






KICK – OFF MEETING
10. March 2016, Potsdam (DE)



Organisation & Implementation

- Steering Committee: **Members**
- Overview: **Events & Dates**
- Project events: **Participation** (TUs/countries)
- European Survey: **Questionnaire & Workplan**
- National Sector profiles: **Criteria & Workplan**
- Workshops: **Arrangement & Content**
- Visibility: **Information & Publicizing**
- Communication: **Translation & interpretation**

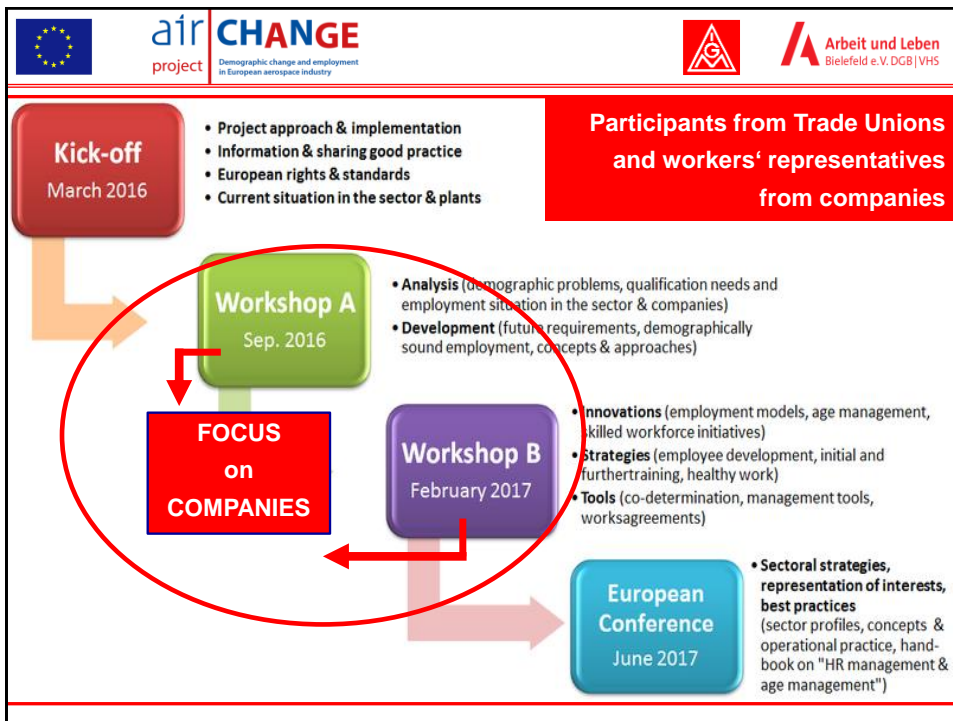

8 Members of the Steering Committee

Region	Countries	Member	Deputy
Project Management	DE	Gisbert Brenneke / Klaus Gutbrod (AuL) Frank Bergmann / Holger Junge (IGM)	
EU – Region North	UK SE	Conny Holm (SE)	Ian Waddel (UK)
EU – Region SouthWest	FR	Franck Uhlig (FR)	Michel Pause (FR)
EU – Region South	IT ES	Fabrizio Potetti (IT)	Francisco Cuesta (ES)
EU – Region East	RO PL	Arpad Suba (RO)	Marian Kokoszka (PL)

2 SC – Meetings

- ❖ 14. July 2016 (Brasov, RO)
- ❖ 10. January 2017 (Florence, IT)

Precondition:
English language



air CHANGE
Demographic change and employment in European aerospace industry

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Events and Dates (from July 2016)






Event	Group	Places	Location	Tasks
14./15. July 2016	Steering Committee (2)	8	Romania (Brasov)	Project Management Evaluation - Planning – Coordination, Monitoring
21. – 23. Sep. 2016	All European Partner	22	Spain (Madrid)	European Workshop A (analysis, definition of main action areas, building strategies)
09./10. Jan 2017	Steering Committee (3)	8	Italy (Florence)	Project Management Evaluation - Planning – Coordination, Monitoring
08. – 10. Feb. 2017	All European Partner	22	France (Toulouse)	European Workshop B (Elaboration of best practices, in-company activities & sectoral strategies)
20. – 22. June 2017	All European Partner	30	United Kingdom (London)	Final Meeting (Discussion of project results, evaluation, conclusions, transfer)

