



**EYV 2011 Alliance Working Group Meeting, 20th & 21st May Brussels (Belgium), FINAL REPORT
June 22nd 2011**

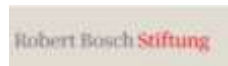


Table of contents

Preparation: 2

Implementation: 2

Annex 1. Participation Statistics, EYV 2011 Alliance Working Group Meeting 2 (WG Meeting 2) 5

Annex 2. Evaluation Reports WG Meeting 2 7

Annex 3. EYV 2011 Alliance European Policy Agenda on Volunteering Structure..... 8

WG1 Quality of Volunteering Report..... 10

WG2 Legal Framework of Volunteering Report..... 16

WG3 Volunteering Infrastructure Report 22

WG4 Recognising Volunteering Report 28

WG5 Value of Volunteering Report 35

WG6 Employee Volunteering Report..... 36

EYV 2011 Alliance Secretariat
 Address: C/O CEV - Rue de la Science 10, B-1000 Brussels, Belgium
 Tel: +32 (0) 2 231 80 83- Fax: +32 (0) 2 514 59 89
 Contact: celine.barlet@eyv2011.eu gabriella.civico@eyv2011.eu
 Website: www.eyv2011.eu

Preparation:

The WG Co-chairs that were not Brussels based arrived on May 19th in the evening and met for a catch-up evening meal. They joined the rest of the Co-chairs, and the EYV 2011 Alliance Project Manager, Gabriella Civico for a preparatory meeting during the morning of May 20th. The co-chairs updated each other on the work since their last meeting and Gabriella and the co-chairs who are also Steering Group members: Rosemary Hindle (WAGGGS), Anita Prosser (CVA), Tamara Flanagan (Volonteurope) and Agnes Uhreczky (AVSO), updated the group on the information received so far about the content of the draft EC Communication on Volunteering during the previous day's Alliance Steering Group meeting attended by EC Acting Head of Unit Joachim Ott.

It was noted that the participation in the meeting would be higher than the previous one in March due to the decision to invite all co-nominees. The meeting continued with the co-chairs seeing their working rooms including the adapted suite which was provided by the hotel to enable each working group to have its own break out room. This was welcomed by the Co-chairs as a response to the feedback at the last meeting about the working spaces provided.



It was agreed to remind the working group members in the opening plenary session later in the afternoon about the structure of the European Policy Agenda on Volunteering document and the timetable for its approval by the Steering Group and eventual publication in December 2011. The final part of the meeting saw the co-chairs working in their pairs to make final arrangements for their individual meetings. The co-chairs enjoyed a joint lunch outside the hotel meeting venue before returning to the hotel to join the main group for the opening plenary session.

Whilst the co-chair preparatory meeting took place EYV 2011 Alliance Project Officer Céline Barlet was at the welcome desk in the lobby of the hotel to co-ordinate the arrivals of the participants. For travel reasons some participants had arrived in Brussels the previous day but most of the participants arrived the morning of the 19th immediately prior to the start of the meeting.

Implementation:

The WG meeting began with an opening plenary session at 14:00 on May 19th. As agreed in the co-chair meeting earlier in the day EYV 2011 Alliance Project Manager Gabriella Civico gave a presentation about the process towards, and structure for, the approval and publication of the

EYV 2011 Alliance Secretariat
Address: C/O CEV - Rue de la Science 10, B-1000 Brussels, Belgium
Tel: +32 (0) 2 231 80 83- Fax: +32 (0) 2 514 59 89
Contact: celine.barlet@eyv2011.eu gabriella.civico@eyv2011.eu
Website: www.eyv2011.eu

European Policy Agenda on Volunteering that all the working groups are actively contributing to. She also gave an overview of the steps towards the EC Communication on Volunteering and how the EYV 2011 Alliance and its member organisations can contribute to consultation process for the draft Communication.

The groups were reminded about the forthcoming EYV 2011 2nd Thematic Conference being organised by the European Commission as part of the EYV 2011 official programme of events and those working group members that would be attending identified themselves to the group. This enabled other working group members who would not be present to directly brief those that would with the critical issues to be addressed at the conference from their perspective.

The groups then moved from the plenary to the separate WG meetings that began with their individual welcome, introductions and apologies and a session to identify the fears and expectations of the group regarding the meeting and update each other on the time since that last meeting. Following this opening session and the coffee break the groups started to work on the content issues of the WGs which included, in the case of the working group on Volunteering Infrastructure, a presentation from an invited expert from Coca Cola Hellenic Bottling Company AD Zemun to talk about the importance of the use of good practice models of partnerships between different stakeholders in order to provide and deliver optimum volunteering infrastructure. The invited expert, Olja Stojanovic, also described her company's approach to employee volunteering with the working group on employee volunteering.



The co-chairs met at the end of the first day before dinner to discuss and feedback on the outcomes of the day. A sit down dinner was provided for all the participants and invited guests in the hotel on the first evening that some EYV 2011 Alliance SG members also joined.

The morning of the 20th saw the WGs continue their individual processes some of them staying in the large group for the duration and others splitting into smaller sub groups. The co-chairs managed to co-ordinate and share the use of the limited number of overhead projector and screens which were critical tools in the process of agreeing common wording for the interim recommendations. The working group on Quality of Volunteering with 20 participants present was not able to come to whole group conclusions on wording due to the larger number of participants so general principles for the recommendations were agreed and the co-chairs tasked with formulating the final wording of the group's proposals.

The six working groups came together at the end of the second day in order to feedback to each on their progress and to receive some technical information from the secretariat. The plenary was followed by two smaller co-ordination meetings concerning the forthcoming EESC Hearing on

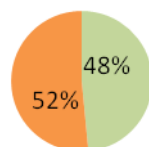
Quality Volunteering and Volunteering Infrastructure and the EC EYV 2011 2nd thematic conference both scheduled for May 23rd.

The statistics concerning the participation at the WG meeting are provided as an annex to this report. The statistics include all participants coming from EYV 2011 Alliance Steering Group members whose costs are covered by the project grant thanks to the co-funding that they provided in advance, and participants coming from members of the wider Alliance who pay directly for their participation at the event. As for the previous meeting in March 2011 the co-chairs of the 6 working groups were asked to complete the report to the meeting following a set format and these are also provided in the annex.

Annex 1. Participation Statistics, EYV 2011 Alliance Working Group Meeting 2 (WG Meeting 2)*

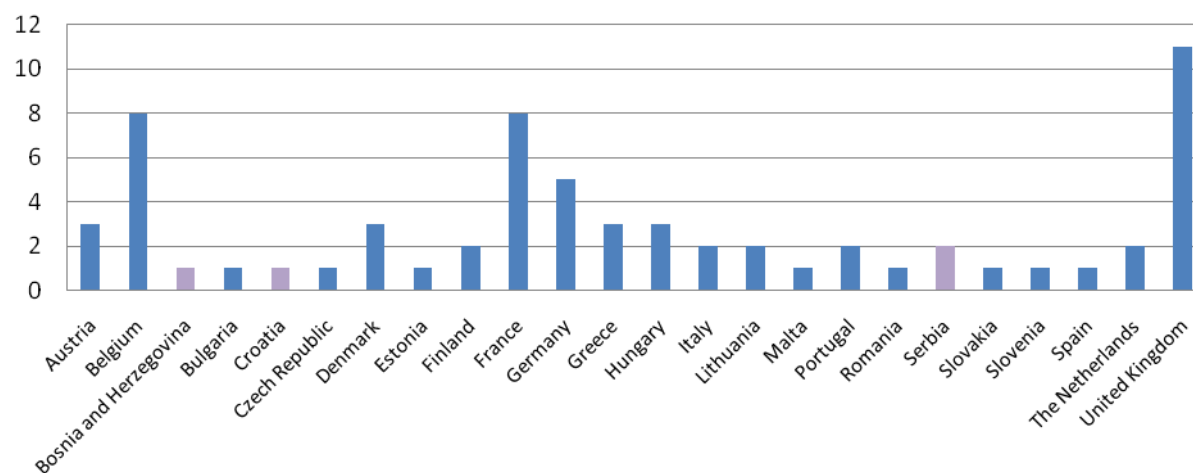
WG Meeting 2 Participant's status

■ Employed ■ Volunteer



KOC Participant's status	
Employed	48%
Volunteer	52%

WG Meeting 2 Participant's countries of residence



KOC participant's countries of residence	
Countries	Number of Participants
Austria	3
Belgium	8
Bosnia and Herzegovina	1
Bulgaria	1
Croatia	1
Czech Republic	1
Denmark	3
Estonia	1
Finland	2
France	8
Germany	5
Greece	3
Hungary	3
Italy	2
Lithuania	2
Malta	1
Portugal	2
Romania	1
Serbia	2
Slovakia	1
Slovenia	1
Spain	1
The Netherlands	2
United Kingdom	11
Number of EU countries	21
Number of Non-EU countries	3
Total number of countries	24

