



Annual report 2004

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The European Foundation for the Improvement of Living and Working Conditions is an autonomous body of the European Union, created to assist the formulation of future policy on social and work-related matters. Further information can be found at the Foundation website at <http://www.eurofound.eu.int/>

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Budget

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1. SUMMARY

Research	56%
Information and Dissemination	22%
Translation	4%
Administration	18%

2. EXPENDITURE ANALYSIS (based on 2004 payments and carry-overs)

	Activity									
	Research		Information and Dissemination		Translation		Administration		Total	
	'000 euro	%	'000 euro	%	'000 euro	%	'000 euro	%	'000 euro	%
Staff	3,770	43	2,005	23	262	3	2,701	31	8,738	48
Administrative	739	42	388	22	70	4	563	32	1,761	10
Operational	5,609	74	1,508	20	461	6	0	0	7,578	42
Total	10,118	56	3,901	22	793	4	3,264	18	18,077	100

3. STAFFING

	Research	Information and Dissemination	Translation	Administration	Total
Grade A	15	5	2	4	26
Grade B	6	3	0	9	18
Grade C	11	7	1	10	29
Grade D	0	0	0	1	1
Total	32	15	3	24	74

Country	Representatives of national governments		Representatives of employer organisations		Representatives of employee organisations	
	Member	Alternate	Member	Alternate	Member	Alternate
Austria	Andreas Schaller Federal Ministry for Social Security and Generations	Birgit Stimmer Federal Ministry for Economy and Labour	Heinrich Brauner Federation of Austrian Industry (IV)	Christoph Parak Austrian Association for Public and Social Economy	Renate Czeskleba Austrian Federation of Trade Unions (ÖGB)	Wolfgang Greif GPA Union of Salaried Private Sector Employees
Belgium	Michel De Gols Ministry of Employment and Labour	Jan Baten Ministry of Employment and Labour	Arnout de Koster Federation of Enterprises in Belgium (FEB-VBO)	Roland Waeyaert Organisation for self-employed and SMEs (UNIZO)	Herman Fonck Confederation of Christian Trade Unions (ACV/CSC)	François Philips Belgian General Federation of Labour (ABW/FGTB)
Cyprus	Lenia Samuel Ministry of Labour & Social Insurance	Charalambos Kolokotronis Ministry of Labour & Social Insurance	Michalis Antoniou Cyprus Employers & Industrialists' Federation	Lena Panayiotou Cyprus Employers & Industrialists' Federation	Petros Theophanous Cyprus Workers Confederation (SEK)	Andreas Poulis Cyprus Workers Confederation (SEK)
Czech Republic	Vlastimil Vácha Ministry of Labour and Social Affairs	Josef Jirkal Ministry of Labour and Social Affairs	Vladimira Drbalová Confederation of Industry of the Czech Republic	Josef Formisek Czech Association of Employers in the Electricity Industry	Hana Malková Czech-Moravian Confederation of Trade Unions (CMKOS)	Ludik Toman Czech-Moravian Confederation of Trade Unions (CMKOS)
Denmark	Jonas Bering Litsberg Ministry for Employment	Kim Taasby Ministry of Labour	Henriette Bennicke Confederation of Danish Employers	Nils J Andreassen Danish Confederation of Employers' Associations in Agriculture (SALA)	Jens Wiene Salaried Employees & Civil Servants Council (FTF)	Niels Sørensen Danish Confederation of Trade Unions (LO)
Estonia	Tiit Kaadu Ministry of Social Affairs	Ivar Raik Ministry of Social Affairs	Eve Päärendson Estonian Employers' Confederation (ETTK)	Tarmo Kriis Estonian Employers' Confederation (ETTK)	Vaike Parkel Employees' Unions' Confederation (TALO)	Kalle Kalda Confederation of Estonian Trade Unions (EAKL)
Finland	Raila Kangasperko Ministry of Labour	Tuomo Alasoini Ministry of Labour	Seppo Saukkonen Confederation of Finnish Industry & Employers (TT)	Mirja-Maija Tossavainen Employers' Confederation of Service Industries (PT)	Marjaana Valkonen Central Organisation of Finnish Trade Unions (SAK)	Leila Kurki Finnish Confederation of Salaried Employees (STTK)
France	Marc Boisnel Ministry of Social Affairs, Labour and Solidarity	Emmanuel Gerat Ministry of Social Affairs, Labour and Solidarity	Florence Cordier France Electricity and France Gas (EDF-GDF)	Emmanuel Julien Movement of French Enterprises (MEDEF)	Jean Vanoye French Democratic Confederation of Labour (CFDT)	Rafaël Nedzyski General Confederation of Labour (CGT-FO)
Germany	Andreas Horst Federal Ministry of Economics and Labour	Eva Högl Federal Ministry of Economics and Labour	Rainer Schmidt -Rudloff Confederation of German Employers' Association (BDA)	Renate Hormung -Draus Confederation of German Employers' Association (BDA)	Dieter Pougin German Confederation of Trade Unions (DGB)	Reinhard Dombre German Confederation of Trade Unions (DGB)

	Representatives of national governments	Representatives of employer organisations	Representatives of employee organisations	
Greece	Gregorios Peloriadis Ministry of Employment and Social Protection Mária Ladó Ministry of Employment and Labour Sean Ward Department of Enterprise Trade and Employment Paolo Reboani Ministry of Labour and Social Politics Ineta Tāre Ministry of Welfare	Constantinos Petinis Ministry of Employment and Social Protection Edit Virág Ministry of Employment and Labour Riona Ni Fhlangaile Department of the Environment, Heritage and Local Government Francesca Pelain Ministry of Labour and Social Politics Ineta Vjaksė Ministry of Welfare	Rena Bardani Confederation of Greek Industries Antal Csuptor National Association of Strategic and Public Utility Company (STRATOSZ) Liam Doherty Irish Business and Employers Confederation (IBEC) Massimo Marchetti General Confederation of Italian Industry (Confindustria) Elina Egle Latvian Employers Confederation (LDDK)	Alexandros Kalyvis General Confederation of Workers of Greece (GSEE) Erzsébet Hanti National Confederation of Hungarian Trade Unions (MSZOSZ) Rosheen Callender Services Industrial, Professional & Technical Union (SIPTU) Giulia Barbucci General Confederation of Italian Workers (CGIL) Angelo Masetti Union of Italian Workers (UIL) Iveta Ozola Union of Independent Trade Unions of Latvia (LBAS) Lolita Burbo Union of Independent Trade Unions of Latvia (LBAS)
Hungary				
Ireland				
Italy				
Latvia				
Lithuania	Rita Kazlauskienė Ministry of Social Security and Labour Nadine Welter Ministry of Labour and Employment Noel Vella Ministry of Education	Evaldas Bacevicius Ministry of Social Security and Labour Jean Zahlen Ministry of Labour and Employment Anna Borg Employment and Training Corporation Martin Blomsma Ministry of Social Affairs and Employment	Gintare Miskinyte Confederation of Lithuanian Industrialists (LPK) Emmanuelle Mathieu Federation of Luxembourg Industrialists (FEDIL) Nicolas Welsch National Railway Society of Luxembourg John Scicluna Malta Federation of Industry (MFOI) Kees J. Vos Ministry of Social Affairs and Employment	Vaidotas Patronis Lithuanian Labour Federation (LDF) Janina Matuziene Lithuanian Trade Union Confederation (LPSK) Viviane Goergen Christian Trade Union Confederation (LCGB) René Pizzaferrì Luxembourg Confederation of Independent Trade Unions (OGB-L) Anthony Debono Confederation of Malta Trade Unions (CMTU) Arie Woltmeijer National Federation of Christian Trade Unions (CNV)
Luxembourg				
Malta				
Netherlands				

	Representatives of national governments		Representatives of employer organisations		Representatives of employee organisations	
Poland	Agnieszka Chlon-Dominiczak Ministry of Social Policy	Jerzy Ciecchanski Ministry of Social Policy	Michał Boni Polish Confederation of Private Employers (PKPP)	Andrzej Jankowski Confederation of Polish Employers	Bogdan Olszewski Independent and self-governing Trade Union 'Solidarnosc' (NSZZ)	Agata Baranowska-Cryczuk Independent and self-governing Trade Union 'Solidarnosc' (NSZZ)
Portugal	Jorge Gaspar Ministry of Economics and Employment	Fernando Ribeiro Lopes Ministry of Social Affairs and Employment	Heitor Salgueiro Association of Portuguese Industry (CIP)	Pedro Almeida Freire Association of Portuguese Trade and Commerce (CCP)	Joaquim Dionisio Confederation of Portuguese Workers (CGTP)	João de Deus Gomes Pires General Workers Federation (UGT-P)
Slovakia	Elena Michaldová Ministry of Labour, Social Affairs and Family	Elena Bartunková Ministry of Labour, Social Affairs and Family	Viola Kromerová Slovak Tradesmen Union	Martina Kunáková Slovak Tradesmen Union	Eva Mešťanová Confederation of Trade Unions of the Slovak Republic (KOZ SR)	Margita Ančičová Confederation of Trade Unions of the Slovak Republic (KOZ SR)
Slovenia	Vladka Komeč Ministry of Labour, Family and Social Affairs	Metka Štoka-Debevec Ministry of Labour, Family and Social Affairs	Marjan Ravnik Chamber of Craft of Slovenia (OZS)	Nina Globočnik Association of Employers of Slovenia	Pavle Vrhovec Association of Free Trade Unions of Slovenia (ZSSS)	Jure Snoj Association of Free Trade Unions of Slovenia (ZSSS)
Spain	Pilar González Bayo Ministry of Labour and Social Affairs	Carmen Briones Gonzalez Ministry of Labour and Social Affairs	Maria Angeles Azenjo Dorado National Confederation of Construction (CNC)	Rosario Escolar Polo State Society of Industrial Shares (SEPI)	Rosario Morillo Confederation of Workers Commission (CC.OO)	Iñigo Sagarna Odriozola Basque Workers Solidarity (ELA-STV)
Sweden	Inger Ohlsson National Institute for Working Life	Gunilla Malmberg Ministry of Social Affairs	Marie-Louise Thorsén-Lind Confederation of Swedish Enterprise	Sverker Rudeberg Confederation of Swedish Enterprise	Mats Essemyr Swedish Confederation of Professional Employees (TCO)	Sten Gellerstedt Swedish Trade Union Confederation (LO)
United Kingdom	George Clark Department for Work and Pensions	Anthony R. Martin Department for Work and Pensions	Kate Groucutt Confederation of British Industry (CBI)	Neil Bentley Confederation of British Industry (CBI)	Richard Exell Trade Union Congress (TUC)	Peter Coldrick Trade Union Congress (TUC)
Representatives from the Commission						
	Member	Alternate	Member	Alternate	Member	Alternate
	Bernhard Jansen DG Employment and Social Affairs	Jackie Morin DG Employment and Social Affairs	Ylva Tiveus DG Environment	Robin Mège DG Environment	Andrew Sors DG Research	Ronan O'Brien DG Research

Members of the Bureau

Government group

Vice-Chairperson of the Board

Marc Boisnel, Ministry of Social Affairs, Labour and Solidarity

Alternate

Kees J. Vos, Ministry of Social Affairs and Employment

Employers group

Chairperson of the Board

Jan Willem van den Braak, Confederation of Netherlands Industry and Employers (VNO-NCW)

Employees group

Vice-Chairperson of the Board

Marjaana Valkonen, Central Organisation of Finnish Trade Unions (SAK)

European Commission

Vice-Chairperson of the Board

Bernhard Jansen, DG Employment and Social Affairs

Coordinators

Employers group

Member

Natascha Waltke, Union of Industrial and Employers Confederations of Europe (UNICE)

Alternate

Bernard Le Marchand, European Federation of Medium-Sized and Major Retailers (FEMGED)

Employees group

Member

Walter Cerfeda, European Trade Union Confederation (ETUC)

Alternate

Sinéad Tiernan, European Trade Union Confederation (ETUC)

EFTA Representatives at EF Meetings as Observers

Government

Hanna Sigridur Gunnsteinsdottir, Ministry for Social Affairs, Iceland

Employers

Dagfinn Malnes, Confederation of Norwegian Business and Industry, Norway

Employees

Antony Kallevig, Norwegian Confederation of Trade Unions, Norway

3 Committee of Experts (as at 31 December 2004)

The mandate of the Members of the Committee of Experts expired in October 2002. The new draft regulation of the Foundation's mandate, in light of EU enlargement, does not provide for a committee of experts, therefore the committee had no members in 2004.

