



Federazione Autonoma Bancari Italiani – U.R.I.

progetti@fabi.it

Via Tevere, 46 I – 00198 ROMA

Tel. +39 06 8415751 email:

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Project: **To.Be.E. EWC** - Towards a better employee involvement in undertakings: roles and tasks of the main actors in establishing and improving European Works Councils

To.Be.E. EWC – 1st Kick-off meeting – ROMA 15th – 16th January 2015

Venue: F.A.B.I. - Via Tevere, 46 (4th floor):

Attending:

Fabi	Luca Panfietti	UNI Europa	Sabrina De Marchi
FABI	FRANCO SAVI	Tufib RO	Adrian Soare
Fabi	Angelo Di Cristo	Mube MT	William Portelli
Legal Expert	Giorgio Verrecchia	Handels Sweden	Karin Jungerhem
Organising Expert	Mario Ongaro	FNV NL	Carla Kiburg
Communication Expert	Nicola Iannello	Fabi	Pietro Gentile
Filcams	Gabriele Guglielmi	Fabi	Laura Spini
Filcams	Federica Cochi	Fabi	Francesco Colasuonno
Uilca Italy	Lucia Elsa Peveri		

- At 15:30h after registration of participants, the Project manager Franco Savi opens the meeting introducing the aims of the project, which will be modulated on sector and territorial area. The objective is to give workers' representatives, at various levels of skill and expertise, a working tool to plan and share the activities regarding European Works Councils, that with different norms and backgrounds, sector and linguistic differences, represent a complex process of creation, management, interpreting and discussion with the company communication. The tools that will be offered through common activities will be check-lists, an examination of expertise regarding the norms, and working plans. Focus groups will be organized in individual countries to verify the micro-manuals and the check list; the results of the survey will be presented, and compared with the results of other projects, e.g. Fit for Purpose by Uni Global Union. During the current day, the tools to apply these indications will be introduced. Thanks to the inter-sector vision of FILCAMS; and her experience in the various sectors of commerce, the project has the aim of having at the same time a detailed vision of practical instructions, and be able to encompass all the main issues of this sector.
- Gabriele Guglielmi**, FILCAMS, introduces To.Be.e. EWC (Towards a better employee involvement in undertakings). He thanks Sabrina De Marchi of UNI, which is attending the meeting; the project was born among UNI Europa associates, that were participating to the activities of the European Works Councils, and during the meetings held in the past, which have strengthened the will to spread knowledge about this topic beyond the group of experts and sector operators, to a wider audience. He explains who are the partners for this project, and which multinational companies and EWC are object of the survey. He also shows the evolution of the scenario that includes in addition to multinational companies with or without an EWC, also the Societas Europea.

