Minutes

of the third plenary meeting of partners
held in Barcelona, at the Polytechnical University of Catalonia, UPC
CIMNE TECNOLOGÍA, S.A.
C/ Gran Capitán, 2-4, Building NEXUS, Meeting room 103, 1st floor
on June 14 - 15, 2012,
and tri-lateral meeting of P1, P3 and P4 on June 16, 2012

Participants:

P1 (contractor) – CTU KI: M. Holický, Jana Pallierová
P2 - SPSS: apologized
P3 – HR: Dimitris Diamantidis
P4 – IETcc-CSIC: Peter Tanner
P5 – UOP: Pietro Croce
P6 – TNO: Ton Vrouwenvelder
P7- PAU: Mehmet Inel

PPT presentation LEO, 3.meeting, used during the meeting, supplements these minutes.

Thursday 14/06/2012, 3 – 7 p.m.
Friday 15/06/2012, 9 a.m.- 3 p.m.

1) Opening of the meeting

P1 (M. Holický) opened the meeting and welcomed the participants.
P2 (R. Gottfried) apologized for time reasons.
2) Upcoming meetings and seminars
Partners started the agenda with specifying terms of the upcoming events:

- 4th plenary meeting at Hochschule Regensburg – Thursday 11/10/2012 (1 – 6 p.m.)
- 2nd international seminar at Hochschule Regensburg – Friday 12/10/2012 (9 a.m. – 1 p.m.)
- 5th plenary meeting and 3rd international seminar at the University of Pisa
  Thursday and Friday 14–15/03/2013
- 6th plenary meeting and 4th international seminar at Pamukkale University, Denizli
  Thursday and Friday 06-07/06/2013
- 7th plenary meeting and 5th international seminar at Klokner Institute, Prague
  Thursday and Friday 26-27/09/2013

3) Reflection of the seminar – recommendations for the next seminars:
- to avoid overlapping of topics,
- to switch the presentations Basic Concepts - P1 (M.Holický) and Codes and Recommendations - P3 (D.Diamantidis)
- to harmonize terminology – to stick to Eurocode notation – to use official units,
- P5 (P.Croce) and P7 (M.Inel) – to indicate links to theory,
- P5 (P.Croce) – to reduce text in slides by using bullet points,
- case studies may include timber structures instead of earthquake in the seminar in Regensburg,
- P4 (P.Tanner) will send to P1 (J.Pallierová) a list of seminar participants including their registering e-mails.
All partners will e-mail to P5 (P.Tanner) and P1 (J.Pallierová) pdf version of their PPT presentations of the seminar (2 slides per page). Presentations will be posted on the project website.

4) Program of the seminar in Regensburg

<table>
<thead>
<tr>
<th>Time</th>
<th>Presentation</th>
</tr>
</thead>
<tbody>
<tr>
<td>09:00</td>
<td>Opening and introduction, D. Diamantidis, Milan Holický</td>
</tr>
<tr>
<td>09:15</td>
<td>Basic concepts, Milan Holický</td>
</tr>
<tr>
<td>09:45</td>
<td>Reliability aspects, Ton Vrouwenvelder</td>
</tr>
<tr>
<td>10:15</td>
<td>Codes and Assessment Procedures, Dimitris Diamantidis</td>
</tr>
<tr>
<td>10:45</td>
<td>Coffee break</td>
</tr>
<tr>
<td>11:00</td>
<td>Case studies, Pietro Croce, Peter Tanner, Selcuk Toprak</td>
</tr>
<tr>
<td>12:15</td>
<td>Discussion and closure, D. Diamantidis, Milan Holický</td>
</tr>
</tbody>
</table>

Authors of “Case studies” should add to their presentations links to theoretical basis.

