

Υπόμνημα-Αναφορά

ΑΠΟ:

Ελένη Ιωάννα Σινάνη
Διευθύντρια Κέντρο Δια Βίου Μάθησης ΥΠΟΔΟΜΗ
Ματρόζου 1, Νεάπολη, Τ.Κ. 56728
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ΠΡΟΣ:

Υπουργό Εργασίας και κοινωνικής ασφάλισης

ΘΕΜΑ: «Ενημέρωση δραστηριοτήτων και ερώτημα προς την υπηρεσία»

Το Κέντρο Δια Βίου Μάθησης ΥΠΟΔΟΜΗ, που εδρεύει στη ΝΕΑΠΟΛΗ Θεσσαλονίκης, οδός Ματρόζου 1, υλοποιεί, ως φορέας υποδοχής με έγκριση της Ευρωπαϊκής Ένωσης και αριθμό αδείας PIC 946660055, προγράμματα Erasmus+ στον τομέα εκπαίδευσης και επαγγελματικής κατάρτισης.

Το Κέντρο μας, ως φορέας υποδοχής, υλοποιεί προγράμματα προσωπικού (καθηγητές) και εκπαιδευόμενων (μαθητών):

- **Προσωπικό** (διάρκεια προγράμματος μία εβδομάδα)
Οι καθηγητές από σχολεία της Ευρωπαϊκής Ένωσης επισκέπτονται Δημόσια και Ιδιωτικά σχολεία για job shadowing, πανεπιστήμια και δημόσιους ή ιδιωτικούς οργανισμούς (νοσοκομεία, γηροκομεία κτλ.) για εκπαίδευση και επαγγελματική κατάρτιση.
- **Εκπαιδευόμενοι** (διάρκεια προγράμματος δύο ή τρεις εβδομάδες)
Οι μαθητές επαγγελματικών λυκείων, τεχνικών σχολών και μεταλυκειακών σχολών από χώρες της Ευρωπαϊκής Ένωσης (αλλά και συνεργαζόμενων χωρών, εκτός αυτής, για Erasmus+, όπως Τουρκία, Σερβία κτλ.) επισκέπτονται τη χώρα μας για εκπαίδευση, επαγγελματική κατάρτιση και πρακτική άσκηση σε ΕΠΑΛ, φορείς του δημοσίου (δήμοι, περιφέρεια κτλ.) και σε εταιρείες ιδιωτικού και δημόσιου τομέα, σύμφωνα με το αντικείμενο σπουδών τους.

Το Κέντρο Δια Βίου Μάθησης ΥΠΟΔΟΜΗ έρχεται σε συμφωνία με σχολεία διαφόρων χωρών της ΕΕ ως φορέας υποδοχής και υπογράφει με αυτά:

- a. Ιδιωτικό συμφωνητικό συνεργασίας (private agreement)
- b. Σύμφωνο μάθησης (learning agreement)
- c. Δέσμευση ποιότητας (quality commitment)
- d. Πρόγραμμα δραστηριοτήτων (program of activities)

ΧΑΡΗΣ ΚΑΣΤΑΝΙΔΗΣ
ΒΟΥΛΕΥΤΗΣ Α΄ ΘΕΣΣΑΛΟΝΙΚΗΣ
ΕΡΜΟΥ 10 – 546 25 ΘΕΣΣΑΛΟΝΙΚΗ
ΞΕΝΟΚΡΑΤΟΥΣ 38 – 10676 ΑΘΗΝΑ
τηλ. 210 72 47 961

ΠΑΒ	427
28-11-19	

ΑΝΑΦΟΡΑ

Αθήνα, 22.11.2019

Προς τον Υπουργό Εργασίας και Κοινωνικών Υποθέσεων
κ. Ιωάννη Βρούτση

κ. Υπουργέ,

Το Κέντρο Δια Βίου Μάθησης ΥΠΟΔΟΜΗ, που εδρεύει στη Νεάπολη Θεσσαλονίκης, υλοποιεί ως φορέας υποδοχής με έγκριση της Ευρωπαϊκής Ένωσης και αριθμό αδείας PIC 946660055, προγράμματα ERASMUS+ στον τομέα εκπαίδευσης και επαγγελματικής κατάρτισης.

Με την παρούσα αναφορά μου σας επισυνάπτω την επιστολή της κας Ελένης Ιωάννας Σινάνη με την οποία θέτει το ερώτημα, το οποίο έχει υποβάλλει στις αρμόδιες ελεγκτικές υπηρεσίες, εάν πρέπει να προβούν σε κάποιες ενέργειες προς ενημέρωση αυτών και των φορέων του ΕΦΚΑ για το πρόγραμμα επισκέψεων της πρακτικής άσκησης των μαθητών της ΕΕ ή χωρών εκτός αυτής που υλοποιούν προγράμματα ERASMUS+

Το ερώτημα τέθηκε διότι σε τυχόν έλεγχο των επιχειρήσεων ελλοχεύει ο κίνδυνος να θεωρηθούν οι εκπαιδευόμενοι μαθητές ή καθηγητές ως ανασφάλιστο προσωπικό και πιθανόν να υπάρξουν κυρώσεις στις επιχειρήσεις που δέχονται τους εκπαιδευόμενους μαθητές για πρακτική άσκηση.

Το ερώτημα δεν απαντήθηκε από τις αρμόδιες υπηρεσίες στις οποίες απευθύνθηκε. Στα υπόλοιπα κράτη της ΕΕ δεν υφίσταται ο κίνδυνος αυτός γιατί υπάρχει αντίστοιχη νομολογία.