Foundation staff (as at 31 December 2004)

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Directorate

Willy Buschak, Acting Director
Eberhard Köhler, Advisor to Directorate
Barry O'Shea, Advisor to Directorate *
Sylvie Jacquet, Brussels Liaison Officer
Philippe Alfonso (T)
Cécile Deneys

Administration

Terry Sheehan, Head of Section
Sarah Hayes
Marika Ylitolva

Finance

Jean-Christophe Gayrand, Accounting Officer
Gema María Castro Martín
Colin Hindle (T)
Leontine Mastenbroek

General Services

Michael Cosgrave
Kay Flynn (T)
Ewan Hogan
Leslie Privett (T)
Gillian Wall (T)

Catering Services

Helen Ritchie (T)
Maura O'Brien (T)

Information and Communication Technology

Barry O'Shea, Acting Head of Section

Support and Operational Team

Linda Byrne
Said El Aroussi
Brian Gorman (T)
Jim Halpenny
Louise Shanley

Web Technology Team

Stephan Jaeger
Barbara Schmidt

Information and Communication Technology

Elisabeth Lagerlöf, Head of Section
May-Britt Billfalk
Måns Mårtensson

Public Affairs Unit

Brid Nolan, Programme Manager
Sophie Flynn (T)
Elisabeth Gouilleux-Cahill
Doris Hirschfeld

Content Management & Dissemination Unit

Mary McCaughey, Editor-in-Chief
Susan Calnan (T)
Clare Deasley (T)
Cristina Sequeira Frawley
Martin Flynn
Sean Griffin
Philip Ireland
Linda Longmore (T)
Brigitte Mariacher
Sylvie Seigné-Monks
Chrysanthe Moschonaki
Fiona Murray
Hilary O'Donoghue
Colm O'Neill
Maria Santos
Jan Vandamme

Human Resources

Raymond Comerford, Head of Section
Heather Brown
Aoife Caomhánach
Ana Espinosa (T)
Matias Linder

Operational Support

Mattanja de Boer, Head of Section
Martine Deasy
Patricia Kingston
Bernadette Lovatt
Sebastian Manka (T)
Mary McNeice

Research

Industrial Relations

Stavroula Demetriades, Coordinator
Isabella Biletta **
Maria Cuesta
David Foden
Camilla Galli da Bino
Alexandra Gryparis
Timo Kauppinen
Marina Patriarka
Sylvaine Recorbet
Christian Welz

Living Conditions

Robert Anderson, Coordinator
Javier Bernier
Bianca Bottoni **
Sarah Farrell
Inma Kinsella
Hubert Krieger
Henrik Litske
Teresa Renehan
Gerlinde Ziniel

Working Conditions

Agnès Parent-Thirion, Coordinator
Roseanna Creamer
Christine Gollin
Bernard Housset **
John Hurley
Sophia MacGoris
Jean-Michel Miller
Sabrina Tesoka
Greet Vermeulen

European Monitoring Centre on Change (EMCC)

Barbara Gerstenberger, Coordinator
Catherine Cerf
Gregorio de Castro
Janet Smith

(T) Temporary staff

* Seconded from European Commission

** Seconded National Expert

Advisory Committees

Advisory Committee for Working Conditions

Project 0240

Coordinator: Agnès Parent-Thirion

Representation

Governments: Inger Ohlsson (SE)
Birgit Stimmer (AU)
Michel de Gols (BE) (alternate)

Employers: Marie-Louise Torsén-Lind (SE)
Natascha Waltke (UNICE)
Maria Angeles Asenjo (ES) (alternate)

Workers: Hermann Fonck (BE)
Erik Pentenga (NL)
Palve Vrhovec (SL) (alternate)

Commission: Michael Wimmer DG Employment

Advisory Committee for Living Conditions

Project 0238

Coordinator: Robert Anderson

Representation

Governments: Anthony R. Martin (UK)
Dimitrios Taňgas (EL)
Vlastimil Vána (CZ) (alternate)

Employers: Bernard Le Marchand (FR) (deputy coordinator for employers)
Liam Doherty (IRL)
Guusje Dolsma (NL) (alternate)

Workers: Rosheen Callender (IRL)
Henri Lourdelle (BE)
Reinhard Dombre (DK) (alternate)

Commission: Fernando Gil Alonso, DG Employment
Virginia Vitorino, DG Research

Advisory Committee for Industrial Relations

Project 0241

Coordinator: Stavroula Demetriades

Representation

Governments: Elena Michaldová (SK)
Kees J. Vos (NL)
Pilar González Bayo (ES) (alternate)

Employers: Emmanuel Julien (FR)
Carlo Terranno (IT)
Natascha Waltke (UNICE) (alternate)

Workers: Annette Bendixen (DK)
Claudio Stanzani (ETUC)
Norbert Kluge (ETUC) (alternate)

Commission: Michael Wimmer, DG Employment
Anneli Sillanpää, DG Employment

Advisory Committee for the European Monitoring Centre on Change (EMCC)

Project: 0237

Responsibility: Barbara Gerstenberger

Representation

Governments: Michel de Gols (BE)
Kees J. Vos (NL)
Pilar González Bayo (ES) (alternate)

Employers: Renate Hornung-Draus (DE)
Arnout de Koster (BE)
Liliane Volozinskis (alternate)

Workers: Marjaana Valkonen (FIN)
Maria Helena André (ETUC)
Isabelle Barthes (BE) (alternate)

Commission: Jürgen Schefflein, DG ENTR.D.1
Dominique Be, DG EMPL D.1

*Advisory Committee for Company Survey on Time***Project 0272**

Coordinator: David Foden

Representation

Governments: Michel de Gols (BE)
Manolis Mylonas (EL)
Nadine Welter (L) (alternate)

Employers: Alexandra Costa Artur (CECOA) (PT)
Emmanuel Julien (MEDEF)
Florence Cordier (EDF-GDF) (alternate)

Workers: Sinéad Tiernan (ETUC)
Herman Fonck (BE) (CSC)
Gloria Malaspina (IT) (alternate)

Commission: Ann Branch, DG Employment
Fernando Pereira, DG Employment

*Advisory Committees for transversal themes***Project 0242 Promoting better employment**

Responsibility: Willy Buschak
Robert Anderson
David Foden
Elisabeth Lagerlöf

Representation

Governments: Pilar Gonzalez Bayo (ES)
Robert Mounier-Vehier (FR)
Birgit Stimmer (AU) (alternate)

Employers: Arnout de Koster (BE)
Christian Ardhe (expert) (SE)
Renate Hounung-Draus (alternate)

Workers: Jean Vanoye (FR)
Andrew Watt (ETUC)
Hana Málková (CMKOS) (CZ) (alternate)

Commission: Stefaan Herman, DG Employment
Georg Fischer, DG Employment

Project 0243 Extending equal opportunities for men and women

Responsibility: Sabrina Tesoka

Representation

Governments: Birgit Stimmer (AU)
Anna Borg (MT)
Rocio de la Hoz (ES) (alternate)

Employers: Stefania Rossi (IT)
Anastasia Koutsivitou (EL)
Tanja Nackmayr (DE) (alternate)

Workers: Rosario Morillo (ES)
Sinéad Tiernan (ETUC)
Angelo Masetti (IT) (alternate)

Commission: Maria Tomassetti, DG Employment
Helga Ebeling, DG Research

Project 0244 Managing diversity

Responsibility: Jean-Michel Miller

Representation

Governments: Robert Mounier-Vehier (FR)
João Veiga Moura (PT)
Luc Vanhamme (BE) (alternate)

Employers: Maria Angeles Asenjo (ES)
Sophie Crosby, IBEC (alternate)

Workers: Wim Sprenger (NL)
Angelo Masetti (IT)
Erik Pentenga (NL)

Commission: Barbara Nolan, DG Employment

Project 0245 Supporting social inclusion

Responsibility: Robert Anderson

Representation

Governments: Gunilla Malmberg (SE)
M.G. Blomsma, (NL)
Tony Martin (UK) (alternate)

Employers: Guusje Dolsma (NL)
Bernard Le Marchand (deputy coordinator of employer group)
Cormac McConnell, IBEC (alternate)

Workers: Richard Exell (UK)
Henri Lourdelle (ETUC)
Eva Mešťanová (KOZ SR) (SK) (alternate)

Commission: Hugh Frazer, DG Employment
Els Van Winckel, DG Employment

Project 0246 Examining the changing use of time

Responsibility: Agnès Parent-Thirion

Representation

Governments: Michel de Gols (BE)
Martin Blomsma (NL)
Jerzy Ciechanski (PL) (alternate)
William Jestin (IRL) (alternate)

Employers: Rainer Schmidt-Rudloff (BDA)
Elias Tsamoussopolos (EL)
Rachel O'Flynn, IBEC (alternate)

Workers: Mats Essemyr (SE)
Ronald Janssen (ETUI)
Wim Sprenger (NL) (alternate)

Commission: Lars Erik Andreasen, DG Employment
Ann Branch, DG Employment

Advisory Committees for developmental activities

Project: 0235 Working conditions, living conditions and industrial relations in the Knowledge Society

Responsibility: Henrik Litske / Timo Kauppinen

Representation

Governments: Kees J. Vos (NL)
Mariá Ladó (HU) (alternate)

Employers: Alexandra Costa Artur (PT)
Roberto Suarez (ES) (CEOE)
Barbara Dorn (DE) (alternate)

Workers: Dieter Pougin (DE)
Juliane Bir (ETUC)

Commission: Peter Johnston, DG Info Society

Project 0254 Mobility and migration into the EU: Social and employment impacts

Responsibility: Henrik Litske / Jean-Michel. Miller

Representation

Governments: Martin Blomsma (NL)
Andrew Milton (UK)
Vladka Komel (SL) (alternate)

Employers: Sverker Rudeberg (SE)
S. Nieuwsma (NL)
Maria Angeles Asenjo (ES) (alternate)

Workers: Mats Essemyr (SE)
Sinead Tiernan (ETUC)

Commission: Tim Mawson, DG EMPL

Advisory Committee for information and communication

Project 0247

Responsibility: Elisabeth Lagerlöf

Representation

Governments: Dimitrios Tangas (EL)
Hans-Peter Viethen (DE)
Andreas Schaller (AU) (alternate)

Employers: Bernard Le Marchand (FR)
Heinrich Brauner (AU)
Rainer Schmidt-Rudloff, BDA (alternate)

Workers: Angelo Masetti (IT)
Jean Vanoye (FR)
Juliane Bir (ETUC)

Commission: Ylva Tiveus DG Environment

Foundation Seminar Series

Project: 02368

Responsibility: Isabella Biletta / Bernard Housset

Representation

Governments: Jerzy Ciechanski (PL)
Paula Granja, IDICT (PT) (alternate)

Employers: Bernard Le Marchand (BE) / Michal Boni (PL)
Heinrich Brauner (AU) (alternate)

Workers: Jean-Michel Joubier (FR)

Commission: Klaus Käding, DG Employment

- Event Date:* 14–16 January 2004
Event Title: **Workshop II on conflict resolution mechanisms**
Place: Prague, Czech Republic
Organiser: Industrial Relations
Participation: Isabella Biletta, Christian Welz and Timo Kauppinen
- Event Date:* 27 February 2004
Event Title: **Presidency Conference: Adaptability and adjustment to change in the workplace**
Place: Dublin, Ireland
Organiser: Department of Enterprise, National Centre for Children in Poverty (NCCP) and the Foundation
Participation: Barbara Gerstenberger
- Event Date:* 03 March 2004
Event Title: **Eurobarometer launch**
Place: Brussels, Belgium
Organiser: Foundation/Commission
Participation: Willy Buschak, Robert Anderson and Hubert Krieger
- Event Date:* 04 March 2004
Event Title: **EMCC Company network seminar – managing the challenge of an ageing workforce**
Place: Vienna, Austria
Organiser: EMCC
Participation: Barbara Gerstenberger, Robert Anderson, Bernard Housset, Eberhard Köhler and Gregorio De Castro
- Event Date:* 15 March 2004
Event Title: **Network of correspondents – EWCO**
Place: Brussels, Belgium
Organiser: Jean-Michel Miller
Participation: Jean-Michel Miller, Agnès Parent -Thirion, Greet Vermeylen and John Hurley
- Event Date:* 31 March–02 April, 2004
Event Title: **Social dialogue and conflict resolution mechanisms in the acceding countries**
Place: Brdo Estate, Kranj, Slovenia
Organiser: Industrial Relations
Participation: Willy Buschak, Timo Kauppinen, Christian Welz and Marina Patriarka
- Event Date:* 28 April 2004
Event Title: **EMCC Annual conference**
Place: Brussels, Belgium
Organiser: EMCC
Participation: EMCC team
- Event Date:* 12 May 2004
Event Title: **Seminar Quality of work and employment in sectors**
Place: Brussels, Belgium
Organiser: Foundation
Participation: Sabrina Tesoka (Chair)

- Event Date:* 02 June 2004
Event Title: **EMCC Company network seminar: business resilience – a key to sustainable business success**
Place: The Netherlands
Organiser: EMCC
Participation: Barbara Gerstenberger and Gregorio De Castro
- Event Date:* 08 June 2004
Event Title: **EWCO Seminar**
Place: Budapest, Hungary
Organiser: Foundation
Participation: Jean-Michel Miller (Chair), Greet Vermeulen, John Hurley and Roseanna Creamer
- Event Date:* 09–11 June 2004
Event Title: **Foundation seminar series – Age and work: Connecting the generations, Session one**
Place: Dublin, Ireland
Organiser: Foundation
Participation: Willy Buschak, Eberhard Köhler, Isabella Biletta, Bernard Housset, Mattanja De Boer, David Foden, Stavroula Demetriades and Christian Welz
- Event Date:* 14 June 2004
Event Title: **Foresight conference**
Place: Dublin, Ireland
Organiser: Irish Presidency/Foundation
Participation: Timo Kauppinen
- Event Date:* 28 June–02 July, 2004
Event Title: **Quality of life seminars**
Place: Germany and Poland
Organiser: Foundation
Participation: Willy Buschak, Robert Anderson, Eberhard Köhler and Brid Nolan
- Event Date:* 01 July 2004
Event Title: **Seminar on working poor**
Place: Brussels, Belgium
Organiser: Foundation
Participation: Agnès Parent-Thirion
- Event Date:* 13–15 September 2004
Event Title: **Foundation seminar series: Age and work: Connecting the generations, Session two**
Place: Bonn, Germany
Organiser: GSI, Bonn
Participation: Willy Buschak, Eberhard Köhler, Isabella Biletta, Bernard Housset, Mattanja De Boer, Barbara Gerstenberger and Robert Anderson
- Event Date:* 22–24 September 2004
Event Title: **First regional seminar on Quality of life in Europe**
Place: Tallinn, Estonia
Organiser: Foundation
Participation: Willy Buschak, Eberhard Köhler, Mans Mårtensson, Brid Nolan, Robert Anderson, Teresa Renehan, and Sarah Farrell