5) Handbook 1 (Responsible person: P3-D.Diamantidis)

**Chapter 5 (STRUCTURAL ASSESSMENT)**
Existing draft of Chapter 5 will be switched to Handbook 2. Theoretical part should be extended by P3 (D.Diamantidis), who will send his proposal to P6 (T.Vrouwenvelder), who will adjust it and send the new text to P5 (P.Croce) for its final refinement (by 01/08/2012). P5 (P.Croce) will also prepare brief introduction of Chapter 5 of HB 1 referring to the practical part (Chapter 5) of Handbook 2 (by 30/06/2012).

**Chapter 8 (PROOF LOADING)**
Only concepts (4-5 pages) will be left in Handbook 1, referring to ISO 13822 and ISO 2394 being substantial background documents. Practical part of the so far-made draft of this chapter will be switched to Handbook 2. P4 (P.Tanner) will supplement the text with types of testing and materials, basic variables and proof testing of structures. The term “probability” should be used instead of “risk”.

2
Chapter 12 (in preliminary contents) (SEISMIC RETROFIT) will be switched from Handbook 1 to Handbook 2.

Partners agreed on the following contents of the Handbook 1 and relevant partners’ engagement:

1. BASIC CONCEPTS, TERMINOLOGY (P1, P4)
2. CURRENT STANDARDS (P3, P6)
3. REQUIREMENTS ON PERFORMANCE – P1
4. ASSESSMENT PROCESS - P3, P6
5. STRUCTURAL REASSESSMENT - P5
6. PROBABILISTIC ASSESSMENT – P1
7. RELIABILITY UPDATING – P1, P3
8. PROOF LOADING – P7, P4
9. ACCEPTANCE CRITERIA – P3, P6
10. COST OPTIMIZATION – P3
11. CONCLUDING REMARKS – P3
12. ANNEX A: BAYESIAN TECHNIQUE – P1

The deadline for sending final versions of chapters to P3 (D.Diamantidis) is 31/07/2012. Chapters that will not be sent by this time will be removed from the book.

The importance of making references between chapters and also cross-references between handbooks was pointed out.

6) Handbook 2 (Responsible person: P5-P.Croce)

Partners are of one mind that the book should be an operational technical guidance for practical use. A more detailed scheme of the chapters and responsibilities of individual partners were outlined. Partners commented on and amended P5 (P.Croce’s) draft of the contents as follows:

1. INTRODUCTION (P1, P4, P5)

2. PLANNING OF ASSESSMENT (P5)
   • documentation search and study
   • preliminary and detailed inspection and investigation
   • preliminary material testing
   • measurements,
   • evaluation of the results

3. VERIFICATION PROCEDURE (P3, P6)
   specification of partial factors, required reliability level (target beta) and performance, cross reference to chapter 3 of HB 1, partial factor methods, reliability assessment, reliability updating, robustness and integrity

4. TECHNIQUES FOR INSPECTION AND MONITORING, NDT (P4, P5, P7)
   visual inspection, measurements of geometry, deformations, cracks opening, corrosion, NDT, detail measurements, location of bars, foundation

5. UPDATING OF MATERIAL AND GEOMETRIC DATA (P4, P5)
examples of prior or posterior distribution, examples considering geometry, strength of concrete, steel, masonry, timber

6. UPDATING OF ACTIONS AND ACTIONS EFFECTS (P4, P3)  
   permanent actions, imposed load (change of use), snow, wind, earthquake

7. CASE STUDIES CONCRETE STRUCTURE (P5, P4)

8. CASE STUDIES STEEL STRUCTURES (P6)

9. CASE STUDIES TIMBER STRUCTURE (P5)

10. CASE STUDIES – SEISMIC RETROFITTING (P7, P5)

11. CASE STUDIES - PROOF LOADING (P4, P5, P6, P7)  
    ISO 2394, 13822

12. HERITAGE STRUCTURES (P5, P7)  
    ISO 13822, Annex I

13. CONCLUDING REMARKS (P5)

Partners will send first drafts of the chapters to P5 (P.Croce) by 31/01/2013. Table of contents of each chapter will be ready by 11/10/2012 for the meeting in Regensburg. By 31/07/2012, P5 (P.Croce) will remind partners of sending him more detailed contents of the chapters.