Ο αναφέρων Βουλευτής

Χάρης Καστανίδης

Στο ιδιωτικό συμφωνητικό περιλαμβάνονται οι όροι συνεργασίας και οι υποχρεώσεις του κάθε συμβαλλόμενου, όπως:

- a. Η διαμονή, η διατροφή και οι μετακινήσεις
- b. Οι πολιτιστικές επισκέψεις
- c. Η ασφάλεια (ευρωπαϊκή κάρτα ασφάλισης, ασφάλεια αστικής ευθύνης και ασφάλεια εργατικού ατυχήματος)
- d. Το κόστος υλοποίησης του προγράμματος

(επισυναπτόμενο υπόδειγμα).

Το ιδιωτικό συμφωνητικό και τα αντίστοιχα τιμολόγια κατατίθενται στην εφορία ως ενδοκοινοτική συναλλαγή (έμβασμα).

Στο πρόγραμμα δραστηριοτήτων αναφέρονται οι επιχειρήσεις-εταιρείες, το είδος της πρακτικής κατάρτισης, η καθημερινή διάρκεια αυτής καθώς επίσης η εκπαιδευτικοί στόχοι που επιτυγχάνονται.

(επισυναπτόμενο υπόδειγμα).

Με βάση την ευρωπαϊκή νομολογία και νομοθεσία, το Κέντρο μας, για την ασφάλεια των μαθητών και των καθηγητών του προγράμματος, ζητά από τα σχολεία, τα παρακάτω:

- a. Ασφάλεια υγείας (Ευρωπαϊκή Κάρτα Ασφάλισης για χώρες της ΕΕ ή Ιδιωτική ασφάλεια από χώρες εκτός της ΕΕ)
- b. Ασφάλεια αστικής ευθύνης
- c. Ασφάλεια προσωπικού ατυχήματος.

Επιπροσθέτως, σας γνωστοποιούμε ότι στις εταιρείες που υλοποιείται το πρόγραμμα Erasmus+, προσκομίζουμε τις ταυτότητες των εκπαιδευόμενων, όλες τις παραπάνω ασφάλειες καθώς και τον αριθμό έγκρισης του ευρωπαϊκού προγράμματος. Επίσης, όλοι οι εκπαιδευόμενοι φέρουν ταμπελάκι όπου αναγράφονται το ονοματεπώνυμό τους, το σχολείο, η χώρα προέλευσής τους και ο κωδικός προγράμματος τους Erasmus+.

Προς τις αρμόδιες ελεγκτικές υπηρεσίες υποβάλαμε το ερώτημα: Πρέπει να προβούμε σε κάποιες ενέργειες προς ενημέρωση αυτών και των φορέων του ΕΦΚΑ για το πρόγραμμα επισκέψεων της πρακτικής άσκησης των μαθητών της ΕΕ ή χωρών εκτός αυτής που υλοποιούν προγράμματα Erasmus + ;

Το ερώτημα τέθηκε διότι σε τυχόν έλεγχο των επιχειρήσεων ελλοχεύει ο κίνδυνος να θεωρηθούν οι εκπαιδευόμενοι μαθητές ή καθηγητές ως ανασφάλιστο προσωπικό και πιθανόν να υπάρξουν κυρώσεις στις επιχειρήσεις που δέχονται τους εκπαιδευόμενους μαθητές για πρακτική άσκηση.

Το ερώτημα δεν απαντήθηκε από τις αρμόδιες υπηρεσίες στις οποίες απευθυνθήκαμε. Σημειώνουμε ότι στα υπόλοιπα κράτη της ΕΕ δεν υφίσταται ο κίνδυνος αυτός γιατί υπάρχει αντίστοιχη νομολογία.

Ευχαριστούμε πολύ
Ελένη-Ιωάννα Σινάνη
Διευθύντρια ΚΔΒΜ ΥΠΟΔΟΜΗ

ΚΕΝΤΡΟ ΔΙΑ ΒΙΟΥ ΜΑΘΗΣΗΣ

Α.
ΜΑΤΡΩ
ΤΕ

28
ΝΙΚΗ
ΝΙΚΗΣ

Επισυναπτόμενα έγγραφα:

1. Υπόδειγμα ιδιωτικού συμφωνητικού (στα ελληνικά και στα αγγλικά, με τα παραρτήματά τους)
2. Ενδεικτικό πρόγραμμα δραστηριοτήτων (3 εβδομάδων στα αγγλικά)
3. Οδηγός Erasmus+, όπου στη σελίδα 10 γίνεται αναφορά στην ασφάλεια των συμμετεχόντων, στις σελίδες 25 και 30 αναφέρονται οι στόχοι και τα αποτελέσματα και στη σελίδα 272 γίνεται αναφορά στη χρηματοδότηση από ίδιους πόρους.