- Event Date:* 23 September 2004
Event Title: **EIRO promotional event**
Place: Tallinn, Estonia
Organiser: Camilla Galli da Bino
Participation: Willy Buschak, David Foden and Camilla Galli da Bino
- Event Date:* 07 October 2004
Event Title: **Recent developments in European industrial relations: adaptability and quality**
Place: The Hague, Netherlands
Organiser: Foundation, SER, Social Affairs Ministry, NL
Participation: Willy Buschak, David Foden, Timo Kauppinen, Camilla Galli da Bino
- Event Date:* 08 October 2004
Event Title: **EIRO promotional event**
Place: The Hague, The Netherlands
Organiser: EIRO Team/Netherlands National Centre
Participation: David Foden, Camilla Galli da Bino
- Event Date:* 12–13 October 2004
Event Title: **Quality of life national seminar**
Place: Czech Republic
Organiser: Foundation
Participation: Willy Buschak, Robert Anderson and Brid Nolan
- Event Date:* 15 October 2004
Event Title: **Workshop – Wages and working conditions in the European Union**
Place: Brussels, Belgium
Organiser: Foundation
Participation: Juhani Pekkola, Jean -Michel Miller and Agnès Parent -Thirion
- Event Date:* 18–19 October 2004
Event Title: **Industrial relations in the EU, Japan & USA**
Place: Dublin, Ireland
Organiser: Industrial Relations – EIRO
Participation: David Foden, Isabella Biletta, Christian Welz, Camilla Galli da Bino
- Event Date:* 25–27 October 2004
Event Title: **Second regional seminar on 'Quality of life in Europe'**
Place: Larnaca, Cyprus
Organiser: Foundation
Participation: Willy Buschak, Robert Anderson, Brid Nolan, Javier Bernier and Teresa Renehan
- Event Date:* 03 November 2004
Event Title: **Foundation forum**
Place: Dublin, Ireland
Organiser: Foundation
Participation: An Taoiseach, Bertie Ahern, Willie Buschak, cabinet ministers and members of government, experts from different EU Member States and European Foundation staff

Event Date: 09–11 November 2004
Event Title: **Third regional seminar on 'Quality of life in Europe'**
Place: Bratislava, Slovakia
Organiser: Foundation
Participation: Willy Buschak, Eberhard Köhler, Mans Mårtensson, Bríd Nolan, Hubert Krieger, Robert Anderson, Javier Bernier and Imma Kinsella

Event Date: 15 November 2004
Event Title: **EIRO National centres meeting**
Place: Dublin, Ireland
Organiser: Industrial Relations – EIRO
Participation: Eiro Team

Event Date: 15–16 November 2004
Event Title: **EWCO seminar: Monitoring working conditions in an enlarged Europe**
Place: Budapest, Hungary
Organiser: EWCO
Participation: Jean-Michel Miller, Greet Vermeylen, John Hurley

Event Date: 18 November 2004
Event Title: **Achieving gender balance – strategies for competitiveness**
Place: Lisbon, Portugal
Organiser: Barbara Gerstenberger
Participation: Barbara Gerstenberger, Sabrina Tesoka and Gregorio De Castro

Event Date: 19 November 2004
Event Title: **Workshop on employment & disability**
Place: Brussels, Belgium
Organiser: Living conditions team
Participation: Robert Anderson

Event Date: 23 November 2004
Event Title: **Fourth regional seminar on Quality of life in Europe**
Place: Paris, France
Organiser: Foundation
Participation: Henrik Litske, Bianca Bottoni and Sarah Farrell

Event Date: 25 November
Event Title: **EWCO network meeting**
Place: Brussels, Belgium
Organiser: Foundation
Participation: John Hurley, Jean-Michel Miller and Greet Vermeylen

Event Date: 29 November 2004
Event Title: **Building industrial relations and social dialogue indicators**
Place: Budapest, Hungary
Organiser: Timo Kauppinen
Participation: Timo Kauppinen, Christian Welz and Camilla Galli da Bino

Event Date: 29 November 2004
Event Title: **Visit to European Parliament**
Place: Brussels, Belgium
Organiser: Foundation
Participation: Willy Buschak, Sylvie Jacquet, Foundation Research Managers and Information Liaison Officers

Event Date: 30 November 2004
Event Title: **Annual seminar for 25 Member States' social affairs attachés**
Place: Brussels, Belgium
Organiser: Foundation
Participation: Willy Buschak, Sylvie Jacquet: Foundation achievements in 2004 and introduction to 2005 Work Programme

Event Date: 30 November 2004
Event Title: **EIRO promotional event**
Place: Budapest, Hungary
Organiser: EIRO Team/EIRO NC Hungary
Participation: Camilla Galli da Bino and Christian Welz

Event Date: 16 December 2004
Event Title: **EMCC Workshop – fashioning the future**
Place: Nottingham, England
Organiser: EMCC
Participation: Janet Smith, Catherine Cerf and Mateusz Pohoryles

External Events

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- Event Date:* 09–10 January 2004
Event Title: **Promoting social dialogue in an enlarged Europe**
Place: Ljubljana, Slovenia
Organiser: Destrée Organisation (was DG Employment)
Participation: Willy Buschak
- Event Date:* 20–21 January 2004
Event Title: **Advisory Committee on the European Risk Observatory**
Place: Bilbao, Spain
Organiser: European Agency for Safety and Health at Work (EU-OSHA)
Participation: Agnès Parent-Thirion
- Event Date:* 27 January 2004
Event Title: **Managing an ageing workforce**
Place: Athens, Greece
Organiser: Hellenic Management Association
Participation: Robert Anderson: Common traits in practices of good age management from across Europe
- Event Date:* 28 January 2004
Event Title: **European statistics on accidents at work**
Place: Luxembourg
Organiser: European Commission
Participation: Jean-Michel Miller, member of Technical Group for ESAW
- Event Date:* 30 January 2004
Event Title: **Carers Charter – A European challenge**
Place: Dublin, Ireland
Organiser: Caring for Carers Ireland
Participation: Robert Anderson: Working and caring
- Event Date:* 30–31 January 2004
Event Title: **Occupational Safety and Health: Joint OSH strategy for the enlarged Europe**
Place: Brussels, Belgium
Organiser: European Trade Union Confederation (ETUC)
Participation: Agnès Parent-Thirion: Survey of working conditions in accession countries
- Event Date:* 03 February 2004
Event Title: **De Europæiske Fællesskabers Tidende DA (EFT) – Unions' meeting**
Place: Brussels, Belgium
Organiser: EFT
Participation: Sabrina Tesoka: Presentation of sector surveys on working conditions in road transport
- Event Date:* 06 February 2004
Event Title: **UCC – Open Door Talks: Social services**
Place: Cork, Ireland
Organiser: University College Cork
Participation: Robert Anderson: Quality and access to social services – a European issue?

- Event Date:* 07 February 2004
Event Title: **National Carers Convention**
Place: Killarney, Ireland
Organiser: Carers Convention
Participation: Robert Anderson
- Event Date:* 07–08 February 2004
Event Title: **Fourth annual global forum on equity pay**
Place: Davros, Switzerland
Organiser: European centre for employee ownership
Participation: Christian Welz
- Event Date:* 26–28 February 2004
Event Title: **International Symposium on Working Time**
Place: Paris, France
Organiser: CNRS; IRES; ETUI; ISMEA
Participation: Bernard Housset: Foundation's work on working-time in central and eastern European countries
- Event Date:* 01–02 March 2004
Event Title: **Workshop: Managing diversity in health & social services in the interest of all citizens**
Place: Lisbon, Portugal
Organiser: European Social Network
Participation: Robert Anderson: Managing diversity in health and social care
- Event Date:* 04 March 2004
Event Title: **A balancing act – achieving adequacy and sustainability in retirement income reform**
Place: Brussels, Belgium
Organiser: Centre for European Policy Studies
Participation: Willy Buschak: More work and less pay?
- Event Date:* 08–09 March 2004
Event Title: **Démocratie participative: état et perspectives**
Place: Brussels, Belgium
Organiser: European Economic and Social Committee (EESC)
Participation: Willy Buschak
- Event Date:* 11–12 March 2004
Event Title: **Group of Specialists on Employment for Marginalised Groups – Council of Europe**
Place: Strasbourg, France
Organiser: Council of Europe
Participation: Robert Anderson
- Event Date:* 19 March 2004
Event Title: **The Committee of the Regions (CoR) – The Partnership approach and good governance – improving economic development and social inclusion**
Place: Dublin, Ireland
Organiser: Irish delegation to the Committee of the Regions
Participation: Henrik Litske: Social inclusion: local partnerships with civil society

- Event Date:* 22–23 March 2004
Event Title: **Meeting of the Committee on Social Cohesion of the Congress of Local and Regional Authorities of the Council of Europe**
Place: Strasbourg, France
Organiser: Council of Europe
Participation: Hubert Krieger: Role of local authorities/rights for migrants
- Event Date:* 29 March 2004
Event Title: **Expert roundtable on EU enlargement and migration**
Place: London, England
Organiser: Institute for Public Policy Research, (IPPR)
Participation: Hubert Krieger: Migration from the new Member States into the EU15 after enlargement
- Event Date:* 01–02 April 2004
Event Title: **Irish Presidency conference on Reconciling mobility & social inclusion – role of employment & social policy**
Place: Co Donegal, Ireland
Organiser: Irish Department of Social and Family Affairs & European Commission
Participation: Hubert Krieger: Rapporteur of workshop
- Event Date:* 01–03 April 2004
Event Title: **New forms of work organisation and industrial relations – where does Italy stand?**
Place: Rome, Italy
Organiser: L'Informatica nella Pubblica Amministrazione (IPL), Italy and European Commission
Participation: Janet Smith
- Event Date:* 02–04 April 2004
Event Title: **Adapting the structures of the European social dialogue – labour organisation and environment**
Place: Prague, Czech Republic
Organiser: European Centre for Workers' Questions, (EZA)
Participation: Greet Vermeulen: Organisation of labour in new Member States/pre-accession countries and its social effects
- Event Date:* 02 April, 2004
Event Title: **Seminar: Older people in Ireland**
Place: European Foundation
Organiser: Irish senior citizens parliament
Participation: Robert Anderson: European policies on older people
- Event Date:* 19–20 April 2004
Event Title: **Human resources management and EU trends**
Place: Portoroz, Slovenia
Organiser: HRM Magazine
Participation: Christian Welz, Financial participation
- Event Date:* 22–23 April 2004
Event Title: **European Employment Observatory (EEO) Conference on Quality and Productivity**
Place: Dublin, Ireland
Organiser: European Employment Observatory/MISEP
Participation: Willy Buschak, Agnès Parent-Thirion, Elizabeth Lagerlöf, Keynote addresses

- Event Date:* 26–27 April 2004
Event Title: **Worklife and EU Enlargement, concluding conference**
Place: Bro/Stockholm, Sweden
Organiser: Arbetsmarknadsstyrelsen
Participation: Timo Kauppinen
- Event Date:* 28 April 2004
Event Title: **Who will really come? The migration of labour from the new Member States**
Place: European Parliament, Brussels, Belgium
Organiser: European Parliament
Participation: Willy Buschak
- Event Date:* 28–29 April 2004
Event Title: **Financial participation of employees in Europe**
Place: Paris, France
Organiser: Europe et Société
Participation: Christian Welz
- Event Date:* 28–30 April 2004
Event Title: **Energy Networks Association (ENA): Health and Safety Management conference**
Place: Glasgow, Scotland
Organiser: ENA
Participation: Greet Vermeylen, Future workplace trends in Europe
- Event Date:* 05 May 2004
Event Title: **EQUAL: Working Group on Lifelong Learning**
Place: Dublin, Ireland
Organiser: EQUAL: Adaptability European Thematic Group – European Commission
Participation: Hubert Krieger
- Event Date:* 05 May 2004
Event Title: **Diversity in public service – radio and TV**
Place: European Foundation
Organiser: Swedish and Irish EU structural trends office
Participation: Elisabeth Lagerlöf, Robert Anderson, Keynote address
- Event Date:* 05 May 2004
Event Title: **Age and quality of working life**
Place: Paris, France
Organiser: Agence nationale pour l'amélioration des conditions de travail (ANACT)
Participation: Greet Vermeylen, Round table discussion
- Event Date:* 06–07 May 2004
Event Title: **Social management in corporate restructuring process**
Place: Milan, Italy
Organiser: Italian Workers General Confederation (CGIL)
Participation: Gregorio De Castro

- Event Date:* 10 May 2004
Event Title: **European Housing Forum: Collection of data on access to housing from a European perspective: The way forward**
Place: Brussels, Belgium
Organiser: CECODHAS
Participation: Hubert Krieger: *Transnational Access to Housing* date in the public sector
- Event Date:* 12–13 May 2004
Event Title: **2nd Plenary of the Advisory Committee for safety and health at work**
Place: Luxembourg
Organiser: DG Employment and Social Affairs
Participation: Jean-Michel Miller
- Event Date:* 13–14 May 2004
Event Title: **Irish Presidency conference on the Family: Change and social policy in Europe**
Place: Dublin, Ireland
Organiser: Department of Social, Community and Family Affairs
Participation: Robert Anderson and Hubert Krieger: Family life in Europe
- Event Date:* 18 May 2004
Event Title: **Commission midday briefing on Quality of Life survey: Living conditions in enlarged an Europe: the view of the citizens in 28 countries**
Place: Brussels, Belgium
Organiser: European Commission
Participation: Hubert Krieger
- Event Date:* 21–22 May 2004
Event Title: **Final COST A15 conference: Reforming social protection systems in Europe: Coordination and diversity**
Place: Nantes, France
Organiser: COST A15
Participation: Greet Vermeylen
- Event Date:* 25 May 2004
Event Title: **Generating productive employment – A national priority**
Place: Valletta
Organiser: Malta Employer Association
Participation: Christian Welz: Pacts for employment and competitiveness in the EU – prevention is better than cure
- Event Date:* 26 May 2004
Event Title: **Seminar Co-ordinated approaches to quality employment: The policy and practice of inter – agency collaboration**
Place: Dublin, Ireland
Organiser: The Dublin Employment Pact
Participation: Robert Anderson: The policy and practice of inter-agency collaboration – some European perspectives
- Event Date:* 27 May 2004
Event Title: **LoWER – policy conference on Low-wage employment in Europe: perspectives for improvement**
Place: Antwerp, Belgium
Organiser: LoWER Network
Participation: Greet Vermeylen