Chapter 3 (Verification procedure)  
P3 (D.Diamantidis) will make cross reference to Chapter 3 of Handbook 1.

Chapter 11 (Case studies - proof loading)  
Authors should keep consistency with ISO 13822 and 2394 unless they provide proper evidence.

7) Handbook 3 (Responsible person: P2-R.Gottfried)

Preliminary contents:

1. INTRODUCTION (P1, P2, P3)  
   background materials, educational aspects, common practice, contents of B3, basic principles of assessment

2. GENERAL FRAMEWORK OF THE ASSESSMENT (P1)  
   terminology, basic requirements for safety, serviceability and durability

3. PROCEDURES OF ASSESSMENT (P2)  
   ISO 13822, general procedure, testing, previous performance

4. STATISTICAL EVALUATION OF DATA FOR THE ASSESSMENT (P1)  
   materials, geometry, actions, deterioration, evaluation of test results, load-bearing capacity

5. METHODS OF ASSESSMENT OF BUILDINGS (P1,P2,P6)  
   partial factors method, characteristic and design values, load combinations

6. REPORT ON ASSESSMENT (P1,P2)  
   (ISO, HB1)
7. EXAMPLES (P2,P1,P3,P4,P5)
In more detail the contents of Handbook 3 will be discussed at the meeting in Regensburg. First draft of the Handbook 3 should be ready by 31/01/2013.

8) Printing of handbooks
Then partners repeated responsibilities for editing and printing the handbooks.
HB 1 – P3 (HR) – September 2012 / P1 (KI) - Czech version
HB 2 – P5 (UOP) – June 2013 / / P1 (KI) - Czech version
HB 3 – P2 (SPSS) – June 2013

9) Software tools
Partners agreed on developing software tools as EXCEL spread sheets, or tools developed by other computer aided training programs (P1:3x, P2:2x, P3:2x, P4:2x, P5:3x, P6:1x, P7:3x)

10) E-learning
P3 (D.Diamantidis) will send P1 (J.Pallierová) some ideas (examples) for possible improvement the e-learning platform.

11) Background materials
P3 (D.Diamantidis) and P5 (P.Croce) will send P1 (J.Pallierová) the documents that they provide to CEN/TC250 and ISO TC 98.

12) Interim report
Key administrative rules were reminded by P1 (J. Pallierová), namely the documentation that all partners are supposed to submit to P1 (KI) with Interim Report by October 2012 (see slides 29-31 of PPT Leo, 3.meeting, which forms a part of these minutes).

13) Project budget
Partners pointed out the absence of P2 (SPSS CB) at the past two plenary meetings and suggested to open negotiation between P1 (M.Holický) and P2 (R.Gottfried) concerning re-allocation of travel budget of P2.

Saturday June 16, 2012, 9 - 12 a.m.

Participants:

P1 (contractor) – CTU KI: Milan Holický, Jana Pallierová
P3 (HR): Dimitris Diamantidis
P4 (IETcc-CSIC): Peter Tanner

1) Checking preliminary draft of 2 software tools (in excel)

2) Discussion of dissemination possibilities
• presentations/lectures on project results at European Universities
• preparation of common papers
• implementation of project results in consultancy cases
• implementation of project training material in courses (master courses)
• discussion in national committee meetings and with national organizations.

Barcelona, 16/06/2012 Minutes prepared by P1 (J. Pallierová)
Vocational Training in Assessment of Existing Structures
Agreement number: CZ/11/LLP-LdV/TOI/134005

Draft agenda

**Thursday, June 14 (3 p.m. to 7 p.m.)**
1. Opening at 3:00 p.m.
2. Adoption of the agenda
3. Reflection of the seminar
4. Discussion of Handbook 1 (D. Diamantidis)

**Friday, June 15 (9 a.m. to 3 p.m.)**
1. Discussion of HB 1 (D. Diamantidis)
2. Preliminary contents of HB 2 (P. Croce)
3. Preliminary contents of HB 3 (M. Holicky)
4. Administrative issues (J. Pallierova, M. Holicky)
5. Meeting and seminar in Regensburg, 10/2012 (D. Diamantidis)
6. Subsequent meetings and seminars in Pisa, Denizli and Prague
7. Closure of the meeting at about 3:00 p.m.
Partners – roll call of delegates

