



Training tool on food hygiene In the contract catering sector

**Social Dialogue
Working group meeting
16 June 2010**





Project description

- **Sub-programme I: support for EU social dialogue/measures to implement the EU social partners' work programmes**
- **Target groups: workers with no or low formal qualifications, from which a majority of female and migrant workers**





Objectives (1)

- **Focus on concrete training outcomes**
- **Innovative tool responsive to both employees' and employers' needs**
- **Contribution to the « New skills for new jobs » initiative**
- **Contribution to the EU 2020 economic reform strategy**
- **Response to the impact of the economic crisis on training budgets, especially in SMEs**





Objectives (2)

- **To reduce the training gap between large international companies and local operators**
- **To reduce the training gap between old and new MS/North and South Europe**
- **To raise basic skills level in food hygiene and food safety**
- **To contribute to health and safety at work**





Time frame (1)

Starting date: Monday 13/12/2010

Preparatory phase: December-January

- **First meeting of the steering group**
- **Launch of the calls for tenders for technical assistance (food hygiene technologist/webmaster)**
- **Appointment of the sub-contractors**





Time frame (2)

Development phase I: February-April

- **Elaboration of the technical content in EN**
- **Steering group meeting in April for the validation of the technical content**
- **Finalisation of the technical content for end April**





Time frame (3)

Development phase II: May-September

- **Creation of the web based training platform**
- **Translation of the training content in 6 languages: FR/DE/HU/PT/IT/ES**
- **Testing of the web based tool in pilot countries**
- **Meeting of the steering group in September for the validation of the training tool**





Time frame (4)

Dissemination phase: Oct.-November

- European launch event in Brussels
- One national launch event in the country of the leading partner

Evaluation phase: Dec 2011

- External evaluation





Budget (1)

Steering group meetings (3):

- 10 participants: 2 Brussels based, 1 travelling by train, 7 by flight (€5374)
- Interpretation in 4 languages: EN/HU/ES/IT (€6400)
- Renting equipped room: (€1000)
- Cost of one meeting: €12774
- Total cost: €38322





Budget (2)

Translation

- 50 pages
- 6 languages (FR/DE/HU/PT/IT/ES)
- €40 per page
- Total: €12000
- VAT 21%: €2520
- Total VAT included: €14520





Budget (3)

Sub-contracting: Food technologist

- Participation in 2 steering group meetings= 2 days
- Participation in 2 dissemination events= 2 days
- Development of the technical content=16 days
- 20 days @ €650=€13000 +19% VAT
- Total cost: €15470





Budget (4)

Sub-contracting:web master

- **Graphic design: 4 days**
- **Integration: 10 days**
- **Creation of downloadable PDF: 1 day**
- **Search engine: 1 day**
- **Reference: 6 days**
- **22 days @ €600 = €13200 + 21% VAT**
- **Total cost: €15972**





Budget (5)

Sub-contracting:external evaluation

- 6 days @ €650 = €3900 + 21% VAT
- Total cost: €4719
- Part of the FERCO contribution in kind





Budget (6)

National dissemination event

- 50 participants, 5 from abroad
- Travel expenses: €3610
- Coffee break: $50 \times \text{€}9 = \text{€}450$
- Lunch: $50 \times \text{€}20 = \text{€}1000$
- Renting equipped room: €1000
- Interpretation 2 languages (EN+national):
 $\text{€}1600 \times 2 = \text{€}3200$
- Interpretation booth: $\text{€}1200 \times 2 = \text{€}2400$
- Total cost: €11660





Budget (7)

European dissemination event

- 50 participants, 25 from abroad
- Travel expenses: €18300
- Coffee break: 50x~~€9~~=€450
- Lunch: 50x~~€20~~=€1000
- Renting equipped room: €1000
- Interpretation 6 languages (EN/FR/DE/HU/IT/PT/ES): €1600x6=~~€9600~~
- Interpretation booth: €1200x6=~~€7200~~
- Total cost: €37550





Budget (7):staff leading partner+EFFAT

	unit cost (day)	N° persons	N° days	cost
Management	€450	2	12	€5400
Administration	€250	2	12	€3000
Secretariat	€200	2	12	€2400
Accounting	€250	2	10	€2500
total				€13300





Budget (8): overall project

Steering group meetings (3)	€38322
Translation	€14520
Sub-contracting: Food technologist	€15470
Sub-contracting:web master	€15972
Sub-contracting:external evaluation	€ 4719
National dissemination event	€11660
European dissemination event	€37550
staff leading partner+EFFAT	€13300
Total cost	€151513





Budget (8): EU Grant

Overall project : €151 513

Overheads 7%: €10 605.91

Total cost: €162 118.91

EU grant 80%: €129 695.13

Own contribution 20%: €32 423.78