- Event Date:* 31 May–01 June 2004
Event Title: **Irish Presidency Conference on Rural Areas: Improving living conditions and quality of life in Europe**
Place: Mayo, Ireland
Organiser: Department of Community, Rural and Gaeltacht Affairs
Participation: Robert Anderson: Quality of rural Europe (Results of survey)
- Event Date:* 03–04 June 2004
Event Title: **Conference on Life course policies**
Place: The Hague, Netherlands
Organiser: Research Network/European Commission
Participation: Hubert Krieger: Life course policies as a European social model
- Event Date:* 04 June 2004
Event Title: **Meeting of CEC Directors-general for industrial relations with regard to Financial Participation**
Place: Amsterdam, Netherlands
Organiser: DG Employment
Participation: Christian Welz: A new study about indications from the Services, Industrial, Professional and Technical Union (SIP TU)
- Event Date:* 14–15 June 2004
Event Title: **Networking Workplace Health in Europe**
Place: Dublin, Ireland
Organiser: European Network for Workplace Health Promotion
Participation: Willy Buschak, Keynote address, opening session
- Event Date:* 15 June 2004
Event Title: **Mainstreaming gender into occupational, safety and health (OSH)**
Place: Brussels, Belgium
Organiser: European Agency for Safety and Health at Work
Participation: Sabrina Tesoka: Presentation on OSH and gender in the EU15 and new Member States (Survey)
- Event Date:* 16–18 June 2004
Event Title: **Irish Presidency Conference: Delivering quality and access to social care and health in an enlarged Europe**
Place: Dublin, Ireland
Organiser: European Social Network
Participation: Robert Anderson and Brid Nolan
- Event Date:* 18–19 June 2004
Event Title: **Job Mobility in Europe**
Place: Dublin, Ireland
Organiser: Kevin Quinn, FÁS
Participation: Stavroula Demetriades, Agnès Parent -Thirion and Camilla Galli da Bino
- Event Date:* 21–22 June 2004
Event Title: **Gender Statistics – Occupational segregation: extent, causes and consequences**
Place: Stockholm, Sweden
Organiser: CEIES/Eurostat
Participation: Agnès Parent-Thirion

- Event Date:* 23 June 2004
Event Title: **Violence & harassment report at Liaison Forum of sectoral social dialogue committees**
Place: Brussels, Belgium
Organiser: DG Employment
Participation: Sabrina Tesoka: Violence and harassment report to the Liaison forum of sectoral social dialogue committees
- Event Date:* 28–29 June 2004
Event Title: **Labour Relations and the resolving of disputes in the new Member States of the European Union**
Place: Madrid, Spain
Organiser: SIMA
Participation: Christian Welz
- Event Date:* 29 June–01 July 2004
Event Title: **European Trade Union Confederation (ETUC) European conference: EWCs in Europe and beyond**
Place: Barcelona, Spain
Organiser: ETUC
Participation: David Foden: Presentation of the Foundation study – The analysis and functioning of EWCs in practice
- Event Date:* 26–27 August 2004
Event Title: **Audit Social – Responsabilite Sociale de l'entreprise**
Place: Luxembourg
Organiser: Chambre des Employes Prives
Participation: Jean-Michel Miller: CSR and working conditions
- Event Date:* 26–28 August 2004
Event Title: **Industrial relations in Europe, IREC Conference, Governance issues in shifting industrial and employment relations**
Place: Utrecht, Netherlands
Organiser: Utrecht School of Governance, Utrecht University
Participation: David Foden
- Event Date:* 07–11 September 2004
Event Title: **The International Industrial Relations Association (IIRA) 7th European Congress – The future of work in Europe**
Place: Lisbon Estoril, Portugal
Organiser: IIRA
Participation: Willy Buschak, Industrial Relations team, presentations and exhibition stand
- Event Date:* 09–10 September 2004
Event Title: **Conference on time over working life**
Place: Berlin – Germany
Organiser: Research Network/European Commission
Participation: Hubert Krieger and Greet Vermeylen: Presentation of Foundation work: Working time on the life – course perspective
- Event Date:* 14 September 2004
Event Title: **Workhealth**
Place: Berlin, Germany
Organiser: BKK Bundesverband, Abt. Gesundheit
Participation: Juhani Pekkola

- Event Date:* 15–17 September 2004
Event Title: **Infocon – Seminar on the EU Directive on Information and Consultation**
Place: Dublin, Ireland
Organiser: SIPTU
Participation: David Foden
- Event Date:* 15–17 September
Event Title: **Towards effective intervention in occupational safety and health**
Place: Amsterdam, The Netherlands
Organiser: Ministerial conference
Participation: Sabrina Tesoka
- Event Date:* 27–28 September 2004
Event Title: **Europe's coming generation: Demographic trends, social changes and human capital**
Place: Brussels, Belgium
Organiser: European Observatory on the Social Situation, Demography and Family
Participation: Robert Anderson: Family and health – future trends in an enlarged EU
- Event Date:* 29 September–01 October 2004
Event Title: **Association of Directors of Swedish Social Welfare Services**
Place: Karlstad, Sweden
Organiser: Association of Directors of Swedish Social Welfare Services
Participation: Robert Anderson: Ageing Europe: some implications for labour supply and age management in social services
- Event Date:* 04 October 2004
Event Title: **Lisbon strategy: towards successful employment**
Place: The Hague, The Netherlands
Organiser: Committee of the Regions/City of the Hague
Participation: Sabrina Tesoka
- Event Date:* 07–08 October 2004
Event Title: **Achieving pay equity for women in Europe's public sector**
Place: Geneva, Switzerland
Organiser: Public Services International
Participation: Sabrina Tesoka
- Event Date:* 08–09 October 2004
Event Title: **Immigration issues in EU – Turkish relations – Determinants of immigration and integration**
Place: Istanbul, Turkey
Organiser: Bogazici University
Participation: Hubert Krieger: Migration trends in an enlarged Europe
- Event Date:* 11–12 October 2004
Event Title: **Meeting – Advisory Committee on the European Risk Observatory**
Place: Bilbao, Spain
Organiser: Health and Safety Agency, Bilbao
Participation: Jean-Michel Miller

- Event Date:* 11–13 October 2004
Event Title: **2004 National Public Health Congress**
Place: Sweden
Organiser: National Institute of Public Health
Participation: Robert Anderson: Results of Quality of life survey
- Event Date:* 11–14 October 2004
Event Title: **NESIS Summative Conference**
Place: Athens, Greece
Organiser: NESIS
Participation: Greet Vermeylen
- Event Date:* 14 October 2004
Event Title: **UNI Europa Industry Committee**
Place: Vienna, Austria
Organiser: UNI Europa
Participation: Gregorio De Castro
- Event Date:* 20–21 October 2004
Event Title: **Future of Social Policy**
Place: Brussels, Belgium
Organiser: Social Platform
Participation: Agnès Parent-Thirion
- Event Date:* 22 October 2004
Event Title: **Managing change and corporate restructuring**
Place: Katowice, Poland
Organiser: Confederation Européenne des Cadres
Participation: Gregorio De Castro: EMCC Tools for managing restructuring
- Event Date:* 28–29 October 2004
Event Title: **Anglo-German Foundation conference on Ageing**
Place: London, England
Organiser: Anglo-German Foundation
Participation: Robert Anderson: Presentation on older workers
- Event Date:* 02–03 November 2004
Event Title: **International seminar for EWC members on restructuring in Europe**
Place: Bad Orb, Germany
Organiser: IG Metall
Participation: Barbara Gerstenberger
- Event Date:* 08–09 November 2004
Event Title: **A social Europe: Let's deliver**
Place: Netherlands
Organiser: Ministry of Social Affairs and Employment
Participation: Hubert Krieger (Chair) and Robert Anderson (Speaker): workshop presentation on social inclusion

Event Date: 08–09 November 2004
Event Title: **European Mine, Chemical and Energy workers Federation (EMCEF) Industrial Policy Committee**
Place: Luxembourg
Organiser: EMCEF
Participation: Sabrina Tesoka

Event Date: 15 November 2004
Event Title: **Information Society Technologies (IST) Conference 2004**
Place: The Hague, The Netherlands
Organiser: DG Information Society
Participation: Timo Kauppinen: Presentation of EUFORIA project

Event Date: 16 November 2004
Event Title: **European Work Organisation Network (EWON)**
Place: London, England
Organiser: UK WON
Participation: Barbara Gerstenberger

Event Date: 17–18 November, 2004
Event Title: **Is Europe dying on its feet: the demographic bomb**
Place: Brussels, Belgium
Organiser: Eversheds
Participation: Isabella Biletta

Event Date: 19 November 2004
Event Title: **Research seminar: European Works Councils (EWC)**
Place: Galway, Ireland
Organiser: Dr. Mary Quinn, NUI Galway
Participation: David Foden

Event Date: 22 November 2004
Event Title: **European Construction Safety Summit: Building in Safety**
Place: Bilbao, Spain
Organiser: European Agency for Safety and Health at Work
Participation: Agnès Parent-Thirion

Event Date: 22–23 November 2004
Event Title: **Network of Enterprise for Health**
Place: Brunswick, Germany
Organiser: Enterprise for Health
Participation: Greet Vermeulen

Event Date: 23 November 2004
Event Title: **EC interservices group on disabilities**
Place: Brussels, Belgium
Organiser: DG Employment
Participation: Robert Anderson: Employment and disability

- Event Date:* 25–26 November 2004
Event Title: **First meeting of International Network of Cities on Local Integration Policy**
Place: Stuttgart, Germany
Organiser: International Network of Cities on Local Integration Policy
Participation: Hubert Krieger
- Event Date:* 26–27 November 2004
Event Title: **Fourth roundtable: Access to quality comparative data for European socio-economic research**
Place: Luxembourg
Organiser: Network of Economic and Social Sciences Infrastructures in Europe (NESSIE)
Participation: Greet Vermeulen
- Event Date:* 29–30 November 2004
Event Title: **Forum international travail santé**
Place: Paris, France
Organiser: Ministère des affaires sociales, du travail et de la solidarité
Participation: Agnès Parent-Thirion
- Event Date:* 02 December 2004
Event Title: **EU-Family ministers conference: Family means future – joint family policy thrust in the EU**
Place: Berlin, Germany
Organiser: Bundesministerium für Familie, Senioren, Frauen und Jugend
Participation: Hubert Krieger: Without children no future – demographic development of Europe
- Event Date:* 02–03 December 2004
Event Title: **Creating the conditions to promote the employment of people with disabilities**
Place: Brussels, Belgium
Organiser: European Commission
Participation: Robert Anderson
- Event Date:* 06–07 December 2004
Event Title: **Colloque CEE et Centre Quetelet**
Place: Paris France
Organiser: CEE
Participation: Agnès Parent-Thirion: Working Conditions survey
- Event Date:* 07 December 2004
Event Title: **European Trade Union Technical Bureau for Health and Safety (TUTB) Workshop on violence in the workplace**
Place: Brussels
Organiser: TUTB/ETUC
Participation: John Hurley
- Event Date:* 10 December 2004
Event Title: **Financial participation of workers**
Place: Ljubljana, Slovenia
Organiser: Association of Employers of Slovenia
Participation: Christian Welz: Presentation on Foundation projects on Financial participation

Event Date: 13 December 2004
Event Title: **European Free Trade Association (EFTA), Working group meeting**
Place: Brussels, Belgium
Organiser: EFTA secretariat
Participation: Willy Buschak

Event Date: 13 December 2004
Event Title: **European cross-national research and policy forum**
Place: London, England
Organiser: Economic & Social Research Centre
Participation: Robert Anderson, Linking research to policy

Event Date: 14 December 2004
Event Title: **Equal opportunities and diversity**
Place: Brussels, Belgium
Organiser: EURELECTRIC
Participation: David Foden