P1: KI, Co-ordinator, Milan Holicky, Jana Pallierova
P2: SPSS, Associated p., Roman Gottfried, apologized
P3: HR, Core partner, Dimitris Diamantidis
P4: IET, Core partner, Peter Tanner, Carlos Lara
P5: UOP, Core partner, Pietro Croce
P6: TNO, Associated p., Ton Vrouwenvelder
P7: PAU, Core partner, Mehmet Inel
Adoption of agenda

**Thursday, June 14 (3 p.m. to 7 p.m.)**
1. Opening at 3:00 p.m.
2. Adoption of the agenda
3. Reflection of the seminar
4. Discussion of Handbook 1 (D. Diamantidis)

**Friday, June 15 (9 a.m. to 3 p.m.)**
2. Preliminary contents of Handbook 2 (P. Croce)
3. Preliminary contents of Handbook 3 (M. Holicky)
4. Administrative issues (J. Pallierova, M. Holicky)
5. Meeting and seminar in Regensburg, 10/2012 (D. Diamantidis)
6. Subsequent meetings and seminars in Pisa, Denizli and Prague
7. Closure of the meeting at about 3:00 p.m.
Reflection of the seminar in Barcelona

09:30 Opening and introduction, Peter Tanner, Milan Holický
09:45 Codes and recommendations, Dimitris Diamantidis
10:05 Basic concepts, Milan Holický
10:30 Reliability aspects, Ton Vrouwenvelder
11:00 Assessment and procedures, Dimitris Diamantidis
11:25 Coffee break
11:50 Case studies, Pietro Croce, Peter Tanner, Selcuk Toprak
13:00 Discussion and closure, Peter Tanner, Milan Holický
Reflection of the seminar and proposal for Regensburg

• Positive aspects:
• Negative aspects:

• Regensburg. 11. and 12. October 2012
  – Similar program as in Barcelona?
Proposal for Regensburg

09:00 Opening and introduction, D. Diamantidis, Milan Holický
9:15 Basic concepts, Milan Holický
9:45 Reliability aspects, Ton Vrouwenvelder
10:15 Codes and Assessment Procedures, Dimitris Diamantidis
10:45 11:00 Coffee break
11:00 Case studies, Pietro Croce, Peter Tanner, Selcuk Toprak
12:15 Discussion and closure, D. Diamantidis, Milan Holický
# Main results

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<thead>
<tr>
<th>N</th>
<th>Short description of result</th>
<th>Date</th>
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<tr>
<td>2</td>
<td>Handbook 2 - Operational techniques for the assessment of existing structures</td>
<td>31.5.2013</td>
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<td>3</td>
<td>Handbook 3 - Basis for assessment of existing structures</td>
<td>31.5.2013</td>
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<tr>
<td>4</td>
<td>Software tools for practising engineers</td>
<td>31.5.2013</td>
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<td>30.11.2012</td>
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<td>Background materials for new Eurocode on the assessment of existing structures and ISO 13822</td>
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<td>Web sites</td>
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<td>10</td>
<td>Contributions to technical journals</td>
<td>30.9.2013</td>
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<td>National seminars</td>
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<tr>
<td>9</td>
<td>National short-term courses</td>
<td>30.9.2013</td>
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</table>
Handbook 1: Preliminary contents

1. Basic concepts, terminology (P1, P4)
2. Current standards (P3, P6)
3. Requirements on performance (P1)
4. Assessment process - P3, P6
5. Structural reassessment - P5
6. Probabilistic assessment – P1
7. Reliability updating – P1, P3
8. Proof loading – P7, P4
9. Acceptance criteria – P3, P6
10. Cost optimization – P3
11. Concluding remarks – P3
12. Annex A: Bayesian technique – P1

P1: 1,3,6,7,12
P2: 
P3: 2, 4,7, 9,10,11
P4: 1,8
P5: 5
P6: 2,4,9
P7: 8
Production of Handbook 1

• Handbook 1 – Innovative methods for the assessment of existing structures
• book + CD (200 pages), version ENG, CZ
• available 30/9/2012
• responsibility:
  P3 (D. Diamantidis) – book completion, printing ENG version, sending to partners
  P1 (M. Holicky) – translation + printing CZ version

How many books+CDs for each partner?