* Draft statistics based on registration

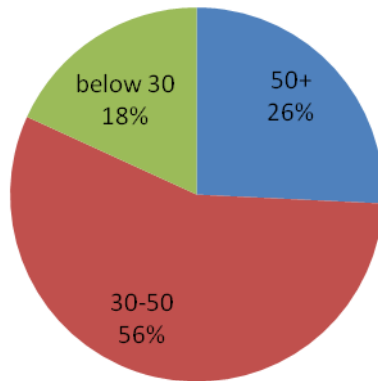
EYV 2011 Alliance Secretariat
 Address: C/O CEV - Rue de la Science 10, B-1000 Brussels, Belgium
 Tel: +32 (0) 2 231 80 83- Fax: +32 (0) 2 514 59 89
 Contact: celine.barlet@eyv2011.eu gabriella.civico@eyv2011.eu
 Website: www.eyv2011.eu

22/06/2011

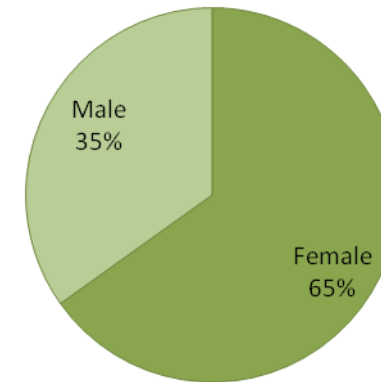
Age of KOC participants		
50+ years old	Between 30-50 years old	below 30 years old
17 participants	37 participants	12 participants

Gender of KOC participants	
Female	65%
Male	35%

Age of WG Meeting 2 participants



Gender of WG Meeting 2 participants



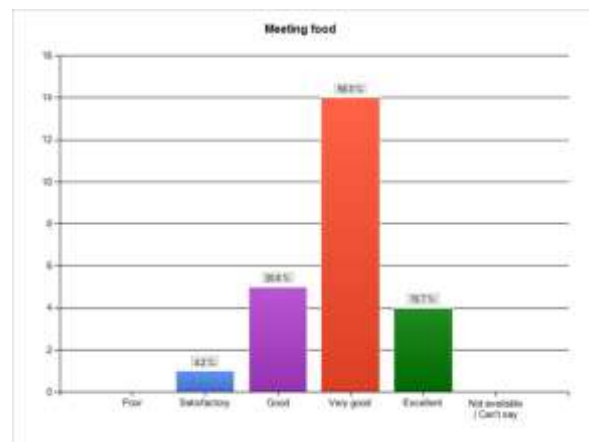
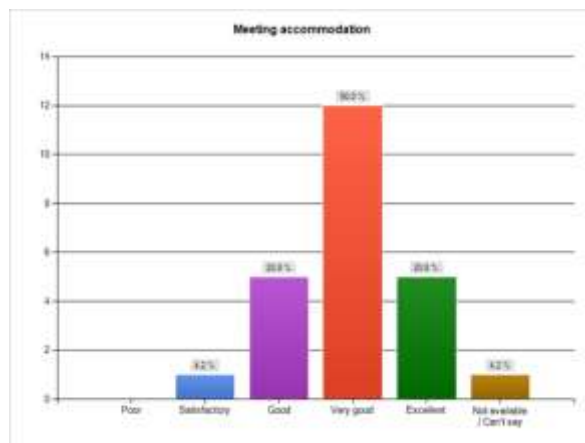
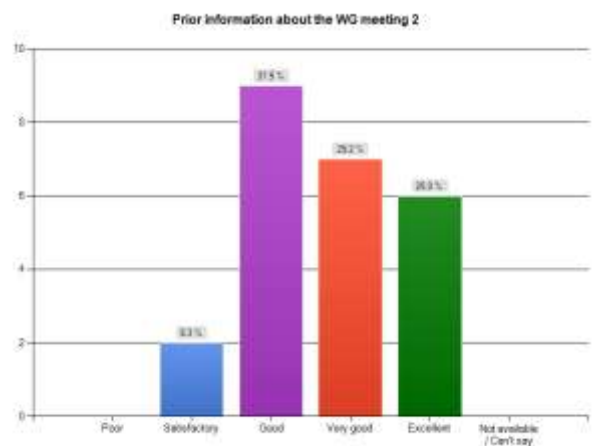
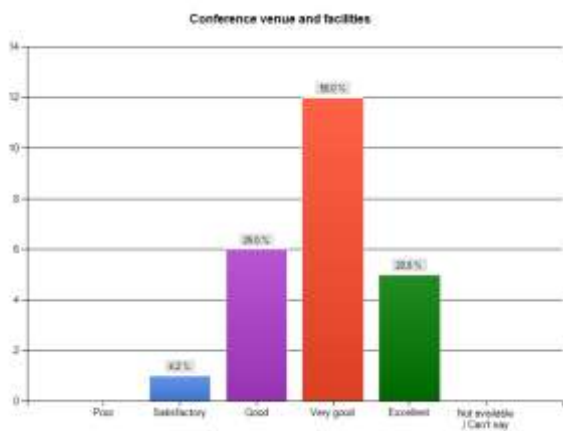
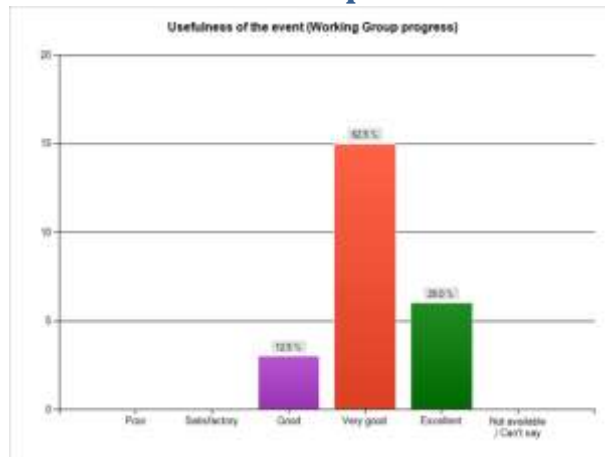
Number of EYV 2011 Alliance members participating in the WG KOC:

20 European networks active in volunteering

EYV 2011 Alliance Secretariat
 Address: C/O CEV - Rue de la Science 10, B-1000 Brussels, Belgium
 Tel: +32 (0) 2 231 80 83- Fax: +32 (0) 2 514 59 89
 Contact: celine.barlet@eyv2011.eu gabriella.civico@eyv2011.eu
 Website: www.eyv2011.eu

22/06/2011

Annex 2. Evaluation Reports WG Meeting 2



COMMENTS:

1. I'm feeling very unhappy to have those way too much luxurious accommodation and i'm wondering which kind of image we give to volunteers and volunteering :(
2. The fact that we had to work before the meeting and had exchanges either by mail and through a telephone conference largely contributed to the efficiency of our group meeting. Otherwise time would have been too short to achieve our goal.
3. Thank you for all

EYV 2011 Alliance Secretariat
 Address: C/O CEV - Rue de la Science 10, B-1000 Brussels, Belgium
 Tel: +32 (0) 2 231 80 83- Fax: +32 (0) 2 514 59 89
 Contact: celine.barlet@eyv2011.eu gabriella.civico@eyv2011.eu
 Website: www.eyv2011.eu

Annex 3. EYV 2011 Alliance European Policy Agenda on Volunteering Structure

Approved 17th March, EYV 2011 Alliance Steering Group Meeting

Timetable:

May 2011	First written efforts available after the 3 rd meeting from each WG of their proposals.
June 2011	Secretariat prepares first full draft and sends to SG (also taking into account outcomes from 2nd EC conference)
July 2011	SG discusses the first draft in their July 15 th meeting and proposes amendments.
August 2011	Secretariat prepare draft 2 taking into account SG comments
September 2011	SG approves draft 2 in their meeting and WGs discuss and propose final amendments to draft 2 in their WG meeting
October 2011	Secretariat prepare draft 3 (also taking into account outcomes from 3 rd EC conference)
November 2011	SG approve final version in their November 17 th meeting
December 2011	WGs and SG discuss follow up actions in WG closing conference, celebrate the successful end to the project and present policy document to EC Closing conference and discuss content with policymakers.

