

6 May 2008

## To all organisations affiliated to the EMF

Dear Colleagues,

The Education Department of the European Trade Union Institute aisbl will organise a joint course with the European Metalworkers' Federation **Collective bargaining Summer College**, which will be held from 14 to 17 September 2008 in Lovran (Opatija), Croatia.

This course aims:

- To broaden and deepen the EMF collective bargaining coordination strategy
- To assess and discuss the impact of EMF policies on issues like working time, the development of precarious employment forms and outsourcing strategies
- To debate on future perspectives in the collective bargaining work of EMF

The working languages will be English, French and Spanish.

The enclosed programme will give you an overview of the course contents.

This course venue and accommodation will be at the:

**Hotel Excelsior**

**Šet. M. Tita 15**

**HR – 51415 LOVRAN**

**Telephone: +385 51 292 233**

**Fax: +385 51 291 989**

**E-mail: [excelsior@liburnia.hr](mailto:excelsior@liburnia.hr) - [www.liburnia.hr](http://www.liburnia.hr)**

### Who should participate?

Trade union officers and representatives from EMF affiliated organisations responsible for collective bargaining questions and transnational negotiations.

### When should participants arrive and depart?

Participants are expected to arrive on Saturday 13 and to leave on Wednesday 17 September 2008 (after lunch).

### How are enrolments processed?

A maximum of 18 participants can be accepted.

The final confirmation of the participants will be done by the team of trainers bearing in mind the requirements for the target group.

We ask you to bear in mind the recommendations of the ETUC Action Plan for women which call for the proportional representation of women in trade union activities.

**Participants' registration**

Please fill in a copy of the enclosed form for each participant and return it to the ETUI Education secretariat (Nathalie De Vits) no later than **1st August 2008**.

**Payment of registration**

Each organisation is required to pay a direct monetary contribution to ETUI Education to the value of 200€ per participant. For participants from Central and Eastern European Countries this amount is 50€.

**Instructions for payment**

Bank: Banque DEXIA	Bank address: Boulevard Pacheco 44, 1000 Bruxelles
BIC: <b>GKCCBEBB</b>	<b>IBAN (for international transfers): BE27 0682 4212 6373</b>
<b>Account number (for national transfers): 068-2421263-73</b>	Account holder: European Trade Union Institute for Research, Education and Health and Safety

Please attach proof of payment of the direct monetary contribution of **200€/ 50€**

**!!! It is essential that you mention in your payment order the participant's name and the course reference number 852.21 !!!!**

**Reimbursement of travel and accommodation costs**

Travel and accommodation costs will be covered by ETUI Education, only for participants coming from member states of the European Union and Croatia, the FYROM and Turkey. Travel costs will be reimbursed on the basis of the most economic fare available (economy/APEX/PEX air fares) in accordance with Commission regulations.

**Additional information**

Should you need any additional information please do not hesitate to contact the ETUI Education Secretariat, Nathalie De Vits, tel: +32 2 224 05 22, fax: +32 2 224 05 20, e-mail: [ndevits@etui.org](mailto:ndevits@etui.org).

Yours sincerely

Georges Schnell  
Director  
Education Department  
ETUI

Bart Samyn  
Deputy General Secretary  
EMF

Enclosed:      Course programme  
                    Registration form