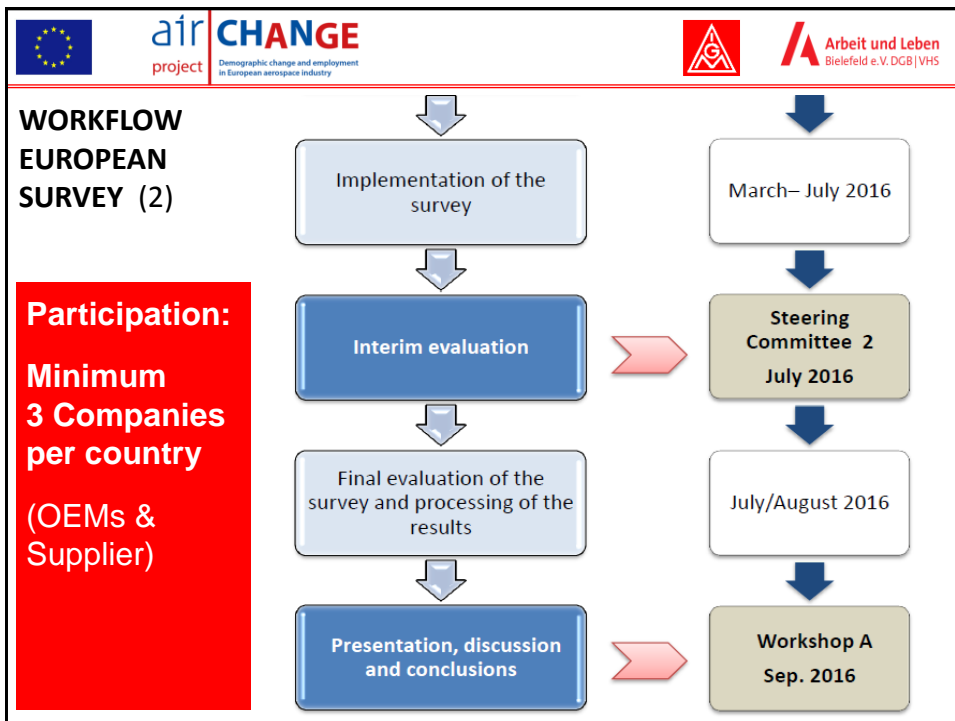
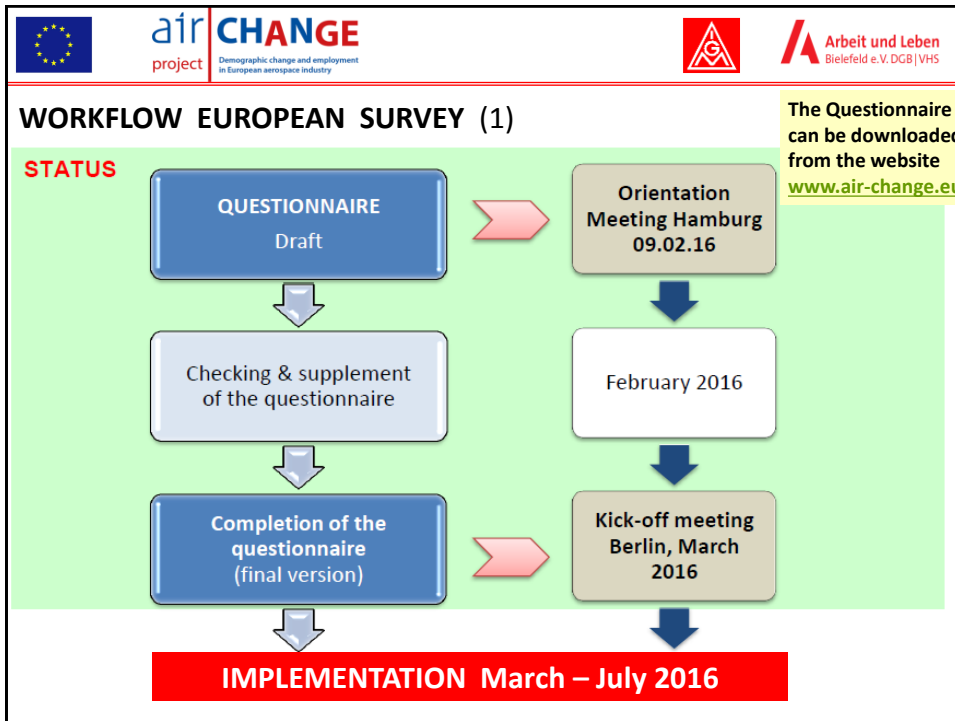
Approved by EU-Commission			Priority: Workers' representatives from companies	Updated planning (Mach 2016)		
Country	Organisation	TOTAL		Country	Organisation	TOTAL
DE	IGM	4	DE	IGM	3	
UK	Unite	2	UK	Unite	2	
SE	IF Metall	2	SE	IF Metall	3	
IT	FIOM	2	IT	FIOM	2	
RO	FSLIL (BNS)	2	RO	FSLIL (BNS)	1	
FR + ES		5	RO	TU Henri Coanda	1	
			FR	FO metaux	1	
			FR	CFDT	1	
			ES	CCOO	2	
			PL	Solidarnosc	2	
	industriAll	1		industriAll Europa	0	
	AuL BI	2		AuL BI	2	
	Experts	2		Experts	2	
TOTAL		22	TOTAL		22	