European Policy Agenda on Volunteering - Contents:

- Executive Summary
- Introduction to the EYV 2011 Alliance and the WG process and objectives.
- Policy proposals from each WG to around three pages each specifying where appropriate to which of (a) EU institutions, (b) Member States (National, Regional and Local Level), (c) Social Partners (Business and Trade Unions), (d) Civil Society) the proposal is directed to.

Proposals should include suggested alternatives where no common agreement was reached according to the WG ToR. The document should also include a short account of the current situation on the WG theme (the status quo), a vision of the ideal situation (where we want to go) and the policy proposals of how to get there (next steps).

Annex:

- Glossary of terms and definitions.
- Statement of Volunteering facts. (should there be any)
- Chronology of EU legislation on volunteering.
- Relevance of Volunteering to wider policy issues.
- Statement of general opinion (values on which the policy proposals are based i.e. European values)
- List of WG participants including name, "local" organisation, nominating Alliance member and graphical evidence of the demographic balance of the participants (Country of residence, gender, age etc)
- Thanks and acknowledgements.

WG1 Quality of Volunteering Report

Email: quality@eyv2011.eu

EYV 2011 Alliance Secretariat
Address: C/O CEV - Rue de la Science 10, B-1000 Brussels, Belgium
Tel: +32 (0) 2 231 80 83- Fax: +32 (0) 2 514 59 89
Contact: celine.barlet@eyv2011.eu gabriella.civico@eyv2011.eu
Website: www.eyv2011.eu

WG1 – Meeting Report, May 20-21 2011

EYV 2011 Alliance WG meeting – Brussels

Co-chairs – Rob Jackson and Maurice Zouaghi

Note taker – Midge Coombs

1) Purpose and Agenda of the meeting

Purpose of meeting

- ☛ Agreement within the group as to the core essence of quality volunteering

- ☛ Agreement of the elements from the work of the sub-groups that need to be included in the summary report to the European Year of Volunteering 2011 Alliance.

Agenda items	Notes on content of session
20th May	
(1) 14:00 – 14:30 Opening Plenary welcome and technical details from EYV 2011 Alliance Secretariat.	<ul style="list-style-type: none">☛ Travel refund procedure☛ Check out time☛ Message from EYV 2011 Alliance SG
(2) 14:30 – 14:45 Welcome and introduction; apologies; approval of report of the last meeting.	<ul style="list-style-type: none">☛ Special welcome for new people☛ Agreement of report from the last meeting☛ Summary of the agenda and what we need to achieve by the end of tomorrow☛ Sign attendance list
(3) 14:45 – 15:00 Expectations and anxieties about the meeting	<ul style="list-style-type: none">☛ What would you like us to achieve/cover/address by 5pm tomorrow?☛ What are you anxious about coming into this meeting?
(4) 15:00 – 15:30 Sub group presentation	<ul style="list-style-type: none">☛ Sub group one will give a short presentation of their report with emphasis on what their recommendations are. This should be no longer than 15mins to allow for questions, clarification and brief Q&A.
15:30 – 15:45 Coffee Break	<ul style="list-style-type: none">☛ This will be on the ground floor where there is access to a garden for fresh air
(5) 15:45 – 17:15 Sub group presentations continued	<ul style="list-style-type: none">☛ Sub groups two, three and four will give a short presentation of their report with emphasis on what their recommendations are. This should be no longer than 15mins to allow for questions, clarification and brief Q&A resulting in a maximum presentation per sub group of 30mins.

EYV 2011 Alliance Secretariat
Address: C/O CEV - Rue de la Science 10, B-1000 Brussels, Belgium
Tel: +32 (0) 2 231 80 83- Fax: +32 (0) 2 514 59 89
Contact: celine.barlet@eyv2011.eu gabriella.civico@eyv2011.eu
Website: www.eyv2011.eu

(6) 17:15 – 18:00 Agreement of priority content for report to the Alliance	<ul style="list-style-type: none"> ☛ Focused discussion to agree initial policy & practice proposals to EU, member states, social partners and civil society.
(7) 18:00 – 18:30 Co-Chair meeting	<ul style="list-style-type: none"> ☛ Co-Chairs meeting with secretariat to review the day
19:00 – 22:00 Dinner in the hotel	<ul style="list-style-type: none"> ☛ 3 course dinner with wine, soft drinks and coffee/ tea and chocolate
21st May	
(8) 09:00 – 09:05 A quick review	<p><i>Remember to check out and store your luggage at reception if you are leaving today.</i></p> <ul style="list-style-type: none"> ☛ A quick review of where we got to at the end of yesterday plus any issues arising from last night's co-chairs meeting (5mins)
(9) 09:05 – 10:30 What is quality volunteering?	<ul style="list-style-type: none"> ☛ Now we have looked at quality volunteering from the four sub group aspects, what do we agree is the essence of quality volunteering? ☛ The aim is to develop and agree a paragraph that effectively describes quality volunteering as we see it.
10:30 – 10:45 Coffee Break	<ul style="list-style-type: none"> ☛ This will be on the ground floor where there is access to a garden for fresh air.
(10) 10:45 – 12:30 What is quality volunteering?	<ul style="list-style-type: none"> ☛ Working from our agreed definition of quality volunteering, what is the current situation as we see it in respect of quality volunteering? ☛ What is our vision for the ideal situation? ☛ Do our current proposals move us in the right direction?
12:30 - 13:30 Lunch in the hotel	<ul style="list-style-type: none"> ☛ Lunch with wine, soft drinks and water
(11) 14:00 – 15:30 WG meeting	<ul style="list-style-type: none"> ☛ Agree additions and/or changes to yesterday's initial policy & practice proposals to EU, member states, social partners and civil society (60 mins). ☛ Confirming actions and next steps (15 mins). ☛ Clarifying outstanding issues for the meeting report (10 mins).
15:30 – 15:45 Coffee Break	<ul style="list-style-type: none"> ☛ This will be on the ground floor where there is access to a garden for fresh air.
(12) 16:00 – 17:00 Plenary closing session	<ul style="list-style-type: none"> ☛ WGs should feedback the issues that the covered during the meeting and share their next steps. ☛ Technical announcement from secretariat.

2) Members and invited external experts present

Working Group members attending the meeting (including co-chairs):

Ana Maria Martin de Rosales Cabrera, Anne Dupont, Anne Maries Boile Nielsen, Anni Siltanen, Christian Glenat, Claudia Taylor-East, Clementine Laforet, Elise Drouet, Erja-Riitta Reinikainen, Isabel Beuchel, Jeremie Chomette, Margarida Fernandez, Maurice Zouaghi, Midge Coombs, Priit Vene, Rob Jackon, Bob Broughton, Vaida Kaduskeviciute.

No external parties invited or present at the meeting.

3) Summary of the expectations/ fears about the meeting (without stating who said what)

None that aren't discussed elsewhere.

4) Issues discussed

Feedback/Summary provided by each of the subgroups (see additional notes for highlights and additional comments)

- Sub Group 1 – The quality of work volunteers do
- Sub Group 2 – The quality of the opportunities offered to volunteers
- Sub Group 3 – The quality of the management of volunteers
- Sub Group 4 – The enablers of quality of volunteering

Recommendations - Six broad areas our recommendations will cover:

- Funding
- Impact and quality measurement
- 'Voice' of volunteering in Government (e.g. EU and Member state levels)
- Underpinning principles (e.g. quality volunteering occurs when volunteering is voluntary)
- Quality comes from a people centred approach (e.g. yet much voluntary management is process driven)
- Communication, partnership and collaboration (e.g. transnational level sharing of best practices gets the richest experience)

These will be further developed by Rob and circulated to the group.