ΙΔΙΩΤΙΚΟ ΣΥΜΦΩΝΗΤΙΚΟ

Σήμερα, στις 00 / 00 / 0000., μεταξύ των πιο κάτω συμβαλλομένων μερών:

α) Του **(όνομα σχολείου)**, το οποίο έχει την έδρα (διεύθυνση, πόλη, χώρα, ΑΦΜ) , που εκπροσωπείται νόμιμα από τον Διευθυντή (ονοματεπώνυμο διευθυντή) (Αναφέρεται σε σύντμηση ως πρώτος εταίρος)

και

β) Του **ΚΔΒΜ ΥΠΟΔΟΜΗ**, η οποία έχει την έδρα στη Ματρόζου 1, Νεάπολη Θεσσαλονίκης, Τ.Κ. 56728, Ελλάδα, ΑΦΜ 099930369 που εκπροσωπείται νόμιμα από τη Διευθύντρια Ελένη-Ιωάννα Σινάνη (Αναφέρεται σε σύντμηση ως δεύτερος εταίρος)

Έχουν συμφωνηθεί και έχουν γίνει αμοιβαίως αποδεκτά τα ακόλουθα:

1. ΑΝΤΙΚΕΙΜΕΝΟ ΤΗΣ ΣΥΜΦΩΝΙΑΣ

Στο πλαίσιο του προγράμματος ERASMUS + (κωδικός προγράμματος) ο Εταίρος 1 αναθέτει στον Εταίρο 2 τις ακόλουθες εργασίες:

Την υλοποίηση του εκπαιδευτικού προγράμματος στο σύνολό του που περιλαμβάνει τόσο πρακτική εξάσκηση σε επιχειρήσεις με παράλληλες τεχνικές επισκέψεις σε άλλες επιχειρήσεις και οργανισμούς, όσο και θεωρητική κατάρτιση όπως αυτή περιλαμβάνεται στο συμφωνημένο πρόγραμμα εκπαίδευσης.

Επιπλέον, την εξασφάλιση της διαβίωσης στη Θεσσαλονίκη η οποία θα περιλαμβάνει: Διαμονή σε ξενοδοχείο, διατροφή (πρωινό, μεσημεριανό και δείπνο), καθώς και την υλοποίηση πολιτιστικών επισκέψεων (στο Μουσείο Βυζαντινού Πολιτισμού Θεσσαλονίκης, στον Λευκό Πύργο, στο Αρχαιολογικό Μουσείο Θεσσαλονίκης, στον αρχαιολογικό χώρο της Βεργίνας και στο αντίστοιχο μουσείο, περιήγηση στα Βυζαντινά Κάστρα της Άνω Πόλης και στον Πύργο του Τριγωνίου, καθώς επίσης και στις εκκλησίες του Αγίου Δημητρίου και της Αγίας Σοφίας), την εξασφάλιση ξεναγών και καρτών εισόδου στα ανωτέρω αξιοθέατα που θα επισκεφτούν, την υλοποίηση των εσωτερικών μετακινήσεων για σκοπούς του προγράμματος από το ξενοδοχείο στους χώρους πρακτικής εξάσκησης με επιστροφή. Πρόσθετα αναθέτει τη μετακίνηση από το αεροδρόμιο στο ξενοδοχείο και επιστροφή.

Ο εταίρος 1 αναλαμβάνει πλήρως την ευθύνη έναντι των συμμετεχόντων ιδιαίτερα των ανηλίκων, για τους οποίους θα πρέπει να εξασφαλίσει τη ρητή άδεια των γονέων τους, τα απαραίτητα ταξιδιωτικά έγγραφα, καθώς επίσης και την έκδοση των εγγράφων ασφάλισης, όπως αυτά ορίζονται στο Παράρτημα Ι που ακολουθεί το ιδιωτικό συμφωνητικό. Ο εταίρος 2 δεν ευθύνεται για οτιδήποτε συμβεί κατά τη διάρκεια υλοποίησης του προγράμματος (ασθένεια, ατύχημα, κλοπή κλπ)

2. ΚΟΣΤΟΣ

Το αντίτιμο για τις πιο πάνω υπηρεσίες είναι συνολικά **(ποσό)** ευρώ.

Ο δεύτερος εταίρος έχει την ευθύνη της έκδοσης όλων των αναγκαίων τιμολογίων για όλες τις δαπάνες που προκύπτουν. Όλα τα τιμολόγια που θα εκδώσει θα πρέπει να αναφέρονται στον κωδικό του έργου ERASMUS + (κωδικός προγράμματος), καθώς και την κατηγορία των δαπανών.

3. ΔΙΑΔΙΚΑΣΙΑ ΠΛΗΡΩΜΗΣ

- 80% δηλ το ποσό των **(ποσό)** ΕΥΡΩ τουλάχιστον μία εβδομάδα πριν από την άφιξη των συμμετεχόντων.

Το υπόλοιπο 20% το ποσό των **(ποσό)** ΕΥΡΩ μετά τον απολογισμό του προγράμματος στον Εθνικό Φορέα του ERASMUS +, σε κάθε περίπτωση όχι αργότερα από 00/00/00

- Οι πληρωμές θα γίνουν μέσω τραπεζικού εμβάσματος σε τραπεζικό λογαριασμό του δεύτερου εταίρου ο οποίος είναι:

A. ΣΙΝΑΝΗΣ ΚΑΙ ΣΙΑ Ο.Ε.

Bank Details: ΤΡΑΠΕΖΑ (όνομα τραπεζής)

Account No: IBAN (αριθμός)

No: BIC: PIRBGRAA

Ρητά συμφωνείται από τα συμβαλλόμενα μέρη του παρόντος, ότι όλοι οι παραπάνω όροι και προϋποθέσεις θα πρέπει να θεωρούνται απαραίτητοι και οποιαδήποτε παραβίαση αυτών των όρων θα πρέπει να οδηγήσει σε καταγγελία της παρούσας συμφωνίας.

Οποιαδήποτε διαφορά που ενδέχεται να προκύψει από την εφαρμογή της παρούσας συμφωνίας ρυθμίζεται σύμφωνα με την ελληνική νομοθεσία.