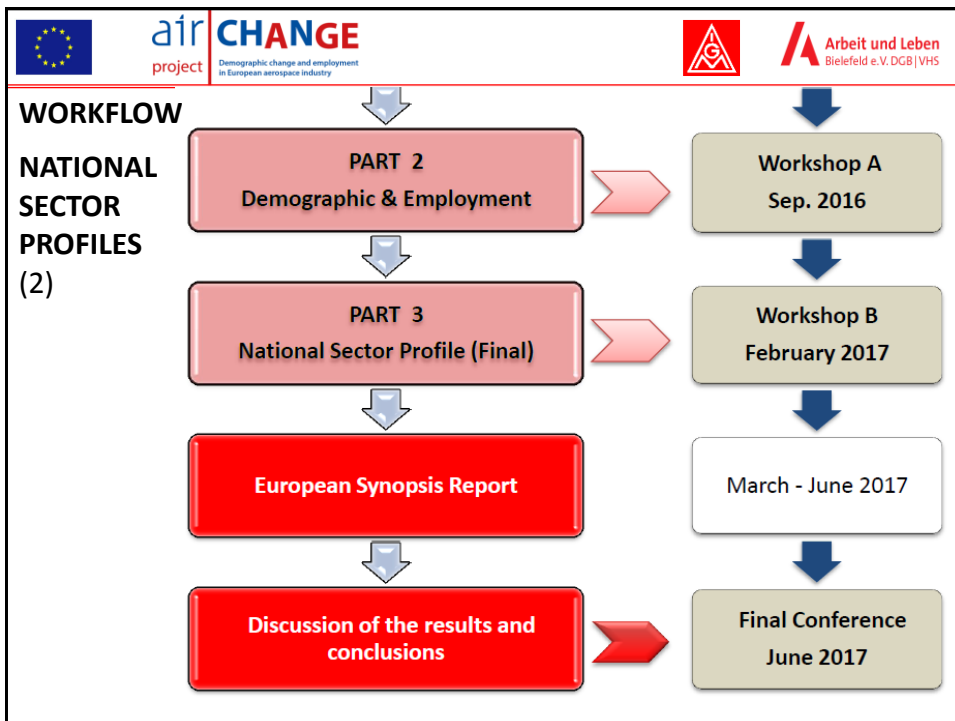
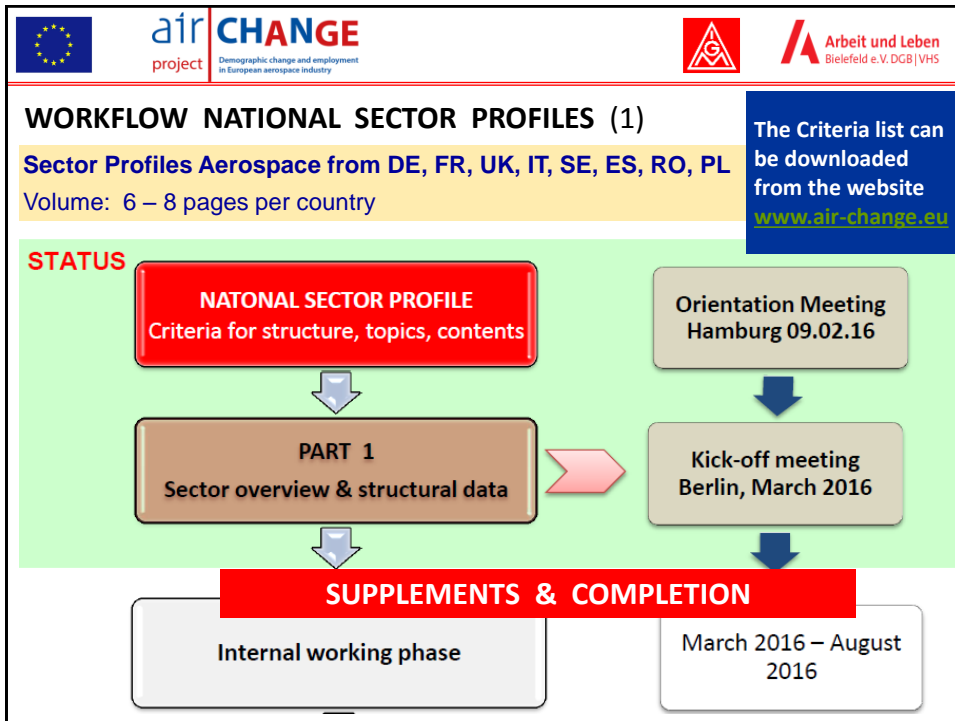
Extra places at its own cost (TU) possible

