

LIFELONG LEARNING PROGRAMME

Learning Partnership GRUNDTVIG



“FREE – IT – Foster Re-integration and Enhance Employability through Inmates Training”

Report : meeting n.1

Place : Venice - Italy

Date : 28th and 29th October 2013.

People involved:

PARTNER	NATIONALITY	NAME
Penitenciarul Ploiești	RO	Cristina Magdalena Toma Branzan Celestin Stan Constantin
Education Unit, Cork Prison	IE	Catherine Coakley Frances Russell Tom Foster
Åsane videregående skole, avd. Fossane	NO	Yngve Sandven Dag Audun Bjørnberg Kåre Bjørn Øvregård Ida Elisabeth Jorem Geir Arne Hundvebakke
European Prison Education Association – Malta Branch	MT	Anthony Vella Joseph Giordmaina
Vollzugsdirektion	AT	Marit Carolin Weißen
Centre d'Iniciatives per a la Reinserció (CIRE)	ES	Gerard Estalella
Center za izobraževanje in kulturo Trebnje	SL	Milena Hvastija Kristina Jerič Martina Podlesnik
Knowl - Social Enterprise for Risk Groups Education and Lifelong Learning	EL	Sophia Protopapa
Rideout (Creative Arts for Rehabilitation)	UK	Saul Peter Hewish
Cooperativa Sociale "Il Cerchio ONLUS"	IT	Federica Vianello
Consulmarc Sviluppo srl	IT	Laura Franceschi Marina Lucchetta Federico Malin

Meeting Development

1st DAY: 28 OCTOBER 2013

MORNING SESSION:

1. Visit to Venice Prison

The Director and its staff welcomed all to the Venice Giudecca Prison – female division.

The prison staff and member of the “Il Cerchio” Cooperative has guided partners during Prison visit which included the several laboratories where women inmates are employed in. “Il Cerchio” Cooperative is not the only external entity to manage prison laboratories; “Rio terà dei pensieri” is the other cooperative managing two prison laboratories.

Il Cerchio Cooperative has the responsibility for the following laboratories:

- Laundry: the major Venice customers are Hilton Hotel and Harry's Bar;
- Iron: the major Venice customers are Hilton Hotel and Harry's Bar;
- Tailor: it employs 7 inmates and the products are sold at an external shop called “Banco lotto 10” and located in Venice city centre.

“Rio terà dei pensieri” is the other partner cooperative dealing with the following prison laboratories:

- Vegetable organic garden: inmates farm different kind of vegetables (tomatoes, aubergines, salad, etc) which are sold once a week to external customers (under surveillance selected inmates sell their products in a dedicated area out of the prison). Inmate workers month salary is composed by both sales proceeds and a part provided by the Venice municipality for a total amount of 450 – 500 €. Before starting with these activities, the selected inmates attend a specific training course.
- Organic cosmetics: 4 selected inmates are employed in this section which produces soaps, hotel courtesy kits and different kind of creams (e.g. hand cream, moisturizers etc.) which are sold online by e-commerce, directly to customer in the occasion of vegetables sale and through a kiosk located in Venice city centre. All products are made by organic components.

A small partner delegation has visited the women inmates with children (up to three years old) pavilion.

2. Project objectives discussion

Consulmarc Sviluppo Srl presented the project objectives as follows: the FREE-IT project focuses on the training of operators who, in different EU prisons, activate VET initiatives targeting convicts.

The project general aims are:

- Providing trainers with additional tools for employment promotion,
- Detecting local craft enterprises existing demands for skills and predicting future ones.

The specific project aims are:

1. best practices EXCHANGE to explore a new approach to promote VET in prisons and subsequent social inclusion of inmates;
2. proposal for a PORTFOLIO OF COMPETENCIES to better prepare training and promote inmates employment;
3. writing of the project GUIDELINES to better prepare training and promote inmates employment;
4. (Additional) DISSEMINATE THE RESULTS of the project.

Each project specific objectives will be developed according to 3 key areas:

- TRAINING:
 - Effectively orient convicts, identifying their skills and talents and motivating them;
 - Promote the identification and upgrading of prisoners innovative, creative, artistic skills, which will provide added value to craft enterprises and SMEs;
- RELATIONSHIPS WITH THE TERRITORY:
 - Provide a reference point in prisons, closely working with local career centers;
 - Promote the social recognition of inmates skills and job profiles in crafts and creative sectors;
- EMPLOYMENT PROMOTION:
 - Combining inmates skills and talents with emerging labour market needs.