3. After a long and exhaustive report, he goes into detail. A matrix identifying the recipients of this project is introduced, mainly all the subjects that with different roles concur to the creation of an EWC. This matrix will be used to create micro-manuals.
4. This matrix is the heart of the project. A basic specific training is necessary on a common language for everyone. They must have an information tool available, the check list, to give awareness to the choices to be taken.
5. During the presentation, the external experts and their area of expertise were introduced:
 - a.I. an expert in charge of the EWC-related processes, bargaining, information; the assignment is proposed to dr. Mario Ongaro;
 - a.II. an expert will consider the Legal aspects, contractual Law in EC and significant cases in single EU States; the assignment is proposed to avv. Giorgio Verrecchia;
 - a.III. an expert in charge of the skills needed in business accounting and interpretation of balance sheet data, needed by the employees representatives, and in charge of the financial aspects to point out the skills in company balance accountability for the employees reps; to be assigned
 - a.IV. an expert will consider the methodology, didactics / training and communication / dissemination aspects." The assignment is proposed to dr. Nicola Iannello;
6. A news is the possibility to produce multi-language videos for dissemination. The manuals will be presented individually during the final conference, with translation and interpreting (something that was already done by FILCAMS, but needs improvement) so that in the end we will have textbooks and videos in more than one language.
7. **Franco Savi**, following the introduction by Guglielmi, talks again about the experts, highlighting the role of the expert from a legal and organizational point of view; the latter will serve as the link between the experts, on various topics. A yet to be defined position is that of expert in company balance/accounting. Identification of this role will take in account the needs of the project as described in the previous joint phases. In addition, the timetable will be presented.
8. **Mario Ongaro** takes inspiration from the matrix introduced by Guglielmi, highlighting the strongly subjective element when considering the positive functioning of an EWC. The quality of industrial relations is strategic, but also the quality of human relations among the various actors in a EWC is. Good relations with the management are a positive thing, but must not be mistaken with inappropriate exchanges. In texts on EWCs the various trade union levels have always discussed about localization as elements or the good functioning of an EWC. We must think of the EWC as an artifact where the parts come together to form a finished model.
9. Starting from Directive 2009/38, it is necessary to activate the acquired networks among the various national unions to build a politically a from a trade union point of view reliable DSN. A Trade Union Alliance (TUA) must be established before the DSN, since the members of this TUA will all become members of the EWC, and a competent link with the European Federations is necessary. We will analyze the role of expert within Works Councils, both from a relational and a normative point of view. The transnational levels of the Directive and how are the trade unions of different countries involved, will be analyzed.
10. **Verrecchia, Legal Expert**, presents the survey and the scope of application. He shows the models of EWC activation, both in multinational companies and in Societas Europaea. He also describes the aspects relative to optional rules and their application. The confidentiality of the information given

by the companies that often don't allow for a critical observatory and to anticipate through discussion and consultation the risks of industrial plans.

11. **Angelo Di Cristo (Fabi)** shows how the target companies for the survey were defined, during discussion with participants, and he underlines that the panel must be extended to other companies as well.

Meeting adjourned at 18:40

2nd day, 16th January 2015

12. **H. 9.30 Franco Savi** opens the meeting introducing the topic of the Questionnaire/Survey that is being handed to participants for a first discussion, while waiting to receive the evaluation of the work groups. In the meantime, he asks the experts to give their opinions and propose possible streamlining/merging of some questions. The questionnaire will be available on a web platform and will be distributed to the target companies by the participating national unions and by Uni Europa. The debate done in the previous day has helped identify a matrix of training fluxes for the subjects interested in the process of EWC creation. He then leaves the floor to Guglielmi.

13. **Gabriele Guglielmi** sparked by the suggestions and indications resulted from the debate of the previous day, announces that Credit Suisse and AXA were to be added to the target companies of the survey. The flux diagram for EWC establishment has been modified in its structure; with the addition of actors in the establishment process. In the column about countries, only the values regarding The Netherlands and Sweden were considered enough. It is asked to the representatives of Romania and Malta to send their observations. All proposals for the integration of the studied companies, and modifications to the check list, will be analyzed by experts, to arrive at the final draft, including the different configuration with a worker representative in the Surveillance Board or in the Executive one, and the country specifics and legal characteristics included in the check list. The matrix, that is the base of our work in this Project, will be integrated with additional information and will be presented for evaluation to experts and trade union partners for discussion and general proposals, that will have to be sent in preparation of the second Steering Committee, for the general part: proposals regarding individual sector/legal systems may be proposed by partners in preparation of the local workshops.

14. **Franco Savi**, following the summary on the discussion of the previous day, talks about the proposed timeline, pointing out that the dates for the workshop in Malta were moved, due to the concurrent Congress of UNI Finance. It was specified that during workshops, participation is aimed at the trade union organizations of the hosting country, and to some interested project experts, that during a specific meeting on this issue will determine who among the experts will take part to the various events, based on shared criteria and according to budget and expenses.

15. The representatives of The Netherlands and Sweden highlight some critical aspects regarding the dates proposed for the workshops. New dates are identified, that exclude summer periods (see 17.).