Αυτό το ιδιωτικό συμφωνητικό συντάχθηκε σε δύο (2) αντίτυπα και υπογράφεται από όλα τα συμβαλλόμενα μέρη από τους νόμιμους εκπρόσωπους τους.

Ο πρώτος εταίρος έλαβε ένα (1) αντίγραφο και ο δεύτερος εταίρος ένα (1) αντίγραφο.

00/00/0000 (εις διπλούν)

Για τον Εταίρο 1

Ο Διευθυντής

(ονοματεπώνυμο)

Για τον Εταίρο 2

Η Διευθύντρια του ΚΔΒΜ ΥΠΟΔΟΜΗ

Ελένη-Ιωάννα Σινάνη

ΠΑΡΑΡΤΗΜΑ Ι

ΑΣΦΑΛΙΣΤΙΚΕΣ ΚΑΛΥΨΕΙΣ

Ο κάθε συμμετέχοντας στην κινητικότητα Erasmus+ πρέπει να καλύπτεται ασφαλιστικά από τα παρακάτω:

- **Ασφάλεια υγείας:**

Οι συμμετέχοντες πρέπει να προμηθευτούν την Ευρωπαϊκή Κάρτα Ασφάλισης Ασθενείας (Ε.Κ.Α.Α), καθώς επίσης και πρόσθετη ιδιωτική ασφάλιση για τις περιπτώσεις δαπανών που δεν καλύπτονται από την Ε.Κ.Α.Α., όπως επείγουσας ιατρικής περίθαλψης ή επαναπατρισμού.

- **Ασφάλεια γενικής αστικής ευθύνης υπέρ τρίτων:**

Οι συμμετέχοντες οφείλουν να είναι εφοδιασμένοι με ασφάλεια γενικής αστικής ευθύνης υπέρ τρίτων για σωματικές βλάβες ή/και υλικές ζημιές που θα προξενηθούν από αυτούς από αμέλειά τους ως φυσικά πρόσωπα κατά τη διάρκεια της πρακτικής τους άσκησης στα πλαίσια του προγράμματος Erasmus+.

- **Ασφάλεια προσωπικού ατυχήματος:**

Ασφάλεια για προσωπικά ατυχήματα που απορρέουν από τα καθήκοντα του/της δικαιούχου (ατυχήματα που προκαλούνται στον εκπαιδευόμενο στον χώρο εργασίας),

Ασφάλιση για σωματικές βλάβες ή/και υλικές ζημιές που προκαλούνται σε αυτόν ως φυσικό πρόσωπο στο πλαίσιο των συνηθισμένων του δραστηριοτήτων στον εργασιακό χώρο κατά τη διάρκεια της παραμονής του για πρακτική άσκηση στα πλαίσια του προγράμματος Erasmus+.

PRIVATE AGREEMENT

Today, on September 0rd 0000, between the following parts:

- a) the **(name of the school)**, (city and country), which is based in (address) with VAT/CIF (.....), legally represented by the Headmaster **(name)** (abbreviated referred to as first partner)
- b) the **LLC IPODOMI**, which is based in Matrozou 1, Neapoli, Thessaloniki, P.C. 56728, Greece, with VAT/CIF **099930369** which is legally represented by the Director **Mrs. Eleni-Ioanna Sinani** (abbreviated referred to as second partner)

the following have been agreed and have become mutually acceptable:

1. SCOPE OF THE AGREEMENT

Under the program of **ERASMUS+ (Erasmus+ Code Nr)** the FIRST PARTNER assigns to the SECOND PARTNER the following tasks:

The implementation of the training program as a whole, which includes practical training in companies with parallel technical visits in companies and organizations, as well as theoretical training as included in the agreed training program.

Furthermore, ensuring living in Thessaloniki, which includes: Hotel accommodation, food (breakfast, lunch, dinner) , and also the implementation of cultural visits, ensuring tourist guides, the implementation of the domestic transportation for the purposes of the program from the hotel to the sites of the practical training with return. Moreover, the first partner assigns to the second partner the transportation from the airport to the hotel and vice versa, in case the arrival and departure is by plane.

The FIRST PARTNER undertakes full responsibility of the participants, especially the under aged ones, for whom must ensure the explicit permission of their parents, temporary service passport and issuing the insurance documents as stated in Annex 1 that follows this private agreement. The SECOND PARTNER has no responsibility for anything that may happen during the implementation of the program (illness, accident, theft etc).

2. COST

The fee for the above services is in total: **(amount)** Euros.

The SECOND PARTNER is responsible for issuing all the necessary invoices for all the needs that may occur. All the invoices that will be issued must refer the program code ERASMUS+ (Erasmus+ code Nr) as well as the expenses' category.

3. PAYMENT PROCESS

80%, namely the amount of **(amount)** Euros, at least one week before the arrival of the participants (00/00/0000 at the latest).

The remaining 20%, namely the amount of (amount) Euros, after the assessment of the program in the National Body of the ERASMUS+ , in any event not later than 00/00/0000.

The payments will be done through bank transfer in the following bank account of the second partner:

A.SINANIS IKE

Bank Details: PIRAEUS BANK

Account No: IBAN (.....)

No BIC: PIRBGRAA

Explicitly agreed from the contracting parts that all the above terms and conditions must be considered necessary and any breach of these terms should result to the termination of this agreement.

Any disagreement that may come from the implementation of this private agreement is regulated according to the Greek law.

This private agreement has been drafted in two (2) copies and is signed by all the participants from their legal representatives. The first partner has received one (1) copy and the second partner has received one (1) copy of this private agreement.