Foundation publications 2004

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Area	Title	Type	EF Code	Language
EMCC	Sector Futures Future financial services	Report*	EF/03/100	English
EMCC	Sustaining growth, creating jobs – how do you do it? The ICM experience	Report*	EF/03/91	English
EMCC	Sustaining growth, creating jobs – The DINAC experience	Report*	EF/03/92	English
EMCC	Sustaining growth, creating jobs – The SAMOR experience	Report*	EF/03/93	English
EMCC	Sustaining growth, creating jobs – The NOVO NORDISK experience	Report*	EF/93/94	English
EMCC	Restructuring for growth and job creation	Report*	EF/03/95	English
EMCC	Sector futures: Policies, issues and the future of ICT	Report*	EF/03/121	English
EMCC	Sector futures: Health and social services sector 2	Report*	EF/04/23	English
EMCC	Financial markets as drivers of change at the enterprise level – Case studies	Report*	EF/03/117	English
EMCC	Conference programme Developing Europe's capacity for change	Conference programme	EF/04/69	English
EMCC	EMCC Workshop report Funding the growth of enterprises	Report*	EF/04/62	English, French
EMCC	Company restructuring	Infosheet	EF/04/57	English, French
EMCC	Anticipating change	Infosheet	EF/04/56	English, French
EMCC	EMCC exchange events	Infosheet	EF/04/60	English, French
EMCC	European restructuring monitor quarterly Spring 04	Report*	EF/04/73	English
EMCC	EMCC Company network seminar report Madrid	Report*	EF/04/17	English
EMCC	Sector futures: Textile and leather	Report*	EF/04/31	English
EMCC	EMCC Background notes	Promotional	EF/04/70	English
EMCC	Sector futures: Textile and leather – Seven Case studies	Report*	EF/04/65	English
EMCC	EMCC Company network seminar report Vienna	Report*	EF/04/79	English
EMCC	Sector futures: Automotive sector 1	Report*	EF/04/25	English
EMCC	Sector futures: Automotive bulletin no 2	Report*	EF/04/72	English
EMCC	Sector futures: publishing and media Balancing the interests of producers and consumers	Report*	EF/04/90	English
EMCC	Sector futures: Automotive feature 3	Report*	EF/04/91	English
EMCC	Sector futures: food and drink feature 1	Report*	EF/04/96	English
EMCC	Four Studies EMCC Company network cases Vienna March	Report*	EF/04/79	English
EMCC	EMCC report – Trends and drivers of change in the EU automotive industry	Report*	EF/04/27	English
EMCC	The automotive cluster in Baden-Württemberg, Germany	Report*	EF/04/93/ 1	English
EMCC	The automotive cluster in the West Midlands, UK	Report*	EF/04/93/ 2	English
EMCC	EMCC Scenarios: Automotive sector	Report*	EF/04/87	English
EMCC	Anticipating Workshop – Programme	Promotional	EF/04/113	English, Polish
EMCC	Trends and drivers of change in the European automotive industry: PSA Peugeot-Citroen	Report*	EF/04/89/ 1	English
EMCC	Trends and drivers of change in the European automotive industry: Volvo truck corporation	Report*	EF/04/89/ 2	English
EMCC	Trends and drivers of change in the European automotive industry: Daimler Chrysler	Report*	EF/04/89/ 3	English
EMCC	Trends and drivers of change in the European automotive industry: AVL	Report*	EF/04/89/ 4	English

Area	Title	Type	EF Code	Language
EMCC	Trends and drivers of change in the European automotive industry: TRW	Report*	EF/04/89/ 5	English
EMCC	Trends and drivers of change in the European automotive industry: Feu Vert	Report*	EF/04/89/ 6	English
EMCC	Automotive workshop report	Report*	EF/04/120	English
EMCC	ERM Quarterly issue 3 Autumn 2004	Report*	EF/04/124	English
EMCC	Sector futures: Europe's food sector at a crossroads	Report*	EF/04/112	English
EMCC	Programme December workshop on textile industry	Report*	EF/04/122	English
EMCC	Sector futures: Textile and leather 8th Case study	Report*	EF/04/65	English
EMCC	Mapping report on textile and leather sector	Report*	EF/04/85	English
EMCC	Company network seminar: Business resilience Four case studies	Report*	EF/04/106	English
EMCC	Sector futures; Textile and clothing: A dying industry or not?	Report*	EF/04/131	English
EMCC	Sector futures: Policy responses to post 2005 challenges	Report*	EF/04/132	English
EMCC	Status report on outsourcing ICT and related services in the EU	Report*	EF/04/137	English
EMCC	EMCC dossier on the European textiles and leather sector	Report*	EF/04/142	English
EMCC	Textile & Leather Sector: EMCC data sources	Report*	EF/04/86	English
EMCC	EMCC Sector futures: health III Policies and actions for a healthy Europe	Report*	EF/04/133	English
EWCO	Seminar on violence and harassment in the workplace	Report*	EF/04/64	English
EWCO	Violence, bullying and harassment in the workplace	Report*	EF/04/82	English
EWCO	Work conditions in EU: Annual review	Report*	EF/04/94	English
EWCO	Age, work and employment in Europe	Report*	EF/04/83	English
EWCO	Temporary agency work: DK Topic report	Report*	EF/04/104	English
EWCO	Finnish quality of life surveys	Report*	EF/04/111	English
EWCO	Working conditions in France	Report*	EF/04/118	English
EWCO	Employment and disability: Back to work strategies	Report	EF/04/115	English
EWCO	Fifth national survey on working conditions	Report*	EF/04/130	English
EWCO	Summary Employment and disability: Back to work strategies	Summary	EF/04/115/ 2	English
EWCO	Seminar report: Working poor in the European Union	2-Report*	EF/04/127	English
EWCO	Topic report Information technology: Use and training in Europe	2-Report*	EF/04/134	English
IR	European employment and industrial relations glossary, Finland	Report*	EF/03/39	English
IR	Summary: The quality of industrial relations in the European public sector	Summary	EF/04/39	English
IR	Eirobserver 01/04	Journal	EF/04/22	English
IR	Eirobserver 02/04	Journal	EF/04/58	English
IR	Eirobserver 03/04	Journal	EF/04/81	English
IR	Eirobserver 4/04	Journal	EF/04/102	English
IR	Eirobserver 5/04	Journal	EF/04/117	English
IR	Eirobserver 6/04	Journal	EF/04/136	English
IR	The quality of industrial relations in the European public sector	Report	EF/03/104	English
IR	Social dialogue and extra judicial collective conflict resolution mechanisms in the acceding countries	Report	EF/04/21	English

Area	Title	Type	EF Code	Language
IR	Industrial relations EU, USA and Japan	Report*	EF/04/30	English, French
IR	Industrial relations and enlargement	Infosheet	EF/04/43	English
IR	Industrial relations and enlargement	Infosheet	EF/04/43	14 languages
IR	From polarisation to partnership: Time for change	Con report	EF/04/44	English
IR	Quality in industrial relations: Comparative indicators	Report	EF/04/61	English
IR	Industrial developments in Europe 2003	Report	EF/04/77	English
IR	Financial participation for small and medium sized enterprises	Report*	EF/04/100	English
IR	National-level tripartism and EMU in the NMS and CC	Report*	EF/04/110	English
IR	Industrial developments in Europe 2002	Report	EF/03/38	English
IR	Financial participation in the EU: Indicators of benchmarking	Report	EF/04/80	English
IR	European works councils in practice	Report	EF/04/109	English
IR	Tripartism and EMU in NMS and CC	Report	EF/04/110	English
LC	The knowledge society in Germany	Report*	EF/04/06	English
LC	The knowledge society in Finland	Report*	EF/04/05	English
LC	Work environment statistics in Sweden	Report*	EF/04/18	English
LC	The knowledge society in Greece	Report*	EF/04/07	English
LC	The knowledge society in Finland	Summary	EF/04/11	English
LC	The knowledge society in Germany	Summary	EF/04/12	English
LC	Social dialogue and conflict resolution, Cyprus	Report*	EF/04/46	English
LC	Social dialogue and conflict resolution, Hungary	Report*	EF/04/47	English
LC	Social dialogue and conflict resolution, Czech Republic	Report*	EF/04/48	English
LC	Social dialogue and conflict resolution, Estonia	Report*	EF/04/49	English
LC	Social dialogue and conflict resolution, Latvia	Report*	EF/04/50	English
LC	Social dialogue and conflict resolution, Lithuania	Report*	EF/04/51	English
LC	Social dialogue and conflict resolution, Malta	Report*	EF/04/52	English
LC	Social dialogue and conflict resolution, Poland	Report*	EF/04/53	English
LC	Social dialogue and conflict resolution, Slovak	Report*	EF/04/54	English
LC	Social dialogue and conflict resolution, Slovenia	Report*	EF/04/55	English
LC	The knowledge society in Greece	Summary	EF/04/13	English
LC	Social dialogue and EMU in the acceding countries	Report*	EF/03/88	English
LC	Health and care in an enlarged Europe	Report	EF/03/107	English
LC	Life satisfaction in an enlarged Europe	Report	EF/03/108	English
LC	Migration trends in an enlarged Europe	Report	EF/03/109	English
LC	Financial participation: The role of governments and social partners	Report	EF/04/40	English
LC	Advancement of the knowledge society in the EU, USA and Japan	Report*	EF/04/03	English
LC	Knowledge society barometer	Report*	EF/04/16	English
LC	Illness and employment: retaining the link to work	Report*	EF/04/74	English
LC	Summary: Knowledge society Delphi	Summary	EF/04/15	English
LC	Financial participation: The role of governments and social partners	Summary	EF/04/59	English

Area	Title	Type	EF Code	Language
LC	Quality of life in Europe	Promo card	EF/04/68	23 Languages
LC	European knowledge society foresight: The EUFORIA project synthesis report	Report*	EF/04/04	English
LC	European knowledge society foresight: The EUFORIA project	Summary	EF/04/10	English
LC	Quality of life in Europe	Résumé	EF/04/95	23 Languages
LC	Working conditions in an enlarged Europe	Report	EF/04/105	English
WC	A summary of the illustrative report on quality of life in the EU	3-Summary*	EF/04/02	English
WC	Work and employment conditions in the Hotel and restaurant sector in the 15 European Member States	Report	EF/03/98	English
WC	Work and employment conditions in road transport in the particular freight transport by road in the 15 European Member States	Report*	EF/03/102	English
WC	Survey data report on the Danish work cohort study 2000	Report	EF/03/120	English
WC	Working conditions in acceding and candidate countries	Report*	EF/03/06	Greek, Slovenian
WC	Perceptions of living conditions in an enlarged Europe	Résumé	EF/03/114	English
WC	European working conditions observatory Promo card	Promotional	EF/04/19	23 Languages
WC	Perceptions of living conditions in an enlarged Europe	Report	EF/03/113	English
WC	Eurobarometer Fertility and family	Report	EF/03/115	English
WC	Part-time work in Europe	Report*	EF/04/41	English
WC	Perceptions of living conditions in an enlarged Europe	Report	EF/03/106	English
WC	Work and health statistics in the Netherlands	Report*	EF/04/45	English
WC	Summary: Eurobarometer Fertility and family	Summary	EF/04/33	English
WC	Summary: Eurobarometer Life satisfaction in an enlarged Europe	Summary	EF/04/37	English
WC	Summary: Eurobarometer Low income and deprivation in an enlarged Europe	Summary	EF/04/34	English
WC	Summary: Eurobarometer Health and care in an enlarged Europe	Summary	EF/04/36	English
WC	Summary: Eurobarometer Social integration in an enlarged Europe	Summary	EF/04/35	English
WC	Low income and deprivation in an enlarged Europe	Report	EF/03/105	English
WC	Quality of life in the Spanish workplace, 2003	Report*	EF/04/78	English
WC	Working poor in the European Union	Report*	EF/04/67	English
WC	Perceptions of living conditions in an enlarged Europe	Résumé	EF/03/114	19 Languages
WC	Part-time work in Europe	Report*	EF/04/41	English
WC	Employment and disability	Infosheet	EF/04/99	English
WC	Working poor in the European Union	Infosheet	EF/04/107	English
WC	Employment and disability	Infosheet	EF/04/99	23 Languages
WC	Working poor in the European Union	Infosheet	EF/04/107	20 Languages
Transv	Social inclusion through local partnership and civil society	F Paper	EF/03/77	French
Transv	Social inclusion: Role of the social partners	F Paper	EF/03/116	English, French
Corp	Programme of Work 2004	Report*	EF/04/01	11 Community languages
Corp	Paving the road to enlargement: Promo card	Promotional	EF/04/20	English

Area	Title	Type	EF Code	Language
Corp	Communiqué 1/04	Newsletter	EF/04/42	English, French
Corp	Communiqué 2/04	Newsletter	EF/04/71	English, French
Corp	Communiqué 3/04	Newsletter	EF/04/84	English, French
Corp	Communiqué 4/04	Newsletter	EF/04/108	English, French
Corp	Communiqué 5/04	Newsletter	EF/04/129	English, French
Corp	Communiqué 6/04	Newsletter	EF/04/140	English
Corp	Annual report 2003	Report	EF/04/29	11 Community languages
Corp	Annual report 2003 Annexes 1–10	Corporate	EF/04/76	English
Corp	Changing Europe: Better work, better life Four year work programme 2005–2008	Report	EF/04/103	23 languages
Corp	Foundation seminar series	Infosheet	EF/04/139	English
Corp	Programme of work 2005	Report*	EF/04/135	English

Living Conditions				
No.	Title of project	Nature of activity	Phase	Reports received
0222	Monitoring living conditions and quality of life in the EU	Survey Analysis of data Updating and extension of statistical database of comparable EU-wide data sources	Completed Ongoing Ongoing – to be online by end of January 2005	<p><i>Quality of Life in Europe</i> – Descriptive report and résumé</p> <p><i>Perceptions of living conditions in an enlarged Europe</i> – report, résumé and six technical reports:</p> <p><i>Low income and deprivation in an enlarged Europe</i> – report and summary</p> <p><i>Perceptions of social integration and exclusion in an enlarged Europe</i> – report and summary</p> <p><i>Life satisfaction in an enlarged Europe</i> – report and summary</p> <p><i>Health and care in an enlarged Europe</i> – report and summary</p> <p><i>Fertility and family issues in an enlarged Europe</i> – report and summary</p> <p><i>Migration trends in an enlarged Europe</i> – report and summary</p> <p>Drafts of four analytical reports received:</p> <ul style="list-style-type: none"> • Living standards, income and deprivation • Households and family care and community • Housing and local environment • Quality of life and quality of society
0224	A new organisation of time over working life	Phase II research: analysis of working time arrangements and case studies in six EU countries	Completed	Manuscript evaluated October 2004
0250	Illness and inclusion	Phase II research: Maintaining people with chronic illness and disabilities in employment – overview of existing measures in seven Member States – case studies	Completed	<p>Summary of Italian Presidency conference (jointly organised by EF): <i>Illness & Employment: Retaining the link to work</i> – web publication</p> <p><i>Employment & Disability: Back to work strategies</i> – report and info sheet</p>
0270	Strategies to combat social exclusion and unemployment in disadvantaged regions	Literature review and consultations with key organisations Case studies in six disadvantaged regions	Completed Completed	Manuscript evaluated in May 2004
0292	Labour supply in care services	Literature review and case studies in six Member States	Completed Phase II will extend research to five new Member States and two candidate countries	<p>Manuscript evaluated in May 2004</p> <p>To be combined with Phase II research to produce integrated report in 2005</p>
0296	Employment initiatives for an ageing workforce	Review and revisit 1996/97 case studies + new examples of good practice Revise guidelines for good practice in age management	Start up	

Working Conditions				
No.	Title of project	Nature of activity	Phase	Reports received
0156	European Working Conditions surveys	Questionnaire development and other preparatory work for Fourth European WC survey 2005	Ongoing	
0251	Working poor	Research and concept development	Completed	<i>Working poor in the European Union</i> - report, info sheet and seminar report
0252	Preventing violence and harassment in the workplace	Research, literature review	Completed	
0261	Indicators of quality of work and employment	Research, concept development in the area of wages and quality of employment	Completed	<i>Wages and working conditions in the EU</i> - report (report to be published)
0262	Third working conditions survey – sectoral surveys	Secondary analysis of survey data	Completed	Two synthesis reports: <i>EU road freight transport sector: Work and employment conditions</i> and <i>EU hotel and restaurant sector: Work and employment conditions</i> and national reports from EU15 countries for each sector
0278	European Working Conditions Observatory	Web-based information service	Ongoing	Online publication of news updates, topic reports and survey data reports from a network of correspondents as well as Foundation's own work.
0295	Working conditions in central and eastern Europe – time and gender	Research at national level on gender and working time issues in the ten new member states	Completed	Two synthesis reports (to be published): <i>Working conditions and gender in an enlarged Europe</i> and <i>Working conditions and working time in an enlarged Europe</i> .

