



MEMO OF THE BUDAPEST KICK-OFF MEETING

Date: 24 January 2013

Venue: Novotel Hotel Danube, Budapest

Hosts: MGYOSZ-BUSINESSHUNGARY - Borbala Vadasz, Gabriella Tomcsik

Participants:

- Austria - IV – Marion Poglitsch
- Slovenia - ZDS – Anze HirsI
- Croatia - HUP - Biserka Sladovic, Sandra Radakovic
- Montenegro - MEF – Ana Maras
- Slovakia - RUZ – Martin Hostak, Peter Molnar
- Bulgaria - BIA - Branimir Handjiev, Ludmila Metzova
- Hungary – MSZOSZ - Károly György

Program

09:30 – 12:30 meeting in hotel conference room

09:30 – 10:00	welcome, introductions
10:00 – 10:30	discussing the project
10:30 – 10:50	presentation of Ms Györgyi Ignits, Deputy Head of Department - National Employment Agency, Hungary
10:50 – 11:00	questions + discussion
11:00 – 11:20	presentation of Mr Patrik Kovács, President - Young Entrepreneurs Association, Hungary
11:20 – 11:30	questions + discussion
11:30 – 12:30	planning project activities and tools

12:30 – 14:00 lunch (in hotel)

14:00 – 17:00 meeting in hotel conference room

14:00 – 14:30	planning project activities and tools
14:30 – 14:50	presentation of Mr Dávid Szebeni, professor (assistant to Head of Department at Faculty of Economics) - Corvinus University
14:50 – 15:00	questions + discussion
15:00 – 15:20	presentation of Ms Katalin Antalpéter, Deputy Director - Gundel Vocational School
15:20 – 15:30	questions + discussion
15:30 – 17:00	planning project activities and tools

- The Kick-off Meeting went as planned above. The four experts' presentations were delivered. All project partner employers' organizations were represented. Only the Hungarian TU partner was present at the meeting.
- ***The Transnational Project Manager (TPM), Borbala Vadasz, promised to send to all partners:***
 - ***this memo***
 - ***the revised budgets***
 - ***Cooperational Agreements***
 - ***presentations***
 - ***reimbursement forms for the meeting***
 - ***a programme schedule for the project.***
- The Partners agreed that the primary form of communication will be via email. due to large number of partners each communication will have deadlines to them, as regards to feedback.
- The TPM outlined her plans for the content and form of project dissemination tools. **See attachment.** Feedback is expected from all project partners on this.
- The Partners expressed their wish to finalize and produce project dissemination tools max. at half-time of project period, ie. by May-June 2013.
- The Partners expressed their wish to keep to strict timetable. TPM is to send follow up list of tasks with deadlines. **See attachment.**
- A good example of project website („shared responsibility”) and of audiovisual tools were presented by TPM – from the previous project IOSHA 2 – please see www.stopstressinfo.eu website for details.
- A questions was raised regarding experts in the project – if there should be 1-2 international experts, or we should „use” each project partners' national experts? Please, advise.
- TPM is expecting the table for collecting data about basic Youth Employment. Please, send it, if you haven't.
- TPM is also to suggest the division of project tasks, especially execution of disseminations tools.
- Project partners expressed their wish to prepare a Position Paper/Recommendations to governments as an additional result of the project.
- Project partners also suggested a questionnaire to be sent to employers' organizations' members, companies on Youth Employment.
- During the discussion at the end of the meeting, we outlined a „triangle” of shared responsibilities between companies – schools/governments - young individuals regarding Youth (un)employment.
- Project partners recommended to find a good/catchy slogan for the project (like in IOSHA 2 – „stop stress”).
- ***All Partners are expected to send:***
 - ***their feedback and ideas on outlined project content and tools***
 - ***completed table with Youth Employment data***
 - ***feedback on Experts question***
 - ***completed reimbursement forms***
 - ***tips for slogans***
 - ***suggestions for sharing dissemination tools' costs***