00/00/0000

FIRST PARTNER

The Head Master of (name of the school)

(name of the Headmaster)

SECOND PARTNER

The Director of LLC

IPODOMI

Eleni-Ioanna Sinani

ANNEX 1

INSURANCE

All the participants in the Erasmus+ program must be covered on the following:

- **HEALTH INSURANCE**

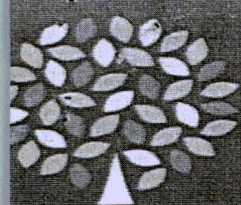
- European Health Card (EHC) or (in case that a European Health Card can't be issued) a private health insurance
- Additional private insurance (even in the case of a valid EHC) for the expenses that are not covered by the EHC, such as emergency medical care or repatriation.

- **GENERAL THIRD PARTY CIVIL LIABILITY INSURANCE**

- General third party civil liability insurance for personal injuries and material damage caused by the participant as a natural person during his/her stay for practical training in the frame of an Erasmus+ program.

- **ACCIDENT INSURANCE**

- Insurance for personal accidents resulting from the duties of the beneficiary (accidents caused by the participant in the work place)
- Insurance for personal injuries and material damage caused by him as a natural person in the context of his usual workplace activities during his/her stay for practical training in the frame of an Erasmus+ program.



Program of activities

3 March 2019	Sunday	<p>Arrival in Thessaloniki's airport and arranged pick up by Ipodomi's representative heading for check in to a central city hotel and provided information about the city of Thessaloniki and the region (plans, city maps, etc.). Every place of visit will be marked with a number in the maps. Each number is following the order of the programmed visits.</p> <p>Guided tour across the town of Thessaloniki</p>
4 March 2019	Monday	<p>Ipodomi Lifelong Learning centre (Matrozou 1, 56728, Thessaloniki, contact person: Mrs Eleni-loanna Sinani)</p> <p>From 09:00 to 14:00 : Welcome event for the participants at the premises of the Lifelong learning centre Ipodomi. Acquaintance with the host organization and its contributors. Initial guidelines and description of how the schedule is developed. After careful evaluation through interviews the students will be distributed in companies for their practical training.</p> <p>Introductory Lecture</p> <p>Subject : The history and culture of Greece, Mrs Eleni-loanna Sinani (Archaeologist-Historian).</p> <p>Guided tour across the town of Thessaloniki.</p>
5 March 2019	Tuesday	<p>9.00-15.00: Practical training at (name and address of the company)</p> <p>The participant students will practice at (name of the company) car service and they will learn to place shock absorbers of various types (hydraulics, air-oil, nitrogen-oil, air and adjustable) depending on the use. Furthermore, they will make the service of the lubrication systems and do diagnostic tests in the cars.</p> <p>17.00-19.00: Cultural visit Thessaloniki Museum of Photography The Thessaloniki Museum of Photography is the only museum of the country devoted to the art of photography, supervised by the</p>

		Ministry of Culture and Sports and every two years it organizes an international photography festival.
6 March 2019	Wednesday	9.00-15.00: Practical training at (name and address of the company) Trainees will practice on exhaust gas control as well as on repairing and replacing various mechanical components. They will have the opportunity to get to know and understand the way of operation and working conditions of a traditional car workshop
7 March 2019	Thursday	9.00-15.00: Practical training at (name and address of the company) -Students will get trained in innovative filtering and catalyst regeneration technologies with certified results. They will also understand, through practice, the recovery of catalysts and filters in the original factory setting, which can bring economic benefits to the customer (50% less cost than buying a new one). 17.00-19.00: Cultural visit Macedonian Museum of Contemporary Art The Macedonian Museum of Contemporary Art is the first modern art museum founded in 1979 in Greece, based in Thessaloniki. It covers all areas of modern art.
8 March 2019	Friday	9.00-15.00: Practical training at (name and address of the company) The participants will practice on the repair of the transmission system, on the repair of the differential, as well as on the maintenance and repair of gasoline engines (the requirements of gasoline engines against diesel or gas engines are different).
9 March 2019	Saturday	Archaeological Museum of Thessaloniki -Visit and guided tour at the most important place of culture of Macedonia Byzantine Museum of Thessaloniki -Guided tour and acquaintance with the byzantine history of the city Promenade in the city of Thessaloniki
10 March 2019	Sunday	White Tower Visiting the trademark sightseeing of the city, learning about its history during the centuries.

11 March 2019	Monday	<p>9.00-15.00: Practical training at (name and address of the company)</p> <p>-The students will get trained in vehicle maintenance both in stationary and mobile workshops. Mobile service maintenance requires special handling as the equipment is limited and apprentices will learn to find solutions with the means in hand.</p>
12 March 2019	Tuesday	<p>9.00-15.00: Practical training at (name and address of the company)</p> <p>- Participating students will be trained in the technical requirements for a successful car test. Through practical training, they will learn to test the performance of suspensions and brakes, convergence and wheel deflection, as well as the intensity and inclination of the lights. As a result, students will be able to carry out vehicle audits in an automated environment.</p> <p>17.00-19.00: Cultural visit Pasha's Gardens -Tour at Pasha's Gardens, also known as "Dragonhouses". With their mystical aura, they are one of the biggest enigmas of the city and cause admiration with their beauty and charm.</p>
13 March 2019	Wednesday	<p>9.00-15.00: Practical training at (name and address of the company)</p> <p>Students will practice on spray-oil pump checks, as well as on testing the correct operation of an oil engine. Through practice, they will learn diagnostic techniques in order to minimize fuel consumption and gas emissions (catalysts and engines)</p>
14 March 2019	Thursday	<p>9.00-15.00: Practical training at (name and address of the company)</p> <p>The primal objective of the institute is to conduct and support applied research in the field of transport in Greece and especially in operational issues, modeling and vehicle technology. In addition, it offers the provision of education or training in the respective objects and the dissemination of research results.</p> <p>-Students will understand the use of a latest technology power-wall virtual reality system, which is used for the realization of safety.</p> <p>17.00-19.00: Cultural visit Thessaloniki Museum of Railways The Thessaloniki Museum of Railways was inaugurated in 2001 and is housed in the historic 1984s building known as "Military Station". It hosts one of the famous "Orient Express" wagons, which was built</p>