Industrial Relations				
No.	Title of project	Nature of activity	Phase	Reports received
0116	European works councils	To provide information and analysis on agreements and on the operations of European works councils	Ongoing	Report on <i>European works councils in practice</i> has been published. This study explores the functioning of EWCs based in France, Germany, Italy, Sweden and United Kingdom. It examines the various interrelationships among the actors involved in the EWC – both management and workers' representatives and others within the company.
0118	European employment and industrial relations glossaries and database	To monitor trends and developments in industrial relations at EU level.	Ongoing	EU volume final draft received. To be published in 2005
0188	European industrial relations observatory (EIRO)	To monitor trends and developments in the field of industrial relations	Ongoing	EIRO Annual review 2003 (joint EF/EC publication); Annual review EU, Japan and USA; Annual updates (Pay, Working time, Trade Union Membership 1993–2003); Eight comparative studies; Two thematic features; Approx. 823 articles; Six issues of EIRObserver.
0218	Financial participation	To explore how to overcome barriers the SMEs are facing in the implementation of financial participation schemes. To develop a set of indicators to facilitate benchmarking of financial participation policies and practices across the European Union.	Completed Completed	<i>The financial participation in small and medium-sized enterprises: Barriers and potential solutions</i> – report <i>Financial participation: The role of governments and social partners</i> – report <i>Financial participation in the EU: Indicators for benchmarking</i> – report <i>Benchmarking of financial participation in Slovenia</i> – final draft received. To be published in 2005

Industrial Relations (cont.)				
No.	Title of project	Nature of activity	Phase	Reports received
0271	Quality of Industrial relations	Research on quality indicators of industrial relations taking into account national legislation, collective agreements and other official documents at EU and national level.	Ongoing	<i>Quality of the industrial relations: comparative indicators</i> – report
9200	Conflict resolution mechanisms in the acceding countries	To assess how social dialogue can best be utilised to improve conflict resolution mechanisms for peaceful solutions of labour conflicts in the acceding countries.	Completed	<i>Social dialogue and conflict resolution in the acceding countries</i> – report

EMCC				
No.	Title of project	Nature of activity	Phase	Reports received
0299	EMCC Company Network Seminars	Exchange and identification of good practice	Developmental/ ongoing.	Final reports and case studies were received for each of the seminars held throughout 2004 (available on the EMCC portal)
0298	EMCC Information System – (ERM) European Restructuring Monitor	Monitoring activity. Dissemination	Developmental/ ongoing.	Supply of data and information to the EMCC on company restructuring in the European Union as announced in financial newspapers and journals and the development of a web-enabled database to capture this information. Weekly updates of fact sheets on the ERM database. Quarterly bulletins. In 2004, the ERM's coverage was extended to cover Slovakia, Czech Republic and Poland. Also four in-depth case studies on completed restructuring activities were submitted to the EMCC.
0311	EMCC Information System – Sector Futures	Monitoring activity. Dissemination	Developmental/ ongoing.	Supply of regular updates to the EMCC on foresight studies regarding developments in the following industrial sectors (three per sector): Food & Drink, Transport and Knowledge Intensive Services
0312	EMCC Sectoral Research	Research, monitoring activity, developmental activity	Near conclusion – some of the deliverables due in 2004 will be available early 2005	The following two sectors were researched during 2003: Construction and telecommunications. For each sector the following were produced: <ul style="list-style-type: none"> • Mapping of the sector • Case and clusters studies • Scenarios • Data sources
0276	EMCC Sectoral Workshops	Presentation and validation of sectoral research studies carried out during 2003	Research/ Developmental	Final seminar reports belonging to these two workshops were received during 2004 and have already been mentioned in the 2002 Annual Report. The workshops themselves produced two final reports during 2004; these are available on the EMCC Portal.
0299	EMCC Company Network Seminars	Exchange and identification of good practice	Developmental/ ongoing.	Final reports and case studies were received for each of the seminars held throughout 2004 (available on the EMCC portal)
0276	EMCC Sectoral Workshops	Presentation and validation of sectoral research studies carried out during 2002		

Transversal themes				
No.	Title of project	Nature of activity	Phase	Reports received
0243	Extending equal opportunities for men and women	To provide the Foundation with a strategic framework to identify areas for continuing activities and initiatives in the field of equal opportunities for men and women and to synthesise relevant existing Foundation research findings.	Completed	<i>Equal opportunities for women and men in services of general interest</i> – Foundation paper
0245	Supporting social inclusion	To enable the Foundation to better communicate the findings of its work on social inclusion in a way that addresses the concerns and priorities of EU social policy and social dialogue.	Completed	<i>Social inclusion: Role of the social partners</i> – Foundation paper <i>Social inclusion: Local partnerships with civil society</i> – Foundation paper
0272	Company survey on working time and work - life balance	Information on establishment level working time arrangements with focus on work -life balance issues	Survey launched in 2004	First results will be available in 2005.
0268	Foundation seminar series	To deepen the Foundation's role as forum for debate and discussion To contribute to shared knowledge and experiences across the EU Member States To offer representatives of the social partners and public authorities across the EU an opportunity for comprehensive exchange on European social issues and a better understanding of their implications at national level.	Ongoing	

Information and Communication activities		
	<i>Nature of activity</i>	<i>Statistical information</i>
Information centre	Enquiries to the centre	1,594 (The increase in enquiries can be explained by the addition of ILO and press enquiries, and the introduction of EWCO)
Foundation website	User sessions Eurofound	1,469,836 (EWCO: 58, 131)
	User sessions EIRO	2,113,067
	User sessions EMCC	144,729
Multilingual programme of publications/electronic publications	Number of publications produced	341
Publication licences	Licences granted	28
Communiqué and relations with the press	Bi-monthly newsletter	10
	Press releases	32 (22 pan-European, 10 national)
	Press conferences	8
	Enquiries (from journalists)	460
	Visits (from journalists)	32
Marketing activities	Information visits to Foundation	47 groups (196 persons)
	Exhibitions	24 (3 large)
Dissemination activities	Publications sent out and dispatching to conferences and events	136,380

Annual activity report of the Authorising Officer for the year 2004

Introduction

Article 40, paragraph 1 of the Financial Regulation as adopted by the Administrative Board on 28 March 2003 provides for the Authorising Officer to report annually to the Administrative Board on the performance of his duties by means of an Authorising Officer's Report. The Internal Auditor takes note of this report. The report is prepared with regard to:

- Objectives established for Foundation activities
- Results obtained
- Resources used
- Control systems applied.

In accordance with Article 40, paragraph 2, the Administrative Board must send the Budgetary Authority an analysis and assessment of the Authorising Officer's report. This analysis and assessment must be included in the Foundation's Annual report.

Index

The report for 2004, prepared generally in accordance with Commission guidelines, is set out as follows:

Part	Item
1	Operational Activities and Resources
2	Follow-up on 2003
3	Management and internal control system applied
4	Issues pertaining to the declaration
5	Declaration of the authorising officer
5.1	Internal process used in preparation
5.2	Financial management
5.2.1	Summary of provisional annual accounts
5.2.2	Report on negotiated procedures
5.2.3	Report on waivers of recovery
5.2.4	Contractors to whom building contracts were awarded
5.3	Control standards

Part 1: Operational activities and resources 2004

2004 was a decisive year for the Foundation. The Administrative Board adopted the new four-year programme (2005–2008) which focuses on meeting the challenges of the Lisbon Agenda. The first annual programme under the pluriannual programme was adopted in October. Significant steps were taken to introduce transversal working in the Foundation and to exploit the potential of internal synergies. A new Human Resources Development Programme was also implemented permitting the Foundation to introduce a more modern system of staff development.

Living conditions

In the run-up to enlargement much of the research focused on gaining a better understanding of quality of life and living conditions in the new Europe. In March, the results of the Eurobarometer survey on living conditions, a joint initiative with the European Commission, were published. The results of the Foundation's own first ever 28-country European quality of life survey (EQLS) were also published during the year.

Following publication of the Foundation's *Quality of life in Europe* report, work concentrated on analysis of data contained in the survey which was carried out in 2003 in all 25 countries of the European Union together with Bulgaria, Romania and Turkey. Findings from the EQLS were presented in four international seminars held in Tallinn, Cyprus, Bratislava and Paris during the second half of the year.

In line with the Lisbon objectives, social inclusion through employment continued to be a major area for Foundation research. The study of *Labour supply in care services* is driven by the growing care needs of an ageing society. Employment initiatives for an ageing workforce documents measures to improve employment options for older workers and to extend working life.

An electronic database of statistical 'quality of life' indicators is being converted into an online accessible data resource on the Foundation website. Covering all 25 Member States and three candidate countries, it has the capacity to generate tables on social indicators for age, sex and country.

LIVING CONDITIONS						
Human and financial resources						
Human resources						Financial resources
Grade	A	B	C	non-perm	SNEs*	EUR 2,580,000
	3	1	3	0	2	

*Seconded National Experts

Working conditions

In 2004, the working conditions area further developed the European Working Conditions Observatory (EWCO). In its second year, the EWCO network of correspondents contributed regular news updates and survey data reports complementing Foundation data with relevant information at national level. Topic reports based on collaboration between the correspondents were also published covering, *inter alia*, *Ageing and work in Europe* and *Part-time work in Europe*. The network was expanded in September 2004 to include new correspondents in the following countries: Austria, Czech Republic, Estonia, Italy and Portugal. The first EWCO seminar looked at workplace violence and harassment from a professional perspective.

Pending publication of the final set of reports based on analysis of the third working conditions survey, the Foundation made preparations for the next survey to be carried out in 2005. A group of national experts in working conditions surveys helped the Foundation to develop the survey questionnaire. The scope of the survey questionnaire has been extended to include new questions (for example on internet usage at work and work satisfaction). A new quality control system was established.

The main objective of the project on indicators on quality of working life (wages and working conditions) was to analyse the relationship between wages and working conditions as an element of organisational performance and to produce relevant indicators. In its project on the working poor in the European Union, the Foundation dealt with one of the key objectives of the Lisbon Agenda. The existence of working poor undermines the commitment to 'quality of work' in the European Employment Strategy. The Foundation has

shown that working poverty is linked to a combination of individual and labour market characteristics. The report *Working poor in the European Union* gives a full and timely account of this multidimensional issue and analyses some of the policy responses that have been adopted at national level.

WORKING CONDITIONS						
Human and financial resources						
Human resources						Financial resources
Grade	A	B	C	non-perm	SNEs	EUR 2,187,000
	4	1	3	0	2	

Industrial relations

The implication of EU enlargement for industrial relations was examined in a variety of ways. EIRO now covers all 25 Member States. The work on industrial relations indicators as well as the project on social dialogue and conflict resolution mechanisms also took account of the enlarged Europe. During 2004, the EIRO database continued to be used as a premier information resource for stakeholders at European and national level. Usage of EIRO has remained high, with fluctuations in line with previous years. The average number of user sessions per month in 2004 was 176,088. During 2004, EIROonline published 823 articles on industrial relations developments, together with a series of studies and features on issues such as gender equality, employer organisations in Europe and occupational pensions. EIRO continued to complement its comparative information through its collaboration with Cornell University (USA) and the Japan Institute of Labour. Six issues of the EIRO bulletin, *EIRObserver*, were published during the course of 2004.

With the publication of the Finnish glossary on industrial relations, the last edition in a series of national level volumes of the European Employment and Industrial Relations Glossary was published in hardcover for the EU15. The draft EU level glossary was submitted to the Foundation in February 2004. In order to ensure that the final product is of appropriately high quality, a review process of further editing and partial redrafting was commissioned leading to delivery of the revised and updated EU volume in December 2004. This volume will be evaluated in early 2005.

The *European works councils in practice* report was published. All three reports from the Foundation's project on financial participation (dealing with the role of governments and social partners, SMEs and indicators for benchmarking) were published. The report, *Quality of industrial relations: Comparative indicators in the EU15*, was also published during 2004 and the study was extended to cover the new EU Member States.