Approved by EU-Commission			Extra places at its own cost (TU) possible	Updated planning (Mach 2016)		
Country	Organisation	TOTAL		Country	Organisation	TOTAL
DE	IGM	5	DE	IGM	4	
UK	Unite	4	UK	Unite	3	
SE	IF Metall	3	SE	IF Metall	4	
IT	FIOM	3	IT	FIOM	2	
RO	FSLIL (BNS)	3	RO	FSLIL (BNS)	2	
FR + ES		7	RO	TU Henri Coanda	1	
			FR	FO metaux	2	
			FR	CFDT	2	
			ES	CCOO	3	
			PL	Solidarnosc	2	
	industriAll	1		industriAll Europa	1	
	AuL BI	2		AuL BI	2	
	Experts	2		Experts	2	
TOTAL		30	TOTAL		30	

		 <small>Demographic change and employment in European aerospace industry</small>		 Arbeit und Leben <small>Bielefeld e.V. DGB VHS</small>
Overview: Main topics of questionnaire (1)				
General section				
<ol style="list-style-type: none"> 1. Company and contact person 2. Employment development 2016 3. Age and qualification structure 				
"Personnel work and demography"				
PART A) Company conditions				
<ol style="list-style-type: none"> 1. Acquisition of employees 2. Qualification and learning-conducive work environment 3. Promoting health and ageing-appropriate staffing 4. Transfer of know-how 5. Company culture 				
PART B) Measures taken in the company or in the sector				
<ol style="list-style-type: none"> 1. Company measures 2. Policies taken at company level or above 				





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Overview: Main topics of questionnaire (2)				
PART C) Importance for the actors' work				
<i>"How strong is the commitment of the following organisations or groups of people to the topic "demography and personnel work"</i>				
PART D) Need for action on the company and sector levels				
<ol style="list-style-type: none"> 1. Securing skilled workers 2. Ageing at the workplace while staying healthy and competent (ageing-appropriate work structures) 3. Offers for specific target groups (age-appropriate work structures) 				
Please notice:				
The questionnaire can be downloaded from the website				
www.air-change.eu				
in DE, EN, SE, IT, FR, ES, RO, PL				














