

PROJECT ACTIVITIES**Activity 1: PROJECT MANAGEMENT (28.06.2010-27.12.2011)**

- ▶ Project management
- ▶ Coordination of partners
- ▶ Preparation of 3 reports on the project's progress
- ▶ Organisation of 4 partner meetings
- ▶ Project administration

Activity 2: WEB DEVELOPMENT, IT-SUPPORT, QUALITY CONTROL (28.06.2010-27.12.2011)

- ▶ Graphical design of the online information platform (webpage) of the different regions
- ▶ Update of the design to the existing infrastructure
- ▶ Preparation of the data base for Bulgaria
- ▶ Preparation of the data base for Romania
- ▶ Update of the data base
- ▶ IT support
- ▶ Hosting of the webpage's
- ▶ Administration
- ▶ Formatting and quality check of the input and the output of the information
- ▶ Coordination and administrative expenses

Activity 3: RESEARCH, TRANSLATION (28.06.2010-27.12.2011)

- ▶ Analysis and research of the European good practices in the trans-border area of other Member states (Germany -France, France-Spain, Italy-Austria, Hungary-Romania, etc), including in the region
- ▶ Identification and analysis of the key cross-border sectors (fishery, agriculture, manufacturing industry, shipbuilding, tourism, social sector, healthcare, etc.)
- ▶ Identification and analysis of various jobs in the respective
- ▶ Research of the labour market and identification of the jobs which will benefit at the largest extent the mobility of the people from the region
- ▶ Analysis of the normative base in Bulgaria and Romania relevant to the respective jobs
- ▶ Online survey
- ▶ Analysis and research of the functioning and work of the responsible regional and local institutions in the cross-border region

Activity 4: UPDATES (28.02.2011-27.12.2011)

- ▶ Updating the existing data base with new job profiles (during the project period and after its completion with external support)
- ▶ Updates of the addresses of the Institutions and the authorities of recognition
- ▶ Update or modification of the data base in case of legal changes

Activity 5: WORKSHOPS (28.11.2010-27.12.2011)

- ▶ Organization of **3 thematic workshops** (2 in cross-border region of Bulgaria and one in Romania) for approximately 15-20 participants per workshop, with the participation of experts in social policy and education on both sides of the border

PROJECT ACTIVITIES

Activity 6: NEWSLETTER - Preparation of a newsletter with three annual issues which informs about the project’s progress and recent news according to the subject matter in 4 languages

Activity 7: FLYER, PR - Compilation of a project flyer in Romanian and Bulgarian

Activity 8: VISIBILITY ACTIVITIES

- ▶ Online publication of the project results on the project platform
- ▶ Integration of important multipliers and linkage to related websites, services and topics
- ▶ Creation of a permanent e-mail and telephone service for questions and queries on the project