INDUSTRIAL RELATIONS						
Human and financial resources						
Human resources						Financial resources
Grade	A	B	C	non-perm	SNEs	EUR 3,534,000
	4	2	3	0	1	

The European Monitoring Centre on Change (EMCC)

The year 2004 has been one of consolidation for the European Monitoring Centre on Change. The April conference 'EMCC Exchange 2004 – Developing Europe's capacity for change' presented the three major strands of EMCC work and the products developed since its launch in October 2001.

EMCC successfully provides information on trends and drivers of change through the Sector Futures series. Articles on seven sectors have been published. Through presentations to relevant organisations, the EMCC has encouraged the use of this article series as a basis for discussion among social partner organisations. Anticipation of change is also an important part of EMCC in-depth research. Four possible scenarios for the European automotive industry were discussed with practitioners in an ‘anticipation workshop’ in September. A similar exercise in December used four scenarios developed by the EMCC for the textile and leather industry. Sector Futures are designed to inform a future-oriented debate in a social dialogue setting especially at the European level. The EMCC gave several presentations to sectoral social dialogue committees and social partner organisations to raise awareness of this product and its possible contribution to a result-oriented social dialogue.

Understanding the phenomenon of restructuring continued to be a challenge in 2004. EMCC was able to reply to requests for more quantitative information on company restructuring using data from the European Restructuring Monitor (ERM) which was extended to include three of the new Member States, the Czech Republic, Poland and Slovakia. At the end of 2004 ERM had registered more than 2,000 cases. Due to the increasing size of the database, the compilation of statistics distinguishing trends in sectors and countries has become more meaningful. Also, in 2004, the ERM registered an increasing number of cases where restructuring has led to job creation through business extension. Four issues of the ERM quarterly were published analysing trends observed in relation to specific sectors and countries and providing background information on recently announced restructuring cases.

‘Outsourcing’ or ‘offshoring’ has moved to the top of the policy agenda and has become the focus of significant media attention revealing the complexity of the phenomenon and the lack of reliable data and statistics. To fill this knowledge gap, the EMCC embarked on an examination of available evidence on outsourcing of ICT and related services in the European Union. The relevant report defines the scope of ‘offshore outsourcing’ and the services involved.

Good practice in managing industrial change continued to be identified and discussed through the EMCC’s company network. The network has been growing consistently since it was created in 2002 and now includes company representatives from all 25 Member States, multinational companies and SMEs.

The EMCC portal continued to be the main dissemination tool for research results, analysis and exchange. Improvements in the quality of the products and their presentation have led to user figures rising consistently from 8,200 for January 2004 to 25,000 by December 2004. The EMCC has received an increasing number of invitations to present its work at seminars and conferences and was invited to supply ad-hoc reports by the European Commission.

EMCC						
Human and financial resources						
Human resources					Financial resources	
Grade	A	B	C	non-perm	SNEs	EUR 1,961,000
	2	1	1	0	0	

Transversal projects

Foundation Seminar Series: Sharing experiences and learning from each other in Europe

The Foundation's *Work programme 2004* included the implementation of a pilot phase of the 'Foundation seminar series', aimed at national representatives of the stakeholders. Through this series the Foundation is deepening its role as a forum for debate and discussion on European social issues. In this context, the Foundation held a seminar 'Age and work: connecting the generations' which was composed of two sessions, one in June in Dublin, and the second in September in Bonn. At the end of the year a positive assessment allowed the Foundation to propose the completion of the first series for the Member States not invited in the first round and to organise a new seminar on a topic of interest for the European agenda and for the Member States.

Company survey

During 2004 work on the company survey on working time and work-life balance moved from planning to implementation. Following extensive work on questionnaire development and the establishment of the sampling frame, fieldwork in the EU15 was conducted in the autumn. At the end of the year a contract was signed to extend the survey to a number of the Member States which joined the EU in May 2004 (Cyprus, Czech Republic, Hungary, Latvia, Poland and Slovenia). The data for these countries is to be delivered in 2005 and reporting and analysis will be undertaken on the basis of the integrated data set.

Information and communication

2004 saw a dramatic increase in impact of the Foundation at European level. A major factor in the rising profile of the Foundation and its work was the publication of the results from the Foundation's first-ever European quality of life survey. These were highlighted through press releases, articles in the Foundation's newsletter *Communiqué* and on the Foundation's website.

The quality of life campaign began in June 2004. A special promotional leaflet was produced, outlining the range of work the Foundation has carried out in this area. An eight-page résumé on the quality of life survey report was published in all EU languages. All EU representation information offices in the acceding countries were contacted during the campaign to facilitate the exhibition of Foundation products. Some six country visits took place during 2004 including meetings with the governments and the social partners as well as a national seminar to reach a wider target group. Fact sheets were prepared for each meeting, comparing the relevant national and EU data. Press releases and press conferences were arranged for the national press, often with the help of the EU representation offices. In some countries, prior to the visits, results from the survey featured in the largest circulation newspaper of the Member State. A quality of life survey press pack was also made available on *Eurofound*.

The second Foundation Forum took place at the beginning of November 2004, covering the theme 'Living to work, working to live – tomorrow's work-life balance'; 163 participants took part in the forum. Based on the experiences of the 2002 Forum, 2004 was oriented towards more active participation, including workshops and other debates.

The climax of the year was the Foundation's exhibition at the European Parliament. The week-long event, which also included seminars, meetings and debate, gave the Foundation the possibility of highlighting all aspects of its work to the new parliamentarians and other groups at the Parliament. The first annual exchange seminar with the EU social affairs attachés served to establish a fruitful exchange with the representatives of the Member States and candidate countries (including Turkey and Croatia) on the Foundation's expertise and field of work.

A total of 341 publications were produced during 2004. This included original products for both web and print (162) and the various language versions (179) of certain publications. Due in part to enlargement and the campaign to highlight the Foundation's work in this area, many of this year's publications were made available in all 20 EU languages and, in some cases, in the languages of the candidate countries. The year 2004 saw a clear shift towards the implementation of a publication policy which provides for shorter, promotional and informational publications in all EU languages to ensure the widest dissemination possible of the Foundation's findings.

Web developments

The Foundation website, *Eurofound*, played an integral part in the information campaigns on 'Paving the road to enlargement' and 'Quality of life in an enlarged Europe'. Special web pages were developed for each campaign and these were highlighted on the home page complete with campaign logos and news stories linked to the theme.

During the beginning of the year both the *Eurofound* and EIRO sites experienced a decrease in user sessions, but this was subsequently reversed. The number of user sessions increased steadily during the second half of 2004 for both sites while user sessions for EMCC have been growing strongly for several months and the figures for EWCO are also very encouraging.

Website	User sessions 2003	User sessions 2004	Change
Eurofound	1,517,963	1,469,836	Down 3.17%
EIRO	1,988,462	2,113,067	Up 6.26%
EMCC	49,459	144,729	Up 192.62%

The redesign of the Foundation websites has been the main focus of website activities during the year, where the Foundation is taking a user-centred designed approach. The new web design will be implemented in the spring of 2005.

In order to better identify and serve the Foundation's target groups, a new customer relations management system has been embarked on with the aim of merging all the Foundation's current contacts lists into one master list. This will be implemented early in 2005.

As part of the ongoing attempt to assure quality and establish a greater degree of conformity in terms of the Foundation's information outputs, 2004 saw a concerted effort towards greater synergy in all domains. Specifically, a proposal to concentrate the editing resources of all Foundation activities within the information and communication section was implemented at the end of the year to ensure greater coherence in terms of both coordination and quality. Work continued on strengthening the quality of the Foundations products. *The Author guide*, a new tool to ensure the consistency and quality of all Foundation publications was published in the early part of the year. A network of revisers for all 20 official languages was also established during 2004 with a view to ensuring better quality translation versions of all Foundation products.

NLCs

The five national liaison centres in Austria, Belgium, France, Italy and Spain carried out a large number of dissemination initiatives on behalf of the Foundation. More than 10,000 publications were sent out to identified target groups, as well as a series of emails.

Visits

During 2004, 47 groups visited the Foundation, a total of 196 persons. The majority of visitors, 23 groups, came from the Nordic countries, mainly from Sweden due to the special campaign prepared with the Swedish NLC in 2003.

INFORMATION AND COMMUNICATION					
Human and financial resources					
Human resources					Financial Resources
Grade	A	B	C	non-perm	SNEs
	6	3	9	4	0
					EUR 3,833,000

Part 2: Follow up on 2003

Not applicable

Part 3: Management and internal control systems applied in 2004

Control environment

The Administrative Board adopted new Financial Regulation and Implementing Rules on 28 March 2003.

The accounting system (SI2) was adapted by the Agencies' Common Support Service during 2003 to meet the requirements of the new Financial Regulation with particular regard to the functions of Initiation, Verification and Authorising Officers.

The Financial Regulation provided for the Advisory Committee on Procurements and Contracts to act in relation to the submission to the Administrative Board of contracts exceeding €250,000. In practice, this body also acts in relation to all contracts with a cumulative value of €11,800 over three or five years.

A specialised unit was charged with the responsibility for carrying out a general advisory and verification function. This unit has also provided training in procurement activities for all relevant staff.

The following control measures were introduced:

- Establishment of organisational structures based on centralised implementation of financial functions.
- Utilisation of the SI2 accounting system which provides for mandatory independent verification of key financial transactions.
- Appointment of advisors to the Directorate who are competent to carry out ex ante and ex post appraisal of financial activities.
- Monthly accounts showing appropriations/forecast variances; calendar and event forecasts/payment variances; comparisons with previous year utilisation rates; mission expenses per official and budget per unit; Reuse C4 and C5 utilisation ; carry over utilisation; Phare funds situation (separate accounts).

- Allocation of specific responsibilities for the execution of finance related tasks on basis of decisions of the Authorising Officer (Acting Director) were as follows:

TASK ALLOCATION	RESPONSIBLE
Appropriations	
- entry in SI2	Accounting Officer
Budgetary Transfers	
- preparation	Accounting Officer
- authorisation	Director
Tender Process	
- verification	Operational Support Unit /ACPC
Tender Award	
- authorisation	
€13, 800 - €250, 000	Director
€250, 000 +	Administrative Board
Commitments	
- initiation	operational
	financial
- verification	financial/operational
- authorisation	financial/operational
Invoice Clearance	
Study contract invoices	
- verification	financial/operational
- certification	financial/operational
Other invoices	
- certification	financial/operational
- verification	financial/operational
Payment Proposals	
- preparation	Finance Assistant 1
- verification	Finance Assistant 2
Payment Orders	
- initiation	operational
	financial
- verification	financial/operational
- authorisation	financial/operational
- registration	financial/operational

Payment Instructions	
Main and Euro Account	Accounting Officer
- preparation	
- authorisation	Authorised Signatories – groups 1&2
Imprest Account	
- preparation	Imprest Holder
- authorisation	Authorised Signatories – groups 1&2
Accounts - preparation	Accounting Officer

Performance/risk assessment

Performance/risk assessment was an underlying consideration in the planning and implementation of projects. Risk assessment was formalised in preparing the work programme 2005, which took place during the second half of 2004.

Information and communication

Structures for information and communication functioned well. These included monthly Management Committee meetings, monthly Communication Publication Committee meetings, regular Unit/Group meetings and regular General Staff meetings.

The Foundation intranet web site provided updated information on operational and administrative matters. The Foundation internet web site was fully operational and is being further developed.

Operational information systems functioned well and are being further developed.

Part 4: Issues pertaining to the Declaration

There are no issues pertaining to the Declaration.

Part 5: Declaration of the Authorising Officer and Authorising Officers by delegation

We, the undersigned,

Officers of the European Foundation for the Improvement of Living and Working Conditions

in the capacities of Authorising Officer and Authorising Officers by Delegation

Declare that the information contained in this report gives a true and fair view.

State that we have reasonable assurance that the resources assigned to the activities described in this report have been used for their intended purpose and in accordance with the principles of sound financial management and that the control procedures put in place give the necessary guarantees concerning the legality and regularity of the underlying transactions.

This reasonable assurance is based on own judgement and on the information at our disposal, including the reports of the Court of Auditors for years prior to the year of this declaration.

Confirm that we are not aware of anything not reported here which could harm the interests of the European Foundation for the Improvement of Living and Working Conditions.

Place: Dublin Date: March 2005

Signed:	Willy Buschak	Authorising Officer
.....	Terry Sheehan	Authorising Officer by Delegation
.....	Eberhard Köhler	Authorising Officer by Delegation
.....	Ray Comerford	Authorising Officer by Delegation

5.1: Internal process used in preparation

Not applicable

5.2: Financial management

5.2.1: Summary of provisional accounts for the year 2004

Implementation of the budget for the financial year 2004

Origin of revenue	Revenue		Expenditure															
	Revenue entered in the final budget for the financial year	Revenue received	Allocation of expenditure				Appropriations in the final budget				Appropriations carried over from the previous financial year				Available appropriations (2004 budget and financial year 2003)			
			Entered	Committed	Paid	Carried over	Cancelled	Outstanding commitments	paid	cancelled	Appropriations	committed	Paid	Carried over	Cancelled			
Community subsidiaries	18.0	18.0	8.7	8.7	8.6	0.1	0.0	0.1	0.1	0.0	0.0	8.8	8.8	8.7	0.1	0.0		
Other subsidiaries	0.1	0.1	1.8	1.8	1.3	0.5	0.0	0.2	0.2	0.0	0.0	2.0	2.0	1.5	0.5	0.0		
			7.6	7.6	5.0	2.6	0.0	2.8	2.8	0.0	0.0	10.4	10.4	7.8	2.6	0.0		
Total	18.1	18.1	18.1	18.1	14.9	3.2	0.0	3.1	3.1	0.0	0.0	21.2	21.2	18.0	3.2	0.0		

NB: Any discrepancies in totals are due to the effects of rounding.