Presentation to the EESC on 23 May 2011 in Brussels (The hearing "Volunteering infrastructure and quality of volunteering" is organised in the framework of the EESC Coordination Group on the European Year of Volunteering 2011, chaired by Mr Pavel Trantina)

Elise will represent the work of our group at this meeting and we inputted into the slides and presentation. Several members of the WG will also attend this meeting. Thank you Elise for representing us.

Definition of quality volunteering

Each smaller group feed back their collective descriptions of quality volunteering. This has the possibility to be used in the glossary of terms which will form an appendix to the paper. (see additional notes for highlights and additional comments)

Next steps – individuals agreed to develop this description and to circulate to the group in advance of the next meeting.

Description of the Current Situation of quality volunteering & Vision for the future

Each smaller group feed back their collective descriptions of the current situation and the vision. (see additional notes for highlights and additional comments)

Next steps – Rob to collate and to consider the following points when describing the vision; how we achieve quality volunteering and what the result/impact will be like on the world. These will then be circulated to the group in advance of the next meeting.

External input for next meeting

Agreed that it would be useful to take advantage of this opportunity during our next meeting. As their input will be relatively late in the process in terms of influencing our input to the paper it was suggested that it would be most useful to invite someone who will help us to think about and develop our own skills in order to influence others on this topic. We wanted to consider how best we can use the output from this process with the alliance in the next stage.

Everyone is to think of ideas of potential individuals (or organisations) that we could invite and to communicate this to Rob by the end of May. Consider people who could help us to; Influence, lobby and communicate the messages of the policy after 31 December, within our organisations, to civil society, to member states and to the business community. (Maybe a Political lobbyist, or someone from a European platform e.g. European Youth Forum)

Two other missions of the Working group – from our original terms of reference.

These were discussed and individuals volunteered to work on these between now and the next meeting over email:

- Clarify the roles and responsibilities of the organisers of volunteering in ensuring quality volunteering (Frameworks)
- Identify and disseminate good practices in quality assessment tools used by volunteer organisations. (Assessment examples)

5) Action plan

What	When	Where	How	Who
Collate and circulate to the group proposed high level recommendations, the current situation and the vision for comments by members of the WG	Monday 23 May	n/a	By email to all WG	Rob
All group members to provide comments and feedback to Rob (on the proposed high level recommendations, the current situation and the vision)	Midnight on Friday 27 May (respond BEFORE)	n/a	Over email to Rob	All WG members
All to send ideas for an individual to provide external input during our next meeting. (Someone who will help us to think about and develop our own skills in order to influence others and to take the work of this paper to the next stage)	By end of May	n/a	Over email to Rob	All WG members
Collate the ideas for the statement of quality volunteering and circulate to the WG for further comments and feedback	14 June (circulation date)	n/a	Send on email to whole group	Anni, Elise, Clementine, Jeremie
All group members to provide comments and feedback on statements of quality volunteering (consider the statement from the position of the individual, the member states, organisations, business etc)	27 June (respond by)	n/a	Over email	All WG members
Final version (next draft) of statement of quality volunteering to be agreed by members of the group	1 July (circulation date)	n/a	Over email	Anni, Elise, Clementine, Jeremie
Propose the contents of a framework for quality management/leadership of volunteers	Between now and the next meeting	n/a	Over email and skype	Maurice, Bob, Claudia, Erja, Anni.
Develop a list of resources for quality assessment/assurance for volunteering	Between now and the next meeting	n/a	Over email and skype	Rob, Anne, Clementine, Anna, Margarida, Elise.

WG2 Legal Framework of Volunteering Report

Email: legalframework@eyv2011.eu

EYV 2011 Alliance Secretariat
Address: C/O CEV - Rue de la Science 10, B-1000 Brussels, Belgium
Tel: +32 (0) 2 231 80 83- Fax: +32 (0) 2 514 59 89
Contact: celine.barlet@eyv2011.eu gabriella.civico@eyv2011.eu
Website: www.eyv2011.eu

3rd Meeting Report – Legal Framework WG, 20-21 May 2011, Brussels

Participants:

Pavel Trantina – Co-chair
Niels Cristian Levin Hansen – Co-chair
Elke Toppelmann
Maria Paschou
Ferenc Turcsik
Bernhard Schneider
Atanas Politov
Boglarka Jertesz-Farkas

A. Agenda of the meeting

(13) 14:30 – 14:45 Welcome and introduction; apologies; approval of report of the last meeting. Practicalities
(14) 14:45 – 15:00 Expectations and fears about the meeting
(15) 15:00 – 15:10 Update from WG Members
(16) 15:10 – 15:30 Results of the questionnaires/research
15:30 – 15:45 <i>Coffee Break</i>
(17) 16:00 – 18:00 Sub-groups work
(18) 18:00 – 18:30 <i>Co-Chair meeting</i>
19:00 – 22:00 <i>Dinner in the hotel</i>
(19) 09:00 – 10:30 WG meetings
10:30 – 10:45 <i>Coffee Break</i>
(20) 11:00 – 12:30 WG meeting
12:30 - 13:30 <i>Lunch in the hotel</i>
(21) 14:00 – 15:30 WG meeting
15:30 – 15:45 <i>Coffee Break</i>
(22) 16:00 – 17:00 <i>Plenary closing session</i>

B. Summary of the expectations/ fears about the meeting

No special expectations or fears were mentioned.

C. Discussion on the results of our questionnaires

- We didn't expect to have so many replies about legal framework. These answers will help us to see the weaknesses.
- There were some concerns about the results on the question about criminal records. The group conclude that when you have to deal with children, disable people, or elderly etc., this might be a reason to ask about criminal records. But not in general.

EYV 2011 Alliance Secretariat
Address: C/O CEV - Rue de la Science 10, B-1000 Brussels, Belgium
Tel: +32 (0) 2 231 80 83- Fax: +32 (0) 2 514 59 89
Contact: celine.barlet@eyv2011.eu gabriella.civico@eyv2011.eu
Website: www.eyv2011.eu

- Taxation question: not enough good practise examples.
- There is some EU legislation that indirectly affects volunteers in specific sectors (ex. Sports – football players, blood donors).

D. Policy Recommendations

- Take the proposals from the draft charter as inspiration for policy proposals.

Formation of the sub-groups:

1st Rights to volunteer: Bernhard, Maria, Niels Christian, Boglarka, Elke

2nd Taxation: Pavel, Ferenc, Atanas

During our work in the sub-groups we should have come up with proposals to 4 different stakeholders (EU, Member States, social partners and volunteering providers). The focus this time is on EU and MS. The final proposals are attached.

E. Concerns about the Charter

A discussion was held about the content of the charter. The main questions were:

- What is the difference in contents between policy proposals and Charter?
 - a. Charter is expected to be a separate document targeted to the Council, which the MS undersign and commit to keep in mind when drafting national legislation. It should be long-lasting, rights based.
- The proposal for the Charter comes up from YFJ, which organises Volunteering Convention in the beginning of September, open to all, aiming at development of the Charter. How can we take part in the designing of the Charter.
- Can we invite people of the WG 2 to be present in the Convention in September? If yes, will they have the right and the chance to debate/express their views on the Charter?
- How is the Charter going to be presented? As YFJ Charter? As Alliance Charter? The SG of the Alliance should co-operate on it with the YFJ.

Pavel and Maria will communicate with the YFJ to find out the answers and they will try to secure a YFJ representative to debate it with the WG at its meeting in September.