When dealing with possible approaches for data collection, partners decided to avoid the creation of a predefined questionnaire, which would be difficult for a number of reasons, as outlined by partners:

- every EU Member State has its own peculiar system and internal disparities;

- partners already have the necessary information about necessary competences to outline the new trainer profile and do not need to research them, but just to elaborate them;
- it would be very difficult to identify questions to be put to network members since they probably do not have the necessary competences to deal with them.
- Probably more than one questionnaire should be created since questionnaire addressees should comprehend employers as well as trainers.
- Creating a questionnaire would imply comparing problems and translation challenges when questionnaire should be hand out.

Instead partners agreed to insert information on their activities, skills and expectations (which could not have been done during the kick – off meeting, due to time constraints) in the “Personeln” web based platform developed and managed by Consulmarc Svilluppo. Partners will receive username and password to access the platform, thus entering an ad hoc area structured in several sectors where partners can upload information and documents about their activities.

Finally partners proposed an alternative method to outline the new trainer profile, based on THEMATIC WORKING GROUPS for the exchange of best practices to be held during each meeting. A possible way to organise this kind of activities would be the OPEN SPACE METHOD. It envisages that partners should be divided into several thematic groups covering different aspects of the meeting subject. Themes and members composition could be defined by the hosting partner.

AFTERNOON SESSION:

3. Press Conference

PRESS CONFERENCE

- “Il Cerchio” – Ms Federica Vianello introduced the Cooperative, its activities in Venice prison and outlined that the project idea was born by matching Venice prison challenges and Consulmarc competences in EU Project Design.
The cooperative was born thanks to Mr Trevisan idea that also inmates have to have the opportunity to work; it employs 160 people: among them there are 70 inmates and 30 former convicted.
Similar projects to the ones shown in the female prison will be implemented in the male prison as well.
- Consulmarc Sviluppo Srl - Mr Snidero set the project in the European context stating that the project objectives matches with the Europe 2020 strategy for an intelligent smart and inclusive growth, as well as with its flagship initiatives “New Skills for New Jobs” and European platform against poverty and social exclusion. Moreover it is consistent with the ET 2020 strategy and the EU Agenda for Adult training.
He states that the project is an innovative experience in the national panorama, then he introduced every partner focusing on its specific function and activities which are relevant for the project outputs.
Finally, he focused on the project main aims: to explore new skills and methodologies to promote inmates placement, through a standardization effort (as long as possible) and to pave the way to future initiative of co-operation.
- Vice major of Venice Municipality – Mr Simionato stated that this project realization shows the level of interest and awareness of this kind of themes by citizens and local public administration. This project would collocate Venice in Europe improving its economy and social inclusion. Local public administration has a huge responsibility in front of this project which is focused on people social inclusion.
- Hotel Hilton and Harry’s Bar – Mr Cipriani has been the first private entrepreneur to invest in “Il Cerchio” Cooperative and to understand the prison work potentiality. Its business activities are customers of prison laundry.
- President of Venice Surveillance Tribunal – Mr Pavarin stated that our framework law foresees re-education penalty, differently form other Eu Member State. According to Mr Pavarin inmates works is beneficial since they cannot look for a job while in prison and the Italian law foresees that they work.
Moreover statistics state that having a job reduces the percentage of inmates recidivism and that improving prison job activities would be a good tool to decrease the number of inmates in Italian prisons.
- Director of Regional Treatment Office for Inmates – Ms Venezia coordinates 16 prisons in three neighbourhood Italian regions where training and job demand is really high but economic resources are really limited.
She hopes that the project can be developed at a larger level since prison operators needs several skills and the idea of defining a new profile is appealing and important.
- Director of female prison in Venice – Ms Straffi stated that work in prison is a different kind of work. The transfer of prison activities to external cooperatives was considered as beneficial in terms of cost efficiency: benefits were higher so they decided to cooperate with these external entities.

Prison is now more transparent and open to external environment.

Work in prison is a pleasing activity both for inmates and for the external environment since inmates improve their dignity, competences, skills and help them to socialize and their work improve the city productivity in general terms.

4. **Concert at “La Fenice” Theater**

The concert has been organized by the two cooperatives which manage the activities in prison: “Il Cerchio” and “Rio terà dei Pensieri”.

The proceeds will be used to satisfy basic inmates needs.

2nd DAY – 29 OCTOBER 2013

MORNING SESSION

5. Partners presentations

Penitenciarul Ploiești – RO

Mr Branzan Celestin is the Prison Director,
Ms Toma Magdalena is a job psychologist and Deputy Director
Mr Stan Constantin is the head of surveillance sector.