Provisional revenue and expenditure account to 31 December 04

('000 EUR)

	2005	2004
REVENUE		
Subsidy received from the Commission	18,000,000.00	17,090,000.00
Miscellaneous Revenue	5,063.65	39,590.70
Revenue from services rendered against payment	80,796.52	42,031.42
TOTAL (a)	18,085,860.17	17,171,622.12
EXPENDITURE		
Staff Expenditure - Title 1		
Payments for the year	8,605,523.17	8,926,829.55
PHARE - Payments for the year	0.00	44,534.40
Automatic carry-over of appropriations	132,068.59	108,364.84
PHARE - Appropriations carried over	0.00	8,757.60
Administrative Expenditure - Title 2		
Payments for the year	1,267,477.84	967,760.39
Automatic carry-over of appropriations	489,321.77	224,099.01
Operating Expenditure - Title 3		
Payments for the year	5,052,933.38	3,733,015.78
PHARE - Payments for the year	0.00	626,479.18
Automatic carry-over of appropriations	2,524,962.06	2,817,160.98
PHARE - Appropriations carried over	0.00	320,228.66
Total Expenditure		
Payments for the year	14,925,934.39	13,627,605.72
PHARE - Payments for the year	0.00	671,013.58
Automatic carry-over of appropriations	3,146,352.42	3,149,624.65
PHARE - Appropriations carried over	0.00	328,986.26
TOTAL (b)	18,072,286.81	16,777,230.37
Outturn for the year (a) - (b)	13,573.36	394,391.75
Appropriations carried over from the previous year which lapse	34,610.38	118,163.02
Appropriations for reuse for the previous financial year not utilised	439.24	18,828.55
Exchange Differences for the year	-4,434.65	8,917.71
BALANCE FOR THE YEAR	44,188.33	540,301.03
Results carried over from previous years	-1,295,606.30	-1,835,907.33
PHARE Appropriations carried over from the previous year which lapse	7,848.45	0.00
PHARE subsidy received and to be received	-100,000.00	1,000,000.00
PHARE payments	0.00	-1,000,000.00
GLOBAL BALANCE	-1,343,569.52	-1,295,606.30

Provisional balance sheet as at 31 December 2004

('000 EUR)

ASSETS			LIABILITIES		
Notes	2004	2003	Notes	2004	2003
Immaterial Fixed Assets			Fixed Capital		
Software	7,495.27	26,565.10	Own Capital	4,016,631.07	4,389,345.71
Material Fixed Assets			Balance of the Financial Year	-47,963.22	540,301.03
Buildings	14,530,161.61	15,680,030.01	Past year results	-1,295,606.30	-1,835,907.33
Furniture & Vehicules	126,316.84	141,949.26	Revaluation reserves	11,230,035.69	12,093,512.48
IT Equipment	169,642.14	106,986.77	sub total	13,903,097.24	15,187,251.89
Technical equipment	107,083.70	111,314.15	Current Liabilities		
Miscellaneous equipment	299,967.20	406,971.90	Appropriations Carried Over	3,146,352.42	3,478,611.09
Assets in progress	0.00	0.00	Salary Deductions	0.00	0.00
sub total	15,240,666.76	16,763,302.30	Miscellaneous	9,077.40	0.00
Stocks			Bank interests to be reimbursed to the Commission	48,378.55	0.00
Office Stationery	6,000.00	7,045.00	sub total	3,203,808.37	3,478,611.09
sub total	6,000.00	7,045.00	Transitional Accounts		
Current Assets			Sums to be reused	17,217.18	22,256.94
Advances of Mission Expenses	400.00	2,260.00	Revenue to be received	10,132.91	2,092.36
Miscellaneous Advances	3.21	0.00	sub total	27,350.09	24,349.30
Sundry Creditors		11,314.27	Payments in Progress		
Phare subsidy to be received		361,280.00	(2)	2,912.75	0.00
Advances of Salary	58.11	0.00			
Sundry Expenditure to be charged	0.00	29,430.15			
VAT to be recovered (1)	229,600.29	280,895.18			
Recovery Orders	11,173.48	4,917.32			
sub total	241,235.09	690,096.92			
Cash Accounts					
Bank - Demand Accounts	1,634,197.57	1,331,077.52			
Imprest Account	12,376.13	183,544.83			
Cash	2,692.90	2,634.81			
sub total	1,649,266.60	1,517,257.16			
	17,137,168.45	18,690,212.28		17,137,168.45	18,690,212.28

NOTES ON THE BALANCE SHEET

(1) This amount represents Value Added Tax to be refunded by Member States Authorities.

(2) Payments bounced back by banking system between 23/12 and 31/12/04.

5.2.2 Report on negotiated procedures

The following contracts were awarded following direct negotiation

Living conditions

Illness and inclusion - Project No. 0250

Institute	Contract No.	Cost EUR	VAT
Leigh-Doyle & Assoc.	3030-27	4.840	840
Contracts awarded under Article (126.1(a)) of the Implementing Rules of the Financial Regulations both of which were adopted by the Administrative Board at its meeting on 28 March 2003 and entered into force on 29 March 2003 - by negotiated procedure following unsuccessful open tender procedure.			

*Working conditions***Observatory on working conditions - Project No. 0278**

Institute	Contract No.	Cost EUR	VAT
Statistics Finland	3030-54	14,583	--
AGFOL-Agenzia Formazione Lavoro Scarl (Italy)	3030-70	13,000	--
Contracts awarded under Article (126.1(a)) of the Implementing Rules of the Financial Regulations both of which were adopted by the Administrative Board at its meeting on 28 March 2003 and entered into force on 29 March 2003 - by negotiated procedure following unsuccessful open tender procedure.			

*Industrial relations***European Industrial Relations Observatory (EIRO): Project No. 0188**CONTRACTS FOR *NATIONAL CENTRES*

Institute	Contract No.	Cost EUR	VAT
Inst. des Sciences du Travail, Univ. Catholique de Louvain (127.1(a))	3030-3	47,833	--
FAOS (127.1(a))	3030-4	47,833	
Labour Institute of the Greek General Confederation of Labour (INE/GSEE) (127.1(a))	3030-8	47,723	--
National Instit. for Working Life (127.1(a))	3030-14	47,833	--
Institute of Political Science of Hungarian Academy of Sciences – Centre for European Employment Studies (Hungary) (127.1(a))	3030-20	27,083,34	2,901,79
Bratislava Centre for Work & Family Studies (Slovak Republic) (ot-OJ) (127.1(a))	3030-22	24,700	--
Institute of National Economy (Romania) (127.1(a))	3030-23	29,710	--
Instit. of Economics, Latvian Academy of Sciences – Latvia (126.1(a))	3030-25	19,250	--
Univ. of Tartu – Estonia (126.1(a))	3030-26	24,750	--
Inst. for Social & Trade Union Research (ISTUR of CITUB) & The Balkan Inst . for Labor & Social Policy Bulgaria ((127.1(a))	3030-29	22,000	--
Cyprus Labour Institute (INEK)-PEO (126.1(a))	3030-31	20,250	--
Workers Participation Development Centre (WPDC) Malta (126.1(a))	3030-30	17,000	--
Research Institute for Labour & Social Affairs, Czech Republic (126.1(a))	3030-46	18,000	--
Institute of Labour & Social Research, Lithuania (126.1(a))	3030-45	18,000	--
Contracts awarded under Article (126.1(a)) and Article (127.1(a)), as indicated above, of the Implementing Rules of the Financial Regulations both of which were adopted by the Administrative Board at its meeting on 28 March 2003 and entered into force on 29 March 2003 - by negotiated procedure following unsuccessful open tender procedures.			

European Industrial Relations Observatory (EIRO): Project 0188CONTRACTS FOR *COMPARATIVE STUDIES*

Institute	Contract No.	Cost EUR	VAT
Institut des Sciences du Travail, Université Catholique de Louvain (Art. 126.1(e))	3030-33	10,000	--
Institut de Recherches Economiques et Sociales (IRES) (Art. 126.1(e))	3030-34	10,000	--
CIREM & QUIT (consortium) Spain (Art. 126.1(e))	3030-37	9,806	--
Industrial Relations Research Unit (IRRU), University of Warwick (Art. 126.1(e))	3030-38	9,540	--
EIRO-Italia (Art. 126(e))	3030-35	9,000	--
Hugo Sinzheimer Institute (126(e))	3030-36	9,800	--
Wirtschafts und Sozialwissenschaftliches Institut in der Hans-Böckler Stiftung (WSI in der HBS) & Inst. der deutschen Wirtschaft Köln (IW) (consortium) (126(e))	3030-63	10,000	--
SPIRE Assoc.(126.1(f))	3030-71	2,500	--
Marc Feyereisen (127.1(a))	3030-75	4,500	--
<p>Contracts awarded under Article (126.1(e)); Article 126.1(f) and Article (127.1(a)), as indicated above, of the Implementing Rules of the Financial Regulations both of which were adopted by the Administrative Board at its meeting on 28 March 2003 and entered into force on 29 March 2003.</p> <ul style="list-style-type: none"> • Contracts (126.1(e)) – by negotiated procedure for additional services and works not included in the contract first concluded • Contract (126.1(f)) – by negotiated procedure for additional contract consisting in the repetition of similar services entrusted to the contractor awarded an earlier contract ... contract confirms to a basic project and the first contract was awarded under open tender procedure; • Contract (127.1(a)) - by negotiated procedure following unsuccessful open tender procedure. 			

Financial Participation : Project No. 0218

Institute	Contract No.	Cost EUR	VAT
The Ideas Institute	3030-59	8,000	--
<p>Contract awarded under Article (126.1(e)) of the Implementing Rules of the Financial Regulations both of which were adopted by the Administrative Board at its meeting on 28 March 2003 and entered into force on 29 March 2003 – by negotiated procedure for additional services and works not included in the contract first concluded.</p>			

Transversal Projects

Company survey on time: Project No. 0272

Institute	Contract No.	Cost EUR	VAT
TNS Infratest Sozialforschung (126(e)) <i>Amendment to 03-3030-62</i>	3030-62	30,000	--
TNS Infratest Sozialforschung (126(e))	3030-64	93,260	--
TNS Infratest Sozialforschung (126(f))	3030-65	4,720	--
TNS Infratest Sozialforschung (126(e))	3030-77	287,000	--
<p>Contracts awarded under Article (126.1(e)) and Article 126.1(f), as indicated above, of the Implementing Rules of the Financial Regulations both of which were adopted by the Administrative Board at its meeting on 28 March 2003 and entered into force on 29 March 2003.</p> <ul style="list-style-type: none"> • Contracts (126.1(e)) – by negotiated procedure for additional services and works not included in the contract first concluded • Contract (126.1(f)) – by negotiated procedure for additional contract consisting in the repetition of similar services entrusted to the contractor awarded an earlier contract ... contract confirms to a basic project and the first contract was awarded under open tender procedure. 			

European Monitoring Centre on Change (EMCC)

EMCC - Sector Futures: Project No. 0311 (formerly 0273)

Institute	Contract No.	Cost EUR	VAT
The Victoria University of Manchester (PREST)	3030-41	44,860	--
<p>Contract awarded under Article (126.1(e)) of the Implementing Rules of the Financial Regulations both of which were adopted by the Administrative Board at its meeting on 28 March 2003 and entered into force on 29 March 2003 – by negotiated procedure for additional services and works not included in the contract first concluded.</p>			

EMCC Anticipation Workshop: Automotive Sector: Project No. 0274

Institute	Contract No.	Cost EUR	VAT
Univ. of Birmingham	3030-55	7,500	--
<p>Contract awarded under Article (126.1(e)) of the Implementing Rules of the Financial Regulations both of which were adopted by the Administrative Board at its meeting on 28 March 2003 and entered into force on 29 March 2003 – by negotiated procedure for additional services and works not included in the contract first concluded.</p>			

5.2.3 Report on waivers of recovery

There were no waivers of recovery during 2004.

5.2.4 List of contractors to whom building contracts were awarded

There were no building contracts awarded during 2004.

5.3 Control standards

1. **Ethics and integrity**
Implementation of required standard in progress. Code of Conduct established.
2. **Mission, role and tasks**
Implementation of required standard in progress and nearing completion
3. **Staff competence (recruitment, training and mobility)**
Required standard attained and systems continuing to be improved.
4. **Staff performance**
Implementation of required standard in progress
5. **Sensitive functions**
Implementation of required standard in progress
6. **Delegation**
Implementation of required standard in progress
7. **Objective setting**
Implementation of required standard in progress
8. **Multiannual programming**
Not applicable
9. **Annual management plan**
Required standard attained
10. **Monitoring performance against targets and indicators**
Implementation of required standard in progress
11. **Risk analysis and management**
Implementation of required standard in progress
12. **Adequate management information**
Required standard attained
13. **Mail registration and filing systems**
Required standard attained.
14. **Reporting improprieties**
Required standard attained.
15. **Documentation of procedures**
Implementation of required standard in progress
16. **Segregation of duties**
Implementation of required standard in progress
17. **Supervision**
Implementation of required standard in progress
18. **Recording exceptions**
Implementation of required standard in progress

19. **Continuity of operations**
Implementation of required standard in progress
20. **Recording and correction of internal control weaknesses**
Implementation of required standard in progress
21. **Audit reports**
Implementation of required standard in progress.
22. **Internal audit capability**
Implementation of required standard in progress.
23. **Evaluation**
Implementation of required standard in progress
24. **Annual review of internal control**
Implementation of required standard in progress

European Foundation for the Improvement of Living and Working Conditions.

Annual report 2004 - Annexes

2005 – 63 pages – 21 x 29,7 cm