F. Action plan

EYV 2011 Alliance Secretariat
 Address: C/O CEV - Rue de la Science 10, B-1000 Brussels, Belgium
 Tel: +32 (0) 2 231 80 83- Fax: +32 (0) 2 514 59 89
 Contact: celine.barlet@eyv2011.eu gabriella.civico@eyv2011.eu
 Website: www.eyv2011.eu

What	When	Where	How	Who
Go through the text of policy proposals and come back with suggestions for improvement	6 June	On-line	e-mails to Pavel and Niels	Everyone contributes, Pavel and Niels finalize
Suggest illustrations for the policy proposals - good examples/best practices in Member States	until 15 September	On-line	e-mails to Pavel and Niels	Eveyone
Secure YFJ external experts	September meeting	Brussels		Pavel and Maria, everyone

Proposals for quests for the next meeting:

- YFJ representative - to show us the idea and the structure of a Charter on the Rights on Volunteering
- A lawyer with expertise on specific topic, maybe Tax Law/VAT.

Attachment

Policy recommendations for the EU and the Member States on the legal framework, promoting a Rights Based Approach to volunteering

The purpose of these policy recommendations is to facilitate the creation of more favourable policies and legal environment for volunteers, volunteering and volunteering organizations within the EU and its Member States and to provide the EU Commission as well as the governments of EU Member States with concrete and evidence based guidance on the reshaping of the legal provisions which pertain to volunteering.

1. Freedom to Volunteer. (EU+MS)

Everyone should have the freedom to volunteer. This includes unemployed people, asylum seekers, refugees, migrants, elderly people, people with disabilities etc. No one should be forced to do voluntary work, neither for public nor for private institutions.

2. Equal treatment of all volunteers across EU. (EU+MS)

EYV 2011 Alliance Secretariat
Address: C/O CEV - Rue de la Science 10, B-1000 Brussels, Belgium
Tel: +32 (0) 2 231 80 83- Fax: +32 (0) 2 514 59 89
Contact: celine.barlet@eyv2011.eu gabriella.civico@eyv2011.eu
Website: www.eyv2011.eu

The EU and its Member States should adopt a common approach to volunteering legislation involving a stronger role for the EU when it comes to determining the legal framework of volunteering. This would ensure more harmonized legal provisions, guarantee a more equal treatment and enhance the mobility of all volunteers and their valuable services within the EU.

3. Sustainable funding. (EU+MS) [Subject to coordination with WG on Infrastructure]

EU and Member States should review and reshape policies and budgets to include funding for the development, activities, administration, reimbursement of expenses, research and other issues linked directly to volunteering.

The EU and Member States should enable co-funding with the value of voluntary work as 'in kind' contribution in all voluntary projects.

4. Social protection of volunteers (MS)

Volunteers should have adequate social protection doing volunteer work (health, social, accident and liability insurance etc.). Member States should support volunteers and voluntary organisations financially to cover these expenses. Volunteering should never lead to the loss of social benefits such as unemployed benefits and social security benefits.

5. Taxation (EU+MS)

All reimbursement of volunteer's expenses incurred in relation to voluntary activities should be exempted from income taxes.

Volunteering should be exempted from VAT as it wouldn't bring any additional budget income in majority of cases, but rather put administrative burden that cannot be undertaken by volunteers.

Voluntary organisations should be fully exempted from tax of donations.

Member States should support volunteering by making private donations tax deductible. Receiving donations and tax assignments shouldn't be a reason to cut public support to voluntary organisations. The member states should introduce measures to prevent companies to send tax assignments to organisations and foundations established by them.

6. Visa issues (EU+MS)

EU and Member States should consider facilitating the entry of third country nationals into EU territory for the purpose of doing voluntary work within the EU. This could include developing a special visa category for volunteers with fast track visa procedures and reduced formal requirements for visa applications. They should further ensure that third country volunteers and their voluntary organizations can easily access and operate within EU territory in cases of public emergencies, disasters, major events and other situations of need.

7. Criminal record checks. (MS)

Member States should restrict requirements for compulsory criminal record checks for volunteers only to cases in which this is absolutely necessary to ensure the high quality of volunteers and voluntary organization work or to protect vulnerable persons. Compulsory criminal record checks certificates should be produced in a reasonable time and be free of charge for the volunteer and the volunteer organizations.

8. Encourage and support companies to employ staff who is also engaged in voluntary activities in emergency situations. (MS)

Member States should adopt legal provisions to facilitate the volunteering of staff members of private as well as public employers. These provisions should include compensation measures for employers of persons who are also volunteers and who in cases of emergency have to leave the work places to do their voluntary work for the benefit of the public.

9. Public tender – recognize volunteers as an asset. (EU+MS)

Legal provisions on public tenders should be adopted to recognize the value of volunteering by making active volunteer base and the ability to mobilize a certain number of volunteers for certain activities a positive criterion in public tenders.

10. Monitoring the legal framework. (EU+MS)

The EU as well as its Member States should regularly monitor the status and the development of legal frameworks of volunteering in order to ensure the implementation of volunteering policies and more favourable conditions for volunteers and volunteer organizations. Volunteering organizations should be involved in this process.

11. Charter on Volunteering. (EU+MS)

We encourage EU to adopt a European Charter on the rights of a volunteer which would outline the basic principles on a Rights Based Approach to volunteering and to apply them when designing/redesigning volunteering policies and legislation.

WG3 Volunteering Infrastructure Report

Email: infrastructure@eyv2011.eu

EYV 2011 Alliance Secretariat
Address: C/O CEV - Rue de la Science 10, B-1000 Brussels, Belgium
Tel: +32 (0) 2 231 80 83- Fax: +32 (0) 2 514 59 89
Contact: celine.barlet@eyv2011.eu gabriella.civico@eyv2011.eu
Website: www.eyv2011.eu

Meeting Report May 2011

1. Agenda of the meeting

Time	Agenda items	Details	Responsible
Friday, May 20th 2011			
14:00 – 14:30	Opening Plenary welcome and technical details from EYV 2011 Alliance Secretariat.	<ul style="list-style-type: none"> ▪ Travel refund procedure ▪ Check out time ▪ Message from EYV 2011 Alliance SG 	EYV Alliance Secretariat
14:30 – 14:45	Welcome and introduction; apologies; approval of report of the last meeting.	<ul style="list-style-type: none"> ▪ Special welcome for new people ▪ Formal approval of report from the last meeting ▪ Sign attendance list ▪ Agreement on agenda ▪ Identify reporters for the final plenary 	
14:45 – 15:00	Expectations and fears about the meeting	<ul style="list-style-type: none"> ▪ Expectations and fears (clouds and waves) 	
15:00 – 15:30	Final product of the WG	<ul style="list-style-type: none"> ▪ How to write draft? What is our task? How do we divide our work? 	
15:30 – 15:45	Coffee Break	<ul style="list-style-type: none"> ▪ This will be on the ground floor where there is access to a garden for fresh air. 	EYV Alliance Secretariat
16:00 – 17:30	Volunteering infrastructure countries case studies	<ul style="list-style-type: none"> ▪ Input of external expert ▪ Discussion, question and answer 	
17:30 – 18:00	Feedback session and evaluation of the afternoon.	<ul style="list-style-type: none"> ▪ What I learned? What stays in clouds? What we miss? How I feel? 	
18:00 – 18:30	Co-Chair meeting	<ul style="list-style-type: none"> ▪ Co-Chairs meeting with secretariat to review the day. 	EYV Alliance Secretariat
19:00 – 22:00	Dinner in the hotel	<ul style="list-style-type: none"> ▪ 3 course dinner with wine, soft drinks and coffee/ tea and chocolate. 	EYV Alliance Secretariat
Saturday, May 21st 2011			
08:30 – 10:30	WG meetings	<ul style="list-style-type: none"> ▪ Revision and final agreement on the definition of VI ▪ Support mechanisms (how to improve) 	
Logistical note: Participants leaving that day should check out and store their luggage at reception.			
10:30 – 10:45	Coffee Break	<ul style="list-style-type: none"> ▪ This will be on the ground floor where there is access to a garden for fresh air. 	EYV Alliance Secretariat
11:00 – 12:30	WG meeting	<ul style="list-style-type: none"> ▪ cooperation → for better service → advocacy → independence ▪ research / listening to expertise / evidence 	
12:30 - 13:30	Lunch in the hotel	<ul style="list-style-type: none"> ▪ Lunch with wine, soft drinks and water 	EYV Alliance Secretariat
14:00 – 15:30	WG meeting	<ul style="list-style-type: none"> ▪ open space (member suggestion) ▪ Finalising issues for the meeting, preparing report and divide tasks for writing draft report 	
15:30 – 15:45	Coffee Break	<ul style="list-style-type: none"> ▪ This will be on the ground floor where there is access to a garden for fresh air. 	EYV Alliance Secretariat
16:00 – 17:00	Plenary closing session	<ul style="list-style-type: none"> ▪ WGs should feedback the issues that the covered during the meeting and share their next steps. ▪ Technical announcement from secretariat. 	EYV Alliance Secretariat