The Ploiesti prison is located in the city center and it hosts 700 adult male inmates. Every inmate has a plan of recovery which program foresees several subjects such as civic education, sport programs and several workshop (e.g. painting, etc.).

The prison education system involves psychology activities addressed to vulnerable group (e.g. drugs, alcohol, sexual crimes).

The prison try to connect inmates with the external community through voluntary work which help to organize concert, drama, exposition etc.

Prison staff can take advantage of Standard for operators in prison which include a manuals for guards, volunteers and research concerning how to match labour market and inmates needs.

The Romanian Penal System includes the following steps:

- Maximum security level for convicts with a more than 15 years sentence;
- Regime for convicts with a 5 to 15 years sentence;
- Semi open regime for convicts with a 1 to 5 years sentence;
- Open prison regime for convicts with up to 1 year sentence;

Every 5 months a prison commission assesses each inmate behaviour and decides if maintain or restrict its regime.

Romanian delegation expectations from this project:

Acquire experience on how to identify local labour market needs.

Romanian expertise which will be useful for this project:

Standard operations and manual of staff.

Education Unit, Cork Prison – IE

Ms Catherine Coakley is the Head of Education Unit;

Ms Frances Russell works for the Education Unit in charge of preparing inmates to release.

Mr Tom Foster works for the Education Unit in charge of preparing inmates to release.

The Education Unit is not an internal Prison section, but the Education Unit employees are employed by the Prison.

General info about prison in Ireland:

there are 14 prisons in Ireland hosting 4500 inmates. The Cork prison is a very old structure built 160 years ago; this is why hygienic and structural conditions are very bad. However it is foreseen the forthcoming construction of a new prison.

Education program:

The education program has a multidisciplinary approach consisting of:

- training from the elementary level up to university level;
- training workshop: painting, computer, art and crafts (specific teaching expertise), laundry for internal use.
- Planning of inmates release according to what are their needs out of prison: the education unit do not put a huge emphasis in finding a job to inmates, but to teach them basic skills (rent a house, shopping at the supermarket, personal documents for civic use, etc.).

Inmates which are assisted by the Prison Education System in their social re-integration should report (a formal contract foresees this kind of feedback) their activities and habits; if the don't respect the contact terms the Education unit assistance will end.

Irish delegation expectations from this project:

They are looking for a methodology to prepare inmates to get a job.

Åsane videregående skole, avd. Fossane – NO

Mr Yngve Sandven is the head of the Education sector;
Mr Dag Audun Bjørnberg is the prison ICT teacher;
Mr Kåre Bjørn Øvregård is the prison english teacher; he is this Project contact person;
Ms Ida Elisabeth Jorem is one of the 4 Bergen prison Councillors;
Mr Geir Arne Hundvebakke is the prison math teacher.

All teachers are employed at Asane Upper Secondary School which have 450 students.

General info about prison in Bergen:

Bergen prison hosts 220 inmates and it is composed by several compartments one of them is located in an island located not too far from Bergen municipality.

There is also a youth unit which host extreme cases since normally Norway does not foresee to put young people (less than 18 years old) in prison.

Two external prison departments deal with inmates release and re – integration paths.

Education offer:

The permanent training courses concern mathematics, hotel and catering, Arts and crafts, music, entrepreneurship (from enterprise start – up to managing activities). The most important element concerning this workshop is the process to produce or learn something, not the product in itself.

Particular conditions:

Inmates get a monthly pay both to study or to work.

Inmates have permanent internet access both for low security section (for universities purposes) and for high security section (internet access allowed just for newspaper reading and not to external communication).

Norway delegation expectations from this project:

Acquire knowledge and expertise from good practices exchange.

European Prison Education Association, EPEA– Malta Branch – MT

Mr Vella is the President of EPEA Malta branch

Mr Giordmaina is a consultant for the Ministry of justice.

Before 1995 only religious organization volunteers hold training courses in Prison. In 1995 Mr Vella prepared a prison education program which was signed by the Government, consequently the School in Malta prison was set up.

Malta has only one prison hosting 620 inmates which are divided into male, female and youth departments (a new youth section will be build soon).

Both Mr Vella and Mr Giordmaina do not work nor they are employed by the prison.

The Malta prison has been built by Great Britain but it has never been renovaded until now. It is composed by several sections (high, medium and low security section, youth section – to be built and women section).

As far as 40% of inmates are foreigner from different countries the biggest problem the Prison system has to face is the huge presence of immigrants in detention centers.

EPEA was created in 1997 as a biannual conference and 6 years old the Malta Branch was set up. However before the birth the birth of Malta Branch they were involved in several EU projects concerning education in prison, rehabilitation, post release focused on how to get a job, to manage it and the salary.