16. **Gabriele Guglielmi** explains the rationale of the timeline in regard to the objectives of the projects, that foresees a summary for four of the involved countries, and a focus on each individual participating country. The workshop is at country level, it does not influence the others, and the projects' timetable foresees that within 2015 all workshops will be completed, and in 2016 the reports will be presented. It was discussed to move North European countries in the autumn and the workshops of Romania and Italy to July/September.

17. The timetable is discussed, it is asked to participants to confirm the dates when the survey will start.
2015

15/01/2015 16/01/2015 **Rome Kick off** 1st Steering Committee meeting c/o Fabi
 (16/01/2015 15/05/2015 Rome Questionnaire-based survey)
 10/06/2015 11/06/2015 **Rome Second Steering** Committee meeting
 10/07/2015 11/07/2015 **Rome Workshop – Italy**
 15/09/2015 16/09/2015 **Stockholm Workshop** – Sweden
 06/10/2015 07/10/2015 **Amsterdam Workshop** – Netherlands
 30/10/2015 31/10/2015 **Valletta Workshop** – Malta
 (to avoid 23/10 for Uni Finance conference Antalya)
 06/11/2015 07/11/2015 **Bucharest Workshop** – Romania

2016

15/01/2016 16/01/2016 **Brussels Third Steering** Committee meeting
 March 13-16 2016 - ROMA - UNI Europa Conference. We propose to postpone
Brussels Third Steering Committee from 15/1/16 to conference day: 13/3/2016.
 12/05/2016 13/05/2016 **Brussels Conference + Fourth Steering Committee** meeting
 07/06/2016 08/06/2016 **Rome Presentation** of the manual at local level – Italy
 21/06/2016 22/06/2016 **Stockholm Presentation** of the manual at local level – Sweden
 01/07/2016 02/07/2016 **Amsterdam Presentation** of the manual at local level - Netherlands
 19/07/2016 20/07/2016 **Valletta Presentation** of the manual at local level – Malta
 01/09/2016 02/09/2016 **Bucharest Presentation** of the manual at local level - Romania
 24/11/2016 25/11/2016 **Brussels Final Evaluation** Steering Committee meeting

18. **Franco Savi** introduces the topic of project budget to give information to the individual partners, with a special focus on co-funding in the light of new rules of the European Commission
19. **Federica Cochi** explains the administrative aspects of the project, with a particular focus on the project's funding, that started the 9th of December 2014, and will end the 8th of December 2016. All expenses for the implementation of the project must be done within the indicated dates. The cooperation agreement is explained, that must be subscribed by the applicants (FABI) and co-applicants (trade union organisations involved in the project). In addition, the modalities of economic management for the workshops are explained. The documents regarding the financial management of the project are handed out to the individual partners. The Project will be supported by Financial Monitoring to verify the trends in individual item of expenditure. Possible modifications (e.g. names indicated for the project) must arrive within the 15th of February. After an encompassing description of the economic aspects, and the rules concerning budget, she remains available for further questions during the project, reaffirming that all aspects are defined in the contract.

Franco Savi Presents the experts for the ICT and communication sectors.

20. **Pietro Gentile, ICT expert, and Nicola Iannello**, communication expert, talk about the planned initiatives in terms of communication, that are even more important in projects like this. All the acts of the project will be available on an online platform, such as videos and documents. He asks participants to send in the logos of the trade union organizations of origin, so that they be inserted in the website, for which a domain has already been secured. A key aspect is to define the structure of the website during the planning phase, and that this structure is not modified radically later on, since this will have a considerable impact both economically and from a time point of view. It is planned that the Steering Committee will define the site's structure by April-May, and by that date we will also publish the results of the survey.

21. Lastly, the logo for the project is chosen among the various proposals: the two preferred logos were the following; in the end, the one representing a compass with a golden needle and a globe decorated with EU flag, was chosen.



The meeting ends at 14:30.