2. Date, place, time of the meeting

May 20th – 21st 2011, Brussels, for time see agenda above

3. Members and invited external experts present. Identify co-chairs and reporters.

Members: Iben Lindemark, Sandra Turner, Bart Schenke, Hanneke Boode, Anna Camposera, Sarah Dekkiche

External expert: Olja Stojanovic / Coca-Cola Hellenic Bottling Company

4. Summary of the expectations/ fears about the meeting (without stating who said what)

Expectations:

- cover all items on the agenda so we have enough material to draft our group contribution
- leave with a draft report to be able to meet the dead line for the end of may
- to be able to bring something to the group and work even if I wasn't here last time
- leaving tomorrow with a feeling that we are close to finishing the first draft
- glad to be here again; get some work done and get involved again
- clear outcome – clear guidelines how to continue
- have a giant leap forward
- produce clear statements and proposals on VI
- have a clear picture on the items we have to discuss: support mechanisms, cooperation, research
- be able to learn from the external expert and challenge the expert on the items above
- to be proactive and end what we planned
- to have a positive atmosphere
- to be able to give clear definitions and process descriptions on the items discussed

Challenges and fears:

- what happened to the part about the connection between VI and democracy/civil society? I find this very important!
- How do we keep our schedule for the draft proposals as we have still so much to cover?
- As I was not present the last meeting, am I still up to date to follow and contribute to the discussion?
- Is the time frame realistic?
- We run out of time!
- We will not have enough focus on the European level and focus too much on the national and/or local levels (again)
- Not enough time
- Time constraint, fear that we do not finish what we need to finish

- We spent too much time on the definition and we do not have enough to finish all the other points
- Not to be able to discuss every theme with the same level of competence

5. Issues discussed.

(Use bullet points and detail the part of the WG Framework document e.g. " III.c" to which the item relates according to the four categories below and using the Action Plan table.

- a) Issues where agreement was reached – detailing what was agreed

Definition of VI:

Volunteering Infrastructure is a combination of organisational structures and support mechanisms which together provide the enabling environment needed to encourage volunteer involvement for the benefit of society as a whole.

Volunteering infrastructure fulfils several roles: providing quality volunteering opportunities and support for volunteers; matching the supply and demand of volunteering; build capacity and facilitate good practice exchange among volunteer involving organizations; remove barriers to volunteering; raise awareness of the value of volunteering for both the individual and the society; influence policy environment in areas where volunteering takes place.

Organizational structures composing the volunteering infrastructure include the volunteer involving organizations (such as voluntary organizations, public and private, non-profit and for-profit institutions) and support organizations (such as volunteer centres, volunteer developing agencies, umbrella organizations, and networks) at all levels (international, European, national, regional, and local).

The support mechanisms for the volunteering infrastructure include: an appropriate legal framework for voluntary organizations and volunteers, reliable and dedicated funding schemes for volunteer involving and support organizations, research / comparable and established data collection systems to document the impact and value of volunteering, institutionalized channels of communication and consultation with the decision makers at all levels, agreed standards for good practice and quality assurance.

Why VI is important:

- access to volunteering for all citizens in Europe,

- quality of volunteering experience and services provided by volunteers,
- proper management of the supply and demand of volunteers
- learning and skills development for volunteers
- poverty reduction and social integration
- social cohesion and social capital creation.

Recommendations to European institutions:

- being aware of the importance of European networks that promote volunteering throughout Europe and supporting them also with funding;
- calling call on the member states to create volunteering policy agendas at the national levels, in order to ensure the achievement of the European policy agenda, and closely following the progress;
- facilitating the creation of a European level volunteering infrastructure by adopting the European statutes of associations;
- improving communication on and simplifying the financial and reporting procedures of the EU funds to enable volunteer involving organizations to access the available funds;
- raising public awareness of the benefits of volunteering for the individual and the society and calling on the member states to do the same
- taking volunteering into account in all policy areas where volunteering exists and call on member states to act similarly at their respective level as a cross-cutting theme;
- increasing the emphasis placed on volunteering in current funding schemes of all European funding programs.

b) Issues where no agreement was reached – detailing different opinions

No major differences of opinion on items discussed.

c) Issues where further action is needed – detailing the further action.

- Europe 2020 – it should be featured somewhere because it has objectives on reducing poverty and social exclusion and this is an area where volunteering can help – this should be as the context in our introduction.

- Effect of volunteer work may be weary hard to measured in short term (values, attitudes, ...) → “Soft outcomes” should be recognised as the appropriate way of measuring the impact of volunteering – make a recommendation on this to all levels.
- Having structures that are able to include different categories of people, especially the marginalized – how difficult it is and how much it is linked with limited resources -- include it as a risk of not supporting infrastructure
 - d) Issues that are pending – detailing when they will be addressed.
- identifying concrete examples from different countries that could become good practice examples for implementing some of the recommendations we make → to be discussed in September

Action plan

What	When	Where	How	Who
Send notes from the meeting	ASAP	On line workspace and mailing list of the group		Cristina and Tomaz
Detail recommendations on support mechanisms	By early next week	Mailing list of the group		Iben, Sandra, Ana, Stephanie
Detail recommendations on sustainability	By early next week	Mailing list of the group		Bart, Hanneke, Sara, Arnas
Send all proposed recommendations	By May 30th; 10:00 am	Mailing list of the group		All group members
Finalize and send first draft	May 31st	Alliance Secretariat		Cristina

WG4 Recognising Volunteering Report

Email: recognition@eyv2011.eu

EYV 2011 Alliance Secretariat
Address: C/O CEV - Rue de la Science 10, B-1000 Brussels, Belgium
Tel: +32 (0) 2 231 80 83- Fax: +32 (0) 2 514 59 89
Contact: celine.barlet@eyv2011.eu gabriella.civico@eyv2011.eu
Website: www.eyv2011.eu

EYV 2011 Alliance WG 4 Recognition of Volunteering Report - Brussels
Agenda May 20 – 21st 2011

Agenda items	Agenda for Group members
(23) 14:00 – 14:30 Opening Plenary welcome and technical details from EYV 2011 Alliance Secretariat.	Plenary session
(24) 14:30 – 14:45 Welcome and introduction; apologies; approval of report of the last meeting. (25) 15:00 – 15:30 Update from WG Member (26) 16:00 – 17:30 Agreement on agenda, identify reporters, start WG meeting (27) 17:30 – 18:00 Feedback session and evaluation of the afternoon. (28) 15:30 – 15:45 Coffee Break	<ul style="list-style-type: none"> • Welcome and introduction • Review plan for meeting - what are our outputs for the end of the meeting • Update on what's been happening since the last meeting • Feedback from small grps on recommendations for policy makers <ul style="list-style-type: none"> ○ European ○ National ○ local ○ Individual • Review and Discussion • Finalise recommendations
18:00 – 18:30 Co-Chair meeting	
19:00 – 22:00 Dinner in the hotel	
(29) 09:00 – 10:30 WG meetings 11:00 – 12:30 WG meeting 10:30 – 10:45 Coffee Break	Develop recommendations for Social sector and National and regional Finalise documents and prepare flipcharts of recommendations
12:30 - 13:30 Lunch in the hotel	
(30) 14:00 – 15:30 WG meeting	feedback to Development of other outputs for policy agenda <ul style="list-style-type: none"> • Good practice tools for recognition of volunteering and criteria for assessing them • Formation of sustainable platform This will include reviewing feedback from questionnaire and reflecting on presentation from the last meeting Plenary Identify further work to be done
15:30 – 15:45 Coffee Break	
16:00 – 17:00 Plenary closing session	