100 pcs = 505 EUR
200 pcs = 956 EUR
300 pcs = 1380 EUR

Exchange rate 24,78 CZK/EUR
Prepress prices (in CR)

• 513 EUR – 1 language version
  (graphic layout of cover, typesetting, DTP work)
Production of CDs (in CR)

100 pcs = 257 EUR
200 pcs = 359 EUR
300 pcs = 461 EUR
400 pcs = 548 EUR

Exchange rate 24,78 CZK/EUR
1. Introduction (P1, P4, P5)

2. Planning of assessment (P5)
documentation search and study, preliminary and detailed inspection and investigation, preliminary material testing, measurements, evaluation of the results

3. Verification procedure (P3, P6)
specification of partial factors, required reliability level (target beta) and performance, cross reference to Chapter 3 of HB 1, partial factor methods, reliability assessment, reliability updating, robustness and integrity
4. Techniques for inspection and monitoring, NDT (P4, P5, P7)
visual inspection, measurements of geometry, deformations, cracks
opening, corrosion, NDT, detail measurements, location of bars, foundation

5. Updating of material and geometric data (P4, P5)
examples of prior or posterior distribution, examples considering
geometry, strength of concrete, steel, masonry, timber

6. Updating of actions and actions effects (P4, P3)
permanent actions, imposed load (change of use), snow, wind, earthquake
Handbook 2: Preliminary contents (III)

7. Case studies - concrete structures (P5, P4)
8. Case studies - steel structures (P6)
9. Case studies - timber structures (P5)
10. Case studies – seismic retrofitting (P7, P5)
11. Case studies - proof loading (P4, P5, P6, P7)
   ISO 2394, 13822
12. Heritage structures (P5, P7)
   ISO 13822, Annex I
13. Concluding remarks (P5)
Production of Handbook 2

- Handbook 2 - Operational techniques for the assessment of existing structures
- book + CD (200 pages)
- version ENG, CZ
- available 31/5/2013
- responsibility:
  P5 (P. Croce) – book completion, printing ENG version, sending to partners
  P1 (M. Holicky) – translation + printing CZ version
- How many books+CDs for each partner?
1. Introduction (P1, P2, P3)
   background materials, educational aspects, common practice, contents of HB3, basic principles of assessment

2. General framework of the assessment (P1)
   terminology, basic requirements for safety, serviceability and durability

3. Procedures of assessment (P2)
   ISO 13822, general procedure, testing, previous performance
4. Statistical evaluation of data for the assessment (P1)
materials, geometry, actions, deterioration, evaluation
of test results, load-bearing capacity

5. Methods of assessment of buildings (P1,P2,P6)
partial factors method, characteristic and design values, load
combinations

6. Report on assessment (P1,P2)
ISO, HB1

7. Examples (P2,P1,P3,P4,P5)
Production of Handbook 3

- Handbook 3 - Basis for assessment of existing structures
- book + CD (120 pages)
- version ENG, CZ
- available 31/5/2013
- responsibility:
  P2 (R. Gottfried) – book completion, translation, printing ENG + CZ version, sending to partners

How many books+CDs for each partner?
Software tools

P7 and all partners – 31.5.2013

EXCEL spread sheets
Computer aided training programs

P1 – 3
P2 – 2
P3 – 2
P4 – 2
P5 – 3
P6 – 1
P7 – 3
Web sites

P1 and all partners – 31.12.2011

• HB translations, CZ - P1 (deadline 07/13)
• E-learning (ENG,CZ) – P1, P2,P3,P4,P5, P7 contributions (deadline 05/13)
• Software tools – P7 and all
• FAQ – (exists in CZ, ENG) - P2,P3,P5 contributions (deadline 06/13)
Background materials