		in England back to 1900.
15 March 2019	Friday	<p>9.00-15.00: Practical training at (name and address of the company)</p> <p>The participant students will practice on codification of keys that will be compatible with the safety codes of the car. They will practice on programming the car's brain. They will learn to remove a SW function if necessary, such as: lamda-sensor, microparticle filter in diesel engines, speed cutters, DPF and AGR turn off etc. They will get trained in recognizing immobilizer problems that is usually due to lack of communication between the cabin unit (immobox) and the car's brain or the key.</p>
16 March 2019	Saturday	<p>Petralona cave</p> <p>The Petralonca Cave is also known as The Cave of the Red Stones. It's a Karst formation and it came to public attention in 1960 when a fossilized hominid skull was discovered.</p>
17 March 2019	Sunday	<p>Visit at Rotunda</p> <p>It is also known as the Greek Orthodox Church of Agios Georgios, and is informally called the Church of the Rotunda. The building is now a historical monument under the Ephorate of Byzantine Antiquities of the Greek Ministry of Culture. It is included in the Early Christian and Byzantine monuments of Thessaloniki as a UNESCO World Heritage Site.</p>
18 March 2019	Monday	<p>9.00-15.00: Practical training at (name and address of the company)</p> <p>Students will practice on mechanical and electronic parts repair. Year after year, the cars become all the more electronic-dependent, thus the need for know-how of the electronic components' repair. In the company's autobody, the trainees will learn to fix damages in the exterior of the car.</p>
19 March 2019	Tuesday	<p>9.00-15.00: Practical training at (name and address of the company)</p> <p>Participant students will practice on electronic fault diagnosis (manual tester pro system, tester ACTIA, Techno test), on mechanical parts repair, such as: engine and gearbox repair and on issuing Exhaust Control Card.</p> <p>17.00-19.00: Cultural visit</p> <p>Contemporary Art Center of Thessaloniki</p> <p>The Contemporary Art Centre of Thessaloniki is an independent part of the State Museum of Contemporary Art.</p>

		It supports all forms and kinds of innovative artistic activity. It does not function merely as an intermediary along the linear progression of artist – work of art – public, but serves as an active enabler, facilitating and encouraging communication between the artist and the public.
20 March 2019	Wednesday	9.00-15.00: Practical training at (name and address of the company) The trainees will practice on changing tires, taking the tires' pressure, checking the wheel alignment and making the necessary adjustments before fitting the new tires to avoid unilateral or uneven tire wear. They will learn all there is to know about tires (summer/winter tires, tire tread depth etc)
21 March 2019	Thursday	9.00-15.00: Practical training at (name and address of the company) The participant students will get trained on air conditioning maintenance. They will deal with refrigerant loss as well as the thorough cleansing of the air conditioner (if it is not properly cleaned, it allows bacteria and fungi to grow, having as a result unpleasant and unhealthy odors). They will also practice on replacing the dehumidifier and checking the good function of the auxiliary heating system. 17.00-19.00: Cultural visit Museum of Cinematography The Museum of Cinematography of Thessaloniki is the only museum of cinema in Greece and it hosts many collections, a rich cinematographic record and a collection of giant posters.
22 March 2019	Friday	Lifelong Learning Center Ipodomi (Matrozou 1, 56728, Neapoli, Thessaloniki) Program evaluation Each participant will be evaluated by the responsible person of the program in cooperation with the accompanying teachers, taking into account the evaluation by the companies where the practical training took place. Reviewing of activities and assessment of the project. Discussion and evaluation of how useful were its contexts. Discussion about the advantages gained by the students aiming to the better access in the labor market. Conferment of certificates. Farewell event with the all the contributors of the program.
23 March 2019	Saturday	Farewell and departure



EQUITY AND INCLUSION

The Erasmus+ Programme aims at promoting equity and inclusion by facilitating the access to participants with disadvantaged backgrounds and fewer opportunities compared to their peers whenever disadvantage limits or prevents participation in transnational activities for reasons such as:

- disability (i.e. participants with special needs): people with mental (intellectual, cognitive, learning), physical, sensory or other disabilities;
- educational difficulties: young people with learning difficulties; early school-leavers; low qualified adults; young people with poor school performance;
- economic obstacles: people with a low standard of living, low income, dependence on social welfare system or homeless; young people in long-term unemployment or poverty; people in debt or with financial problems;
- cultural differences: immigrants or refugees or descendants from immigrant or refugee families; people belonging to a national or ethnic minority; people with linguistic adaptation and cultural inclusion difficulties;
- health problems: people with chronic health problems, severe illnesses or psychiatric conditions;
- social obstacles: people facing discrimination because of gender, age, ethnicity, religion, sexual orientation, disability, etc.; people with limited social skills or anti-social or risky behaviours; people in a precarious situation; (ex-)offenders, (ex-)drug or alcohol abusers; young and/or single parents; orphans;
- geographical obstacles: people from remote or rural areas; people living in small islands or in peripheral regions; people from urban problem zones; people from less serviced areas (limited public transport, poor facilities).