Co Chairs - Rosemary Hindle, Anita Prosser

Participants : Else-Marije Boss, Sara Castro, Stephanie Havekost, Jugoslav Jevdic, Sona Sladeczkova, Pieter Willems

6. Introductions were made and an update was made of the timetable for the next 2 days. Discussion was had around the last meeting and any changes to the way of working made
7. **Updates** were made on:
 - Value conference in the Netherlands and materials shared along with some of the ideas. Will be uploaded onto workspace
 - EESC presentation on recognition and value of volunteering
 - EYV Alliance Steering group discussion on previous day
8. The rest of the next session focused on the **production of recommendations in the 4 key areas** (Annex 1). which have been incorporated into the first draft of the recommendations. The areas were discussed in small groups, then shared with all the members of the meeting so that the different points could be discussed altogether. This was followed by a discussion on what could voluntary organizations offer in return – for example, making a commitment to engage in the dialogues taking place at European or national level on recognition of volunteering. There was also a discussion around the responsibilities of volunteers themselves, and the role that recognition in its wider sense could play in helping individuals to understand their role in the organization and therefore their responsibilities towards completing voluntary commitment they undertake.
9. **Good practice criteria on tools of recognition:** Only a small number of replies had been received from the survey, and further analysis was also necessary to assess the replies which had been received. It was decided to ask the secretariat to keep the survey open over the summer, to continue to gather best practice tools. Some good ideas on the criteria for recognition tools were discussed at the Conference “Inspiration for recognition” on recognition of competences in voluntary work which had been held by the Value project and which was attended by Else-Marije Boss. Rosemary undertook to compile the survey responses which had been received so far, and Else and Pieter undertook to go through the materials from the Value conference, and identify where the recommendations made during the conference might need to be further developed to address the recognition systems which are not focused on recognition of competences.

EYV 2011 Alliance Secretariat
Address: C/O CEV - Rue de la Science 10, B-1000 Brussels, Belgium
Tel: +32 (0) 2 231 80 83- Fax: +32 (0) 2 514 59 89
Contact: celine.barlet@eyv2011.eu gabriella.civico@eyv2011.eu
Website: www.eyv2011.eu

10. Discussion on the **formation of a sustainable platform on the recognition of volunteering** by voluntary organizations. One of the tasks of the working group is to discuss this issue, and this began with a SWOT (strengths, weaknesses, opportunities, threats) analysis on developing such a platform which were identified as follows:

Strengths

Opportunities to exchange new ideas, ways of implementation, provide feedback and follow up the recognition working group

Collect research and analysis on recognition issues

Focus for developing comparative data systems and lobby actions

Weaknesses

who would the platform be for, be aimed at?

How would it be organized and funded?

Possible duplication of effort - are there existing platforms already collecting this information?

Opportunities

Because of EYV 2011, volunteering more recognized, so would be operating in a more favourable environment

Links with Business/educational institutions

EU already recognizing learning gained through volunteering – voluntary organizations should be involved in the discussion

Threats

Language issues

Time to follow the work of the platform

Information overload!

It was also felt that the formation of a platform on specifically on recognition would also be linked into the discussions on the future of the EYV Alliance, currently being discussed in the EYV Steering Group, and how the material collected during the year on the Alliance website could remain online and accessible. It was decided also to ask the views of the members of the group not present at the meeting.

The meeting ended at 1530

Action plan

What	When	Where	How	Who
Recommendations document	Finalise by end of may			Anita and Rosemary to pull together
Upload Volue conference materials to work space	End of May	Workspace		Rosemary
Compile material from survey in one document and upload to workspace		workspace		Rosemary
Upload presentations from first meeting to workspace	By next meeting	workspace		All
Identify main points of outcomes of Volue conference and where they might need to be supplemented to take account of other systems of recognition	By next meeting			Pieter, Else

Annex 1

EU – Level:

- The contribution of volunteering in all aspects of EU policy and programmes
- Consult Voluntary Organization on including volunteering in EU programmes and policies (structured and transparent).
- Evaluate the efficiency and validity of all the recognition tools (passport, etc).
- Avoid administrative burdens in the use and implementation of this recognition tools.
- Support the sharing of best practices of recognition tools. (how?)
- Develop a common framework which supports the interchangeability of competences gained in different backgrounds (ex. Educational systems).

EYV 2011 Alliance Secretariat
 Address: C/O CEV - Rue de la Science 10, B-1000 Brussels, Belgium
 Tel: +32 (0) 2 231 80 83- Fax: +32 (0) 2 514 59 89
 Contact: celine.barlet@eyv2011.eu gabriella.civico@eyv2011.eu
 Website: www.eyv2011.eu

Support policy for volunteering organization so that they can fully play their role in building inclusive and active communities:

Recognize at National Level:

- In partnership with voluntary organization support them to develop tools to recognize competences gained through volunteer work within a common framework promoting transferability of skills which take account of the culture of recognition in that country.
- Promote of a culture of recognition amongst the public by developing opportunities for public recognition of volunteers (reward, award system).

Support the development of Volunteers Org. by:

- Recognizing + trusting the innovative nature of volunteering + allow space for volunteers orgs to discover, experiment and develop their own learning path.

Develop Co-operation with other national governments across Europe to share best practice + experiences to promote greater recognition of volunteering

Recognition at Civil Society Level (Organization).

Volunteer (involving) organizations should:

Internal

- Invest in different mechanisms/tools for recognition/accreditation process in accordance with how official APL systems recognize learning* accreditation of prior learning.
- Establish qualitative volunteer management systems that fulfils the need of the volunteer and the organisation.
- Dedicate sufficient human resources to the management of volunteers/programs
- To approach the recognition of volunteers strategically and insure implementation.
- Include the volunteers in the decision making process – of the organization – at all levels and in continuous dialogue and consultation.

External

- Collaborate with other volunteer organizations to show how volunteers contribute to society.
- Be open for cooperation with other sectors by exchanging knowledge and tools.

Encourage all possible media activities intended to raise public awareness – continuous creation of a positive image:” branding”.

Social Partners – Business/Trade Union:

Business:

- Businesses should recognize the skills and competences gained through voluntary work when employing people,
- Business recognizes that employees can gain skills that contribute to the business through volunteering that they could not gain elsewhere.
- Business and NGOs/CSOs recognize that both have qualities and cultures that could benefit each other.

Corporate Social Responsibility (CSR):

- Business recognizes that by working with NGO's/CSO's can not only help deliver the goals of the company but also develop the culture and values of the wider society and their employees.

Transition in and out of work:

- Business recognizes that they can support the transition to and from work – retirement, long term sickness, maternity leave – by facilitating volunteering programs/opportunities.

Trade Unions:

- Trade Unions recognize that volunteering is an important part of employees development and should act as Ambassadors to promote volunteering as a tool with employers.

WG5 Value of Volunteering Report

Email: value@eyv2011.eu

EYV 2011 Alliance Secretariat
Address: C/O CEV - Rue de la Science 10, B-1000 Brussels, Belgium
Tel: +32 (0) 2 231 80 83- Fax: +32 (0) 2 514 59 89
Contact: celine.barlet@eyv2011.eu gabriella.civico@eyv2011.eu
Website: www.eyv2011.eu

WG6 Employee Volunteering Report

Email: employeevolunteering@eyv2011.eu

EYV 2011 Alliance Secretariat
Address: C/O CEV - Rue de la Science 10, B-1000 Brussels, Belgium
Tel: +32 (0) 2 231 80 83- Fax: +32 (0) 2 514 59 89
Contact: celine.barlet@eyv2011.eu gabriella.civico@eyv2011.eu
Website: www.eyv2011.eu

