



Participants: *Annex 1*

1. Adoption of the legal entity form and statutes

Following decisions taken in Brussels in Dec. 2010, the steering group decided among the considered option to establish EFESC as an INPO under Belgium law. Statutes were prepared up to a stage that they are ready to be registered. These statutes were submitted to the participants ahead of the meeting.

A serious concern about an absolute open membership for individuals and companies led to discussing the core idea about membership again. Concern was that the organisation needs on the one hand side the integration of all important players in training in the membership but that it also must maintain a balanced representation of interests. This led to an amendment of the membership structure with the main element: Limiting ordinary membership to National Agencies and to Industry Representative bodies on European or trans-national level. The only exception for national organisations to be represented in the ordinary membership was assigned to Health & Safety Insurances or authorities, due to their special role in training quality requirements.

Regarding to the payments for Ordinary membership (250 €) and annual fee for NA's (2 500 €) with the same voting rights raised the question if NA's should not have "stronger" vote than other Ordinary members or if payments should be reviewed? (Can partners suggest an amount?)

Going through the statutes was raised a question if the secretariat will be rotated and if is possible to make a tender. These decisions could be made by the GA for the best quality and the best price.

The participants unanimously accepted the draft statutes of 1 March with the amendment of 16 March to Article 3, Section 3: Ordinary Members. Therefore supporting the foundation of EFESC.

Annex 2: EFESC Memorandum of Association 16March

2. Criteria for Accreditation of National Agencies

Joachim Morat presented the actual list of criteria and indicators which will be required to become accredited as a national agency. This criteria were generally approved. 12 countries presented are interested to run NA's

NA's are absolutely independent and responsible to promote EU standard, press release, create support from national schemes, national insurance providers, responsible to integrate to find acceptance to the forest and environmental industry etc. NA's are responsible to produce united certificates recognized over Europe with the EFESC logo.

Annex 3: Criteria for NA Accreditation

A "test accreditation" of a National Agency was carried out with IPC (Netherlands) to demonstrate which details need to be considered and provided to go through the procedure of NA accreditation.

3. ECC Standards and Assessment Procedures – State of the Art

Billy Robb presented the actual development steps based on previous trainers' training events. The presentation shows that the whole process is under way and over the next couple of weeks a lot of decisions need to be taken to bring the standards to a level that they can be implemented. A lively discussion showed that there is a multitude of details which can be debated and where compromises need to be found. Billy explained that many compromises particularly of a technical nature have already been found and agreed by the partnership but it is an ongoing development. For example the theory can be assessed in a variety of ways-not only written examination. An invitation to the trainers representing all the partners was issued in December 2010 and planning is well under way for the final standard setting event to be held in Czech Republic. This will also lead to the inaugural ECC certification piloted by the EFESC assessors. In accordance with the Leonardo project Billy will undertake the key role as the EFESC lead verifier during this process.

Invitation for Assessment event:

'Standards Setting & Technical Evaluation Event'
27 Jun – 1 Jul 2011

Annex 4: Standard development state of the arts

Discussion (All Participants):

There is important to have external policy to keep minimum European standard.

Assessment requirements:

NA's will be responsible for updating of their assessors (CPD – continual professional development) – event. Billy Robb responded that NA's will be expected to appoint Lead Verifiers and host exchange seminars which would fulfill the above requirements.

A question was raised about ensuring candidate performance in the test is as natural as possible. It was explained this is a core issue which will be addressed in the standard setting event for assessors in June.

A question was raised if training should be separated from assessment. Roland Tromp explained how assessment can be independent of training.

All ECC-draft levels will need to be available on the internet.

Roland Tromp led brainstorming: What to do with old certificates?

- each country make up their own, NA decides (upon EFESC regulations)
- each certificate with a test
- certificate older than 5 years must be renewed
- put on the internet the list of equivalent old certificate which meets the ECC criteria
- prove your qualification by experience or training to the date
- how to enlist the old certificate –holders into the new database?
- equivalent certificates older than 10 years are no longer valid
- to collect knowledge about national standards on national level

4. Financial Consideration

Tom Embo presented the EFESC financial overview.

5. EFESC Workplan

The EFESC has a huge workload to cope with up to the next milestone which is the conference in Ossiach in June 2011.

You can find more information on the website:
www.eduforest.eu

Annex 5: EFESC Workplan

All participants are very welcome to contribute to the respective tasks. **Please get into touch with the person responsible for the task who is listed in the work plan outline.**

Annex 1: Participants list

Annex 2: EFESC Memorandum of Association 16March

Annex 3: Criteria for NA Accreditation

Annex 4: Standard development state of the arts

Annex 5: EFESC Workplan