In the field of youth, an Inclusion and Diversity Strategy has been designed as a common framework to support the participation and inclusion of young people with fewer opportunities in Erasmus+. The Strategy is available on the website⁵ of the European Commission.

PROTECTION AND SAFETY OF PARTICIPANTS

Protection and safety of participants involved in the Erasmus+ projects are important principles of the Programme. All persons participating in the Erasmus+ Programme should have the opportunity to take full advantage of the possibilities for personal and professional development and learning. This should be assured in a safe environment which respects and protects the rights of all persons.

To this end each organisation participating in the Erasmus+ Programme must have in place effective procedures and arrangements to promote and guarantee the safety and protection of the participants in their activity. With this regard, all students, trainees, apprentices, pupils, adult learners, young people, staff and volunteers, involved in a mobility activity under all Key Actions of the Erasmus+ Programme, must be insured against the risks linked to their participation in these activities. Apart from the volunteering activities which foresee a specific insurance policy (see Annex I of this Guide), the Erasmus+ Programme does not define a unique format of insurance, nor does it recommend specific insurance companies. The Programme leaves it up to project organisers to seek the most suitable insurance policy according to the type of project carried out and to the insurance formats available at national level. Furthermore, it is not necessary to subscribe to a project-specific insurance, if the participants are already covered by existing insurance policies of the project organisers.

In either case, the following areas must be covered:

- wherever relevant, travel insurance (including damage or loss of luggage);
- third party liability (including, wherever appropriate, professional indemnity or insurance for responsibility);
- accident and serious illness (including permanent or temporary incapacity);
- death (including repatriation in case of projects carried out abroad).

If applicable, it is strongly recommended that participants in transnational activities are in possession of a European Health Insurance Card. This is a free card that gives access to medically necessary, state-provided healthcare during a temporary stay in any of the 28 EU countries, Iceland, Liechtenstein and Norway, under the same conditions and at the same cost (free in some countries) as people insured in that country. More information on the card and on how to obtain it is available at <http://ec.europa.eu/social/main.jsp?catId=559>.

Finally, if projects involve young people under 18, participating organisations are required to obtain the prior authorisation of participation from their parents or those acting on their behalf.

⁵ The Erasmus+ Inclusion and Diversity Strategy in the field of youth: http://ec.europa.eu/youth/library/reports/inclusion-diversity-strategy_en.pdf



EDUCATION AND TRAINING

Opportunities in higher education, vocational education and training, school education and adult education.

WHICH ACTIONS ARE SUPPORTED?

The following sections "Key Action 1", "Key Action 2" and "Key Action 3" present concrete Actions that are designed to achieve the Programme objectives in the field of education and training. Among these Actions, the ones mainly - but not exclusively - connected with the field of education and training are:

- Mobility projects for learners and staff in higher education and vocational education and training (VET);
- Mobility projects for staff in school education and adult education;
- Erasmus Mundus Joint Master Degrees;
- Erasmus+ Master Loans;
- Strategic Partnerships;
- Knowledge Alliances;
- Sector Skills Alliances;
- Capacity Building in the field of higher education.

The Key Action 3 section also provides information about Erasmus+ activities in support to education and training policies, involving policy analysis and peer learning, initiatives for policy innovation, tools and networks, cooperation with international organisations and dialogue with policy makers, and stakeholder organisations. These activities are implemented through specific calls for proposals managed directly by the European Commission or by its Executive Agency. For more information, please visit the websites of the Commission and of the Executive Agency.

WHAT ARE THE AIMS OF THESE ACTIONS?

SPECIFIC OBJECTIVES

The specific objectives pursued by the Erasmus+ Programme in the field of education and training are to:

- improve the level of key competences and skills, with particular regard to their relevance for the labour market and their contribution to a cohesive society, in particular through increased opportunities for learning mobility and through strengthened cooperation between the world of education and training and the world of work;
- foster quality improvements, innovation excellence and internationalisation at the level of education and training institutions, in particular through enhanced transnational cooperation between education and training providers and other stakeholders;
- promote the emergence and raise awareness of a European lifelong learning area designed to complement policy reforms at national level and to support the modernisation of education and training systems, in particular through enhanced policy cooperation, better use of EU transparency and recognition tools and the dissemination of good practices;
- enhance the international dimension of education and training, in particular through cooperation between Programme and Partner-Country institutions in the field of VET and in higher education, by increasing the attractiveness of European higher education institutions and supporting the EU's external action, including its development objectives, through the promotion of mobility and cooperation between Programme and Partner-Country higher education institutions and targeted capacity building in Partner Countries;
- improve the teaching and learning of languages and promote the EU's broad linguistic diversity and intercultural awareness.



MOBILITY PROJECTS IN THE FIELD OF EDUCATION, TRAINING AND YOUTH

WHAT ARE THE AIMS OF A MOBILITY PROJECT?