Some years ago EPEA started to cooperate with the University of Education in Malta and since student inmates created good relationship with teachers they are trying to let inmates keep connection with teachers also after their release.

Vollzugsdirektion – AT

The Austrian Prison Service has been set up 7 years ago and it is responsible for Prison service. Its staff is composed by 70 members.

It is responsible for staff working with inmates including trainers and of inmates.

Austria has 27 prisons which present several differences between east and west. The Austrian Prison Service has set up minimum education standard such as minimum level of German language knowledge etc.

This project has been funded with support from the European Commission.

This document reflects the views only of the author, and the Commission cannot be held responsible for any use which may be made of the information contained therein

Austrian delegation expectations from this project:

Acquire knowledge and expertise from good practices exchange.

Centre d'Iniciatives per a la Reinserció (CIRE) – ES

CIRE is a public body depending from the Department of Justice of the Catalonia Government. It employs 200 people in different section which deal with social inclusion, VET, prison at work, etc.

8 coordinators work in the 16 regional prisons (7000 inmates) where 48 trainers are employed.

The activities are organized in several workshops such as tailoring, laundry, painting, automotive assembly, etc which satisfy internal needs and external customers.

Prisons condition in Spain are very good and this is a problem since when inmates are released they usually have less than what they had during their imprisonment.

Spanish delegation expectations from this project:

How to reach inmates into their deep feelings with the aim to help them to improve their skills.

Center za izobraževanje in kulturo Trebnje – SI

The Center for education and culture locate in the town of Trebnje, is a public institution for adult education which has several programs address to multiple target groups. Within the Center staff some teachers work with prison and one of them was member of the Delegation to the kick – off meeting.

According to her experience her classes are at different knowledge levels and the techniques used for children teaching are not adaptable for adult training; for this reason it would be necessary to develop methodologies “to teach how to learn”.

It is very difficult to establish any kind of relationship with prisoners. Each of them has individual designed by a committee: if he or she stick it, he or she get benefits.

General info about prison in Slovenia:

Slovenia has 6 prisons divided into low security and high security prison and one youth section. The prison located in Trebnje is the largest in Slovenia and hosts 500 inmates.

Slovenian delegation expectations from this project:

Acquire knowledge and expertise from good practices exchange.

Knowl - Social Enterprise for Risk Groups Education and Lifelong Learning – EL

This association provides free training for disadvantage people and their expertise concerns social field and entrepreneurship promotion.

The major skills they can offer to the project development concerns:

web page design and maintenance;

- research on employability;
- Euro barometer research on skills (20101);
- happiness and well-being.

Ms Protopapa is an English teacher and a work psychologist.

Rideout (Creative Arts for Rehabilitation) – UK

Mr Hewish is the co – director of Rideout and he is specialised in the facilitation and creation of project designed for prison which in the following areas:

- Creative project for films, performances etc.in prison;
- Work with specific offenders;
- Employment;
- Training.

One of this project is called TALENT 4 which have the aim to identify talents and skills for job purposes. The project intends to select which skills are relevant for the job market in general.

English delegation expectations from this project:

To explore the role of creativity in every person.

Il Cerchio Cooperativa Sociale Onlus – IT

Its activities were fully presented during the visit to the Venice Prison, therefore, no additional information were necessary.

Consulmarc Sviluppo srl

Since 1982 Consulmarc offers international integrated services in support of:

- Employment & Job services
- Financing
- Internationalisation.

Consulmarc has been accredited at:

- the European Parliament, the European Commission and at the Committee of Regions as Representative of interests (lobby) EU Transparency Register registration number 99800452537-40
- the National Ministry of Employment and Social Affairs
registration numbers:
n. 5875 of 26/02/2007– HR Research & Selection
n. 39/0001254 of 26/01/2012 - Outplacement
- the Veneto Region
certified by Decree n.387 of 17/04/2012
- Consulmarc operates under the Process Quality Management System certification UNI EN ISO 9001:2008 for ITS services.

