterprises' employees and their connection with the actual needs of the labour market.
- Reflecting the current situation and formulation of proposals with regard to vocational qualifications, procedures for the certification of professional competences and the development of sectoral, professional qualifications and specialisations represented by GSEVEE.
- Alternative financing tools and small enterprises.
- Small enterprises' access to finance: recent developments in Europe and Greece.
- Over leveraging European economy and a short description of the European banking sector.
- Deregulating the opening hours for Sundays.
- Manufacturing sector.

#### 2) Operation of thematic study domains

The action concerns the establishment and operation of thematic domains as well as a documentation office, aiming to strengthen GSEVEE's negotiation position, through the implementation of studies and the exploitation of scientifically processed data.

More specifically, the thematic domains corresponding to the thematic modules covered, are the following:

- Domain of Economic Analysis and Small Enterprises
- Domain of Employment and Social Policy
- Domain of Education and Lifelong Learning

The various actions for the documentation complement the work on the thematic domains, by collecting scientific data and by conducting studies.

#### 3) Establishment, expansion and management of the library

The action concerns the establishment, expansion and management of IME GSEVEE's library, in order to cover all scientific, informative needs and help the organisation to carry out its research work.

To implement the above objective, a number of tasks have taken place, including purchase of books, subscriptions in scientific magazines, as well as purchase of public/private organisations' papers and publications. The content has been classified according to the principles of Library Science and with the usage of a modern Library Automation Software (ABEKT).

The collection of titles covers a broad spectrum of themes within the interest of IME GSEVEE; indicatively the following are mentioned: economic policy, competitiveness, access to finance, taxation, employment policies, labour markets, social insurance, equality and social inclusion policies, educational policy, vocational education and training, lifelong learning, professional competences, certification of knowledge and skills, connecting education-training to employment.

Furthermore, in the framework of this action, the history archives of GSEVEE are being collected, recorded and processed. These archives consist of texts, photographic and other material of major significance for the trade union movement and small enterprises in Greece.

#### Targets - results:

1400 books10 subscriptions in scientific magazines1 Library Automation SystemGSEVEE's history archives

4) Identification of needs and implementation of training programmes for trade unionists

This action concerns the design, organisation, management and monitoring of activities aimed to inform and train trade unionists of GSEVEE and its member-federations. The thematic modules for the training, are: 1) Economy and small enterprises; 2) Social Policy and Employment; 3) European Union, Greek state and Regions; 4) Education, Lifelong Learning and certification of qualifications; 5) Trade union activity of small enterprises' employers (GSEVEE, federations, trade unions).

The joint objective of all training activities is to inform on new developments, to exchange knowledge and experience on topical issues of the economic and social life which concern small enterprises but at the same time constitute major areas of political decision-making and syndicalist claims. The training activities are taking place on national scale and feature a dual approach, combining both physical presence of the trainee and distance learning (home study). At a later stage, the complete training programme was updated and became part of the digital learning (e-learning) platform, in order to maximise benefits.

#### Targets - results:

25 training programmes

1,000 persons benefited from the training programmes (500 persons via physical participation and 500 ones via distance learning)

5 training manuals (1 for each thematic module)

6 "train the trainer" programmes (59 trainers participated)

1 digital learning platform (digital classroom) and the respective training material

Multimedia material - informative video for those interested in the action

5) Development of networks and partnerships between GSEVEE and social partners, trade unions, professional and research organisations, at national and European level

The action concerns to the formation of networks and partnerships of GSEVEE and its affiliated bodies (KEK GSEVEE and IME GSEVEE) with social partners, trade unions, professional and research organisations in Greece and abroad; this constitutes a prerequisite for the enhancing GSEVEE's institutional and operational capacity.

In a first instance, there was an investigation on the cooperation opportunities, which were mapped, expanded and evaluated; this, led to the planning and implementation of the following tasks: series of working meetings, organisation and/or attendance in conferences/ day-conferences, exchange of policy proposals, bilateral meetings etc.

The overarching objective of this action to develop and strengthen the communication with more players and organisations both at national and international level, to expand thematic areas of mutual interest, to formulate joint positions and proposals, to collaborate for actions and programmes and finally, to impact and contribute on the national and European policies.

#### Targets - results:

31 bilateral meetings with organisations from abroad

8 bilateral meetings with organisations within the country

5 collaboration networks

Information material on the activities of GSVEE and its affiliated bodies

6) Enhancement of the institutional capacity of GSEVEE's sectoral and local federations The action concerns the support of sectoral and local federations of GSEVEE in order to further enhance their institutional role, their active participation in the social dialogue, as well as their operational and institutional status, so that they can effectively represent GSEVEE at local and sectoral level. In order to achieve the above objectives, first, the current status and the development perspectives of each federation (local or sectoral) were recorded, hence paving the way for a case-specific action plan. Later on, the action plan began to be implemented, which is the basic assistance tool towards sectoral and local GSEVEE federations. It has to be noted that an important part of the action plan's implementation relates to actions aimed to promote and strengthen the public status of federations, in order to turn them more recognisable by local communities and therefore reveal their role and action.

#### **Targets - results:**

34 studies on local federations19 studies on sectoral federationsPublicity and dissemination activities (newsletters, presentations, day-conferences, etc).





**21** Initiatives undertaken by the social partners for restoring trust and strengthening their effective participation in the social dialogue

Financing scheme: Operational Programme "Human Resources Development", NSRF 2007-2013

Implementation period: 2014-2015

#### Role of IME GSEVEE in the project: Partner

Consortium: INE GSEE-Lead Partner, IME GSEVEE, INEMY ESEE, House of Hellenic Industry, INSETE

#### Short description:

The project constitutes a joint effort of the institutional social partners, GSEVEE (Hellenic Confederation of Professionals, Craftsmen and Merchants), SEV (Hellenic Federation of Enterprises), ESEE (Hellenic Co-federation of Trade and Entrepreneurship), SETE (Association of Greek Tourism Enterprises) and GSEE (Greek General Confederation of Labour) and its aim is to upgrade the trilateral social dialogue (state, employees and employers) in key areas of the social and economic life, by recording the current situation and by submitting opinions and proposals to empower its effectiveness.

One of the key participants of the project is the International Labour Organisation (ILO), which provides support at both technical and research level.

The scope of the project concerns the thematic classification of four fields of interest in order to improve the quality and effectiveness of the social dialogue:

- 1. Social dialogue structures in national level (SEV).
- 2. Trilateral social dialogue in sectoral level (ESEE).
- 3. Social dialogue on vocational education and training, focusing on the notion of apprenticeship (GSEVEE).
- 4. Social dialogue on discrimination issues detected in the labour market (GSEE).

Studies recording the strong and weak points of the current social dialogue are conducted across all examined fields, with the participation of all bodies concerned; the level, quality and thoroughness of the social dialogue, as well as the effectiveness of its structures are also under research; moreover, all deficits and malfunctions are pinpointed, while upgrading proposals are compiled.

#### Targets - results of the consortium:

4 separate thematic studies which depict the status of the social dialogue.

- 4 policy texts with highlights and proposals for the upgrade of the social dialogue
- 3 study visits
- 14 workshops
- 7 training seminars
- 2 day-conferences
- 1 conference



www.gsevee.gr



www.imegsevee.gr



www.kekgsevee.gr