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Change in employment	Demographic Trends	Personnel development	Age Management
<p>September 2016</p> <p>WORKSHOP A Analysis & Development</p> <p>3 Priorities:</p> <ul style="list-style-type: none"> ✚ Securing skilled workforce ✚ Ageing-appropriate work structures („Staying healthy and competent in employment“) ✚ Age-appropriate work structures („Diversity & offers for specific groups of employees“) <p>Instrument: European survey in companies (Questionnaire)</p>	<p>February 2017</p> <p>WORKSHOP B Strategy & Innovation</p> <p>3 approaches to action:</p> <ul style="list-style-type: none"> ✚ Initiatives in qualification & employment ✚ Ageing-appropriate work structures What workers' representatives can do? ✚ Models of Age-appropriate work structures How to deal with the interests of different groups of employees? <p>Aim: Action Plan for an exemplary initiative (Sector or Company)</p>	<p>Feb. – June 2017</p> <p>„STRATEGIC PROJECTS“</p> <p>Implementation of national activities as pilots at sectoral and/or company level</p> <ul style="list-style-type: none"> ✚ Germany ✚ United Kingdom ✚ Italy ✚ Sweden ✚ Romania ✚ Spain ✚ France ✚ Poland <p>Result: Each partner has implemented a best-practice initiative</p>	<p>June 2017</p> <p>FINAL CONFERENCE „Personnel work, securing skilled workforce and age management in Company“</p> <p>Contents:</p> <ul style="list-style-type: none"> ✚ Results from European survey ✚ European Sector Infos (Synthesis Report) ✚ Fields of action for personnel work & age management ✚ Tools & Materials ✚ Best-practice-Initiatives (Trade Unions & works councils) ✚ Conclusions and Recommendations

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Information and public relations			
			
Project - Flyer	Project-Handbook 2015 - 2017	Website www.air.change.eu	Newsletter 1 - 3
			
European Survey "Demography, personnel work and employment"	Workshop Reports (A + B)	Sector- & Company-Profiles from aerospace industry	Manual "Personnel work and age management"

   							
Interpretation Project Events							
Event	Approved by EU-Commission: DE > EN plus 3 other languages						
Interpreting	DE > EN	FR	IT	ES	RO	PL	SE
Workshop A	X	X	X	X	---	---	---
Workshop B	X	X	X	X	---	---	---
Final Conference	X	X	X	X	---	---	---

   	
Translation of products and materials	
Languages represented in project:	DE, EN, SE, IT, FR, ES, RO, PL = 8
Project-Flyer	All languages <i>(done)</i>
Website www.air-change.eu	German & English <i>(done)</i> Article from partners <i>(information, brief reports etc.) additionally in the respective countries language</i>
Questionnaire	All languages <i>(done)</i>
Criteria-list for sector profiles	German & English <i>(done)</i>
Newsletter (1-3)	All languages <i>(without SE)</i>
Synthesis Report (National Sector Profiles)	German & English
Workshop-Documentation A + B	German & English
Final Report (Manual)	All languages <i>(without SE)</i>

    			
Workplan March 2016 – Sep. 2016			
<i>Subject</i>	<i>Task</i>	<i>Who</i>	<i>Deadline (for completion and return)</i>
Website www.air-change.eu	Completion partner profiles (TUs)	industriAll, CCOO, FO,	right away
	Information about current developments in the national aerospace industry <i>(trends in companies, specific activities from trade unions and employees' representatives, meetings and so on for publishing on the website)</i>	All partners	ongoing
European survey <i>(see questionnaire / excel version and PDF on the website)</i>	Conducting the survey <i>(see questionnaire)</i> At least 3 companies per partner	All partners	Deadline 1: 31. May 2016 minimum: for 2 companies Deadline 2: 30. June 2016 for 3 and more companies
National sector profiles aerospace industry <i>(see criteria list on the website)</i>	Part 1: Sector overview and structural data <i>(basic version)</i>	FIOM (IT) IF Metall (SE)	right away (as quickly as possible)
	Part 2: Demographic change and impacts on work organization and employment <i>(enlarged version)</i>	All partners	Deadline: 31. July 2016
Newsletter 1	Interview: "Our expectations to the project and our main goals for project implementation" <i>(Brief answer (opinion) from each partner: maximum half a page)</i>	All partners	Deadline: 16. May 2016