Consulmarc Corporate Paradigma is based on the following pillars:

1. Knowledge re-elaboration: know-how in researching information and processing it into highly valuable knowledge to be easily accessible to natural and legal persons;
2. Applied innovation research: development of projects aimed at building knowledge to be applied to service delivery;
3. Planning and use of technological tools: use of an internet-based platform allowing interoperability between operators and a high level of interaction with users, in order to implement our databases of:
 - Human resources
 - Funds
 - European partners
 - Good practices and financed projects
 - Studies / analysis of regional and national laws and EU regulations

Consulmarc offers integrated services in the following areas:

- FINANCING
- INTERNATIONALIZATION
- JOB SERVICES
- MANAGEMENT INFORMATION SYSTEMS WEB BASED

Consulmarc provides job related services:

- Human recruitment and selection
- Outplacement
- Development of “new skills for new jobs”

According to its activities it has recently developed the Antenna Sviluppo project. It is a Public Private Project with the aim to:

- guide and assist citizens in keeping a job through outplacement and re-qualification activities targeting young people, women, people dismissed from their job and workers in redundancy schemes;
- promote the start - up of micro-enterprises, small cooperatives of crafts and other forms of self-entrepreneurship in non-traditional and emerging sectors (e.g. ICT), thanks to micro-credit and other funds (Eu Commission and its Financial Institutions).

4. FREE-IT Website setting

The Greek partner KNOWL would design the FREE-IT website and manage it throughout the FREE-IT project development, according to what has been established in the application form

KNOWL website design proposal has been as follows:

- 1st step: logo design which would be sent to partner for their approval by the end of November 2013;
- 2nd step: template for internal and external communication designed by the end of November 2013;
- 3rd step: website draft by the end of November 2013;
- 4th step: website will be running by January – February 2014.

At the next meeting partners will discuss if they would like to create a social network Free – IT profile (e.g. facebook) which would be managed by KNOWL as well.

BASIC ELEMENTS AND CONTENTS OF FREE – IT WEBSITE

Homepage with logo;

- Project section:
 - Project presentation in all languages;
 - Partners presentation;
- Outcomes:
 - Newsletter written by meeting hosting partner;
 - Meeting reports written by meeting hosting partner ;
 - Meeting pictures;
 - Meeting agenda
- Press area;

Each Partner is expected to send to KNOWL its own brief presentation of no more than 300/400 words.

As far as deadline is concerned KNOWL would communicate them within next week after having spoken with technicians dealing with website design.

5. Standard Templates

Consulmarc Sviluppo presented the standard templates for:

- Meeting agendas
- Meeting report
- Meeting evaluation questionnaire

They will be prepared and filled by hosting partner after each project meeting.

8. Meeting calendar setting

It has been commonly established that every meeting would take place within the space of 4 days as follows:

- 1° day travelling;
- 2° and 3° stay and work;
- 4° day travelling;

The meeting calendar has been modified, compared to the meeting calendar listed in the final Application form, as follows:

N. of MEETING	COUNTRY	FROM	TO
2 nd meeting	MALTA	13th January 2014	16 th January 2014
3 rd meeting	IRELAND	31 ST March 2014	3 rd April 2014
4 th meeting	NORWAY	16 th June 2014	19 th June 2014
5 th meeting	SLOVENIA	29 th September 2014	2 nd October 2014
6 th meeting	ROMANIA	2 nd March 2015	5 th March 2015
7 th meeting	SPAIN	11 th May 2015	14 th May 2015
8 th meeting (Final event)	VENICE, ITALY	29 th June 2015	2 nd July 2015

In redefining the meeting calendar, partners kindly asked to consider them as definitive and not changeable

AFTERNOON SESSION

Venice tour visit

FUTURE ACTIONS:

WHAT	WHO	BY
Create a list of participants with their respective emails addresses and send it to all partners	Consulmarc Sviluppo	31/10/2013
Scan the signature lists and send them to partners needing them for reporting procedures	Consulmarc Sviluppo	31/10/2013
Write the Meeting report and send it to all partners	Consulmarc Sviluppo	06/11/2013
Send the questionnaire for meeting evaluation to all partners, asking them to fill it in	Consulmarc Sviluppo	06/11/2013
Return the evaluation questionnaire to Consulmarc sviluppo, duly filled in	All partners	15/11/2013
Sent to all partners the username and password to access to the "Personeln platform", where they will find: <ul style="list-style-type: none"> - an online project management area - with some sections for each partner to provide more information on its activities, skills and expectations (which could not have been done during the kick – off meeting, due to time constraints) 	Consulmarc Sviluppo	20/11/2013
Send to KNOWL each partner description (and logo) to be included in the project website	All partners	20/11/2013 (deadline to be confirmed by KNOWL)
Send to KNOWL basic information on the project background (Presentation, general and specific aims, expected results) extracted from the application form to be included in the project website	Consulmarc Sviluppo	20/11/2013 (deadline to be confirmed by KNOWL)
Prepare the template for the project newsletter	KNOWL	20/11/2013 (deadline to be confirmed by KNOWL)
Write the 1 st issue of the project newsletter	Consulmarc Sviluppo / Il Cerchio	30/11/2013
Prepare the first draft of the project website	KNOWL	31/12/2013