Education, training and youth activities play a key role in providing people of all ages with the necessary means to participate actively in the labour market and in society at large. Projects under this Action promote transnational mobility activities targeting learners (students, trainees, apprentices, young people and volunteers), and staff (professors, teachers, trainers, youth workers, and people working in organisations active in the education, training and youth fields) and aiming to:

- support learners in the acquisition of learning outcomes (knowledge, skills and competences) with a view to improving their personal development, their involvement as considerate and active citizens in society and their employability in the European labour market and beyond;
- support the professional development of those who work in education, training and youth with a view to innovating and improving the quality of teaching, training and youth work across Europe;
- enhance notably the participants' foreign languages competence;
- raise participants' awareness and understanding of other cultures and countries, offering them the opportunity to build networks of international contacts, to actively participate in society and develop a sense of European citizenship and identity;
- increase the capacities, attractiveness and international dimension of organisations active in the education, training and youth fields so that they are able to offer activities and programmes that better respond to the needs of individuals, within and outside Europe;
- reinforce synergies and transitions between formal, non-formal education, vocational training, employment and entrepreneurship;
- ensure a better recognition of competences gained through the learning periods abroad.

This Action also supports international mobility activities from or to Partner Countries in the fields of higher education and youth. This action also contributes to cooperation between the EU and eligible Partner Countries and reflects the EU external action objectives, priorities and principles:

- enhance the attractiveness of higher education in Europe and support European higher education institutions in competing on the higher education market worldwide;
- support the priorities identified in the Communications "Increasing the impact of EU Development Policy: an Agenda for Change"¹⁹ and "European Higher Education in the World"²⁰;
- support the internationalisation, attractiveness quality, equity of access and modernisation of higher education institutions outside Europe in view of promoting the development of Partner Countries;
- promote the development and external policy objectives and principles including national ownership, social cohesion, equity, proper geographical balance and diversity. Special attention will be given to the least developed countries as well as to disadvantaged students from poor socio-economic backgrounds and to students with special needs;
- promote non-formal learning and cooperation in the field of youth with Partner Countries.

WHAT IS A MOBILITY PROJECT?

Organisations active in the fields of education, training and youth will receive support from the Erasmus+ Programme to carry out projects promoting different types of mobility. A mobility project will consist of the following stages:

- Preparation (including practical arrangements, selection of participants, set up of agreements with partners and participants, linguistic/intercultural/task-related preparation of participants before departure);
- Implementation of the mobility activities;
- Follow-up (including the evaluation of the activities, the formal recognition - where applicable - of the learning outcomes of participants during the activity, as well as the dissemination and use of the project's outcomes).

¹⁹ Communication from the Commission to the European Parliament, the Council, the European Economic and Social Committee and the Committee of the Regions, Brussels, 13.10.2011, COM(2011) 637 Final.

²⁰ Communication from the Commission to the European Parliament, the Council, the European Economic and Social Committee and the Committee of the Regions, Brussels, 11.07.2013 COM(2013) 499 final.

f. MOBILITY TOOL+

At the earliest when the participants are selected, the beneficiary organisation must encode general information regarding the participant and the type of mobility activity s/he will carry out (e.g. participant name, destination, duration of the mobility, etc.) into Mobility Tool+. The beneficiary organisation is also responsible for updating Mobility Tool+ with any change occurred to participants or activities during the lifetime of the mobility project. Beneficiaries will be able to generate prefilled reports from Mobility Tool+ based on the information they have provided. Mobility Tool+ will also generate reports to be filled in by the participants in mobility activities.

More information about Mobility Tool+ and how to access it will be provided in the grant agreement between the National Agency and the beneficiary.

g. CONDITIONS OF PARTICIPATION OF VET LEARNERS

SELECTION

The sending organisation carries out the selection of participants in the mobility activity. The selection of learners - as well as the procedure for awarding them a grant - must be fair, transparent, coherent and documented and shall be made available to all parties involved in the selection process.

The sending organisation shall take the necessary measures to prevent any conflict of interest with regard to persons who may be invited to take part in the selection bodies or selection process of individual participants.

ACCOMPANYING PERSONS

VET learners with special needs or disadvantaged backgrounds may be accompanied by a person that will support them during the mobility period. The involvement of the accompanying person should be proportional to the number of learners involved (usually one accompanying person per group of learners carrying out a traineeship in the same receiving organisation).

The duration of the stay abroad of accompanying persons should also be proportional to the needs of the learners (usually a stay for the whole duration of the activity is accepted only in cases where the learners are not autonomous or minors).

AGREEMENT WITH THE LEARNER

Prior to their departure, VET learners must sign an agreement with the sending and receiving organisation which includes also the following:

- a "learning agreement" setting out the programme of training to be followed, as agreed by the learner, the sending and the receiving organisation. This agreement defines the target learning outcomes for the learning period abroad, specifies the formal recognition provisions (e.g. ECVET);
- a "Quality Commitment", annexed to the learning agreement, showing the rights and obligations of the trainees, the sending and receiving organisations and, when relevant, intermediary organisations.

When signing the learning agreement, VET learners are entitled to receive a grant to support them during the period of traineeship abroad. Such grant may consist of one or both of the following:

- an EU grant, calculated per day of activity (see the "funding rules" section in Part B of this Guide); and/or
- a local, regional and national grant provided by a public or private donor, or loan scheme.

"Zero-grant VET learners" are allowed, (i.e. learners who carry out traineeships which respect the Erasmus+ VET mobility criteria and benefit from the advantages of being an Erasmus+ learner without receiving an Erasmus+ mobility grant). The rules stated in this Programme Guide, except those relating to the allocation of grants, also apply to such "zero-grant VET learners".

ONLINE LINGUISTIC SUPPORT

VET learners undertaking a mobility activity lasting 19 days or longer are eligible to receive linguistic support prior to departure or during the mobility activity. In this regard, the Commission makes available an online service for selected VET learners, with a view to assess their competence in the language they will use to carry out their traineeships abroad. This service also offers them, where necessary, the possibility to improve the knowledge of the language before and/or during