P5, P3, P4

- CEN TC 250/WG2 Development of a new document on Existing structures (deadline 06/13)
- ISO TC 98/SC2/WG 11 – ISO 13822, background materials for a foreseen revision (deadline 06/13)
Meetings

- kick-off meeting, Prague, 26., 27.10.2011
- plenary meeting in Pisa, 8., 9.3.2012
- plenary meeting in Barcelona, 14., 15.6.2012
- plenary meeting in Regensburg, 11., 12.10.2012
- plenary meeting in Pisa, 14., 15., 3.2013
- plenary meeting in Denizli, 6., 7., (8).6.2013
- final plenary meeting in Prague, 26., 27.9.2013

Additional meetings between P1, and relevant partners will be planned depending on work progress. Bilateral meetings (for example between P1 and P2) or other upon need.
Any other business

- CEN TC250/WG2 Existing Structures, First meeting 13.7.2011
- Fifth International Conference on Forensic Engineering, ICE, London, April 2013
- International IABSE Spring Conference: May 6-8, 2013: Assessment, Upgrading and Refurbishment of Infrastructures
- International conference: SEMC, Cape Town, September 2013
Thanks for attending the third meeting

Hope to see you all in Regensburg
Technical aspects: key referenced materials

- EN 1990, Basis of structural design, 2002
- ISO 2394, General principles …, 1998
- ISO 13822, Assessment of existing …, 2010
- ISO 3898, Names and Symbols, 2010
- ISO 8930, List of terms, 2010
- RILEM, Probabilistic Assessment …, 2000
- JCSS PMC, present version 2001
  http://www.jcss.ethz.ch/
- JRC-ECCS-Joint report, 2008
- Fib Bulletins, new expected in 2012
- CEN TC250/WG2 Existing Structures, since July 2011
Standards

• Provide information about national and international documents
• ISO 13822, including annex I
• ISO 8930, 3898
• ISO 2394
• ISO 13823 and 13824
• EN 1990 and 1998
• Swiss, US, SAMCO, BRE, Italy
## Administrative rules: Budget

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Interim Report – contents
(form – will be available at www.naep.cz)

Covers the period 1/10/2011 – 30/9/2012

Technical part – description of activities, emphasis on dissemination, testing, evaluation, international character - authorized

Financial part – excel sheet – financial tables - breakdown of incomes and expenses – authorized

!!! List of dissemination activities!!!
including some evidence that they really happened (presentations, articles, flyers, advertisements on websites, photos from events, etc.)

Deadline for submitting the partners reports to P1 is 30.10.2012
Interim Report – contents

• List of dissemination activities including some evidence that they really happened (presentations, articles, flyers, advertisements on websites, photos from events, etc.)
P1-7 submit with the filled-in IR form

- VAT declaration
- bank statements proving the receipt of payments from P1
- copies of all bills, invoices and travel documents (tickets) entered in the financial tables, bank statements proving that the bills and invoices were really paid, Time sheets, Calculations of travel expenses
Contracts and subcontracts

- Duration: from 1.10.2011 to 30.9.2013
- Total approved 305909,50 EUR, National Agency support of 74,81%, i.e. 228850,90 EUR
Unavoidable expenditures by partners

• P1 - printing of HB1,2 (CZ version)
  - translations of HB1,2
  - seminar in Prague
• P2 - printing of HB3 (CZ+ENG version)
  - translation of HB3
  - distribution of HB3 to partners
• P3 - printing of HB1 (ENG version)
  - distribution of HB3 to partners
  - seminar in Regensburg
Unavoidable expenditures by partners

- P4 - seminar in Barcelona
- P5 - printing of HB2 (ENG version)
  - distribution of HB2 to partners
  - seminar in Pisa
- P6
- P7 - seminar in Denizli
New logo of LLP (EN)

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