EYV 2011 Alliance WG 6 Employee volunteering - May meeting report

1. Agenda of the meeting

Agenda items	Notes for Co-Chairs
(1) 14:00 – 14:30 Opening Plenary welcome and technical details from EYV 2011 Alliance Secretariat.	<ul style="list-style-type: none"> • Online evaluation form • Travel refund procedure • Check out time • Message from EYV 2011 Alliance SG
(2) 14:30 – 14:45 Welcome and introduction; apologies; approval of report of the last meeting.	<ul style="list-style-type: none"> • Special welcome for new people • Report from the last meeting • Sign attendance list
(3) 14:45 – 15:00 Expectations and fears about the meeting	
(4) 15:00 – 15:30 Update from WG Members	
15:30 – 15:45 Coffee Break	
(5) 16:00 – 17:30 Agreement on agenda, identify reporters, start WG meeting	<ul style="list-style-type: none"> • Speaking about the questionnaire on Status Quo in Europe concerning Employee Volunteering" The response was so poor it was dedicated to do this over again in different channels. • Evaluation of the inputs of group members who had submitted their 10 most important points for a future recommendation
(6) 17:30 – 18:00 Feedback session and evaluation of the afternoon.	
(7) 18:00 – 18:30 Co-Chair meeting	<ul style="list-style-type: none"> • Co-Chairs meeting with secretariat to review the day.
19:00 – 22:00 Dinner in the hotel	<ul style="list-style-type: none"> • 3 course dinner with wine, soft drinks and coffee/tea and chocolate.
(8) 08:00 – 10:30 WG meetings	<ul style="list-style-type: none"> • Drafting the conclusion points
10:30 – 10:45 Coffee Break	<ul style="list-style-type: none"> • Same as previous afternoon.
(9) 11:00 – 12:30 WG meeting	<ul style="list-style-type: none"> • Drafting the conclusion points
12:30 - 13:30 Lunch in the hotel	<ul style="list-style-type: none"> • Lunch with wine, soft drinks and water
(10) 14:00 – 15:30 WG meeting	<ul style="list-style-type: none"> • Drafting the conclusion points
15:30 – 15:45 Coffee Break	<ul style="list-style-type: none"> • Same as the morning.
(11) 16:00 – 17:00 Plenary closing session	<ul style="list-style-type: none"> • WGs feedback the issues that the covered during the meeting and share their next steps. • Technical announcement from secretariat.
(12) De-brief meeting with WG Co-Chairs	

2. **Date, place, time of the meeting:** 20-21 May 2011, Brussels, Martin's Central Park Hotel
3. **Co-chairs:** Ana Laura Klaehn, Peter Kromminga

WG members present: Clemens Unterberger, Frank Heuberger, Gennie Franklin, Marion Schumann, Nicole Legrain, Xenia Koutentaki

4. **Draft of conclusion points:** EYV 2011 Alliance Working Group 6: Employee Volunteering (Status May 30, 2011)

Introduction

Employee Volunteering (EV) is a growing phenomenon in Europe. However, the opportunities connected to it as a valuable source to contribute towards the Europe 2020 – Strategy for Smart, Sustainable and Inclusive Growth are up to now often ignored and not echoed appropriately in the manifold European policies and programs. This is all the more regrettable, since EV is a cross-cutting issue and relates to a wide range of EU policy areas and programs like Active Citizenship, Corporate Social Responsibility, Sustainable Development, Employability, Local Employment Development, European Social Fund, Regional Cohesion, Active Ageing, Life Long Learning, Social Innovation etc.

It is clearly recognizable that none of the big challenges we face today – the consequences of globalization, individualization, exclusion, the widening gap between rich and poor, the demographic change, migration/integration and others – will be properly addressed or solved without an appropriate cooperation between the three sectors of society – state/government, business and civil society. To achieve the goal of a sustainable, cross-sector partnership with new roles and responsibilities, each sector has to acknowledge the assets and values of the other and has to accept the fact that none of the mentioned challenges can be tackled through the logic of action of its sector alone. The three sectors have to work together, collaborating for the sake of serving the common good.

EV is an excellent means to give this new partnership a face by helping business as well as all organizations – be it in the public or governmental sphere, in the non-profit field or the profit sector – to sharpen its contours as a responsible organization that takes social responsibility very serious. But EV has more to offer: The complexity of social skills gained through EV turns participants from all sectors of society into winners and opens up chances from short term participation to long lasting cross-sector partnerships and new forms of shared social responsibility.

Our recommendations are not exclusively addressed towards the European Commission or Parliament but rather include all relevant stakeholders of the different political levels and in their jurisdictions: Member States, Business on local, state and EU level, Unions and Civil Society.

Recommendations

- 1.

EYV 2011 Alliance Secretariat
Address: C/O CEV - Rue de la Science 10, B-1000 Brussels, Belgium
Tel: +32 (0) 2 231 80 83- Fax: +32 (0) 2 514 59 89
Contact: celine.barlet@eyv2011.eu gabriella.civico@eyv2011.eu
Website: www.eyv2011.eu

Business Community Investment is more than just philanthropy, it focuses on how organisations manage their activities in the community and create a positive impact and mutual value for both society and business. Employee volunteering is a vital element in these programmes as it engages the workforce and can put a face on an organisation's Corporate Social Responsibility (CSR) programme.

Acknowledge and promote the importance of employee volunteering as an integral part of CSR. In addition we recommend that employee volunteering is documented as part of an organisation's wider public reporting (e.g. CSR or integrated report) and communicated to all stakeholders.

Establish a common EU Level standard form of report related to employee volunteering. Promote the inclusion of more sophisticated key performance indicators related to employee volunteering and its impact into existing and widely acknowledged reporting standards such as the Global Reporting Initiative (GRI), London Benchmarking Group and integration into ESG reporting.

2.

As part of the legacy of 'The European Year of Volunteering to Promote Active Citizenship' the awareness of employee volunteering should remain high on the European Commission's and Member States agenda. Working with the relevant stakeholders, continue to campaign about the importance of employee volunteering for business and society at European, National and Local level. Include and support Union's to join the dialogue about employee volunteering on a policy and programme level. Champion the good partnerships that tackle community challenges including the civil society partners. Civil society within their own organisation is encouraged to welcome and be ready to receive employee volunteers and the opportunity to work in partnership with business for mutual benefit.

Have a national level catalogue of those who actively promote employee volunteering and thus serving as a reference literature for those who may offer them a partnership; use of social media such as Facebook and Twitter to join campaigns together and raise awareness of employee volunteering.

Create a challenge such as business community action days at local, national and European level with media coverage to further stimulate interest of and discussions in employee volunteering.

3.

Cross sector partnerships are a means to foster social cohesion and social innovation. Recognise existing partnership led best practice occurring at local, national and European level through further supporting the Employee Volunteering Awards. Use these to specifically make employee volunteering known in member states not yet having a long history and culture of employee volunteering; and to encourage continual improvement in those more sophisticated.

Continued support from the European Commission for the Employee Volunteering Awards with a focus on partnerships and best practice examples promoting sustainable long-term private-NGO partnership.

In addition consider forming Government-NGO-Private Sector tri partnerships to support common issues together.

4.

In order to promote Employee Volunteering and get the most effective impact in the society it is very important to invest both in an enabling environment for existing umbrella organisations with European wide reach and training of the stakeholders involved. This will ensure future co-ordination, share best practice and to develop synergies and expertise on employee volunteering and the importance of good brokerage.

Organise on line and offline multi stakeholder forums and knowledge exchange; provide capacity building for brokers; charge an organisation, which is experienced in partnership management and brokerage to lead and co-ordinate

5.

We recommend the European Commission to conduct and fund research on employee volunteering to map the different levels which employee volunteering exists in member states. Use the findings of the research to create minimum standards as a means to improve quality which are disseminated across all member states.

6.

It is known that impact measurement is crucial for understanding the real quality and value of employee volunteering.

Existing methods (e.g. London Benchmarking Group) should be leveraged and complemented with qualitative methods, case studies and evaluation to demonstrate the long term effects on employee volunteering on the business, NGO, end user and the community as a whole.

Research, recommend and share good practice measurement and evaluation tools.

7.

We are convinced that skills and competencies are gained and exchanged through employee volunteering programmes by all parties and benefit business, NGO's, the employee volunteers and recipients. For the success of modern business all forms of lifelong learning as well as non formal and informal learning, social competencies and organisation development are equally important as formal education and professional and technical skills. Employee volunteering can provide an alternative way of learning and training. We recommend that these skills are recognised formally and can form all or part of recognised accreditations.

Build upon the results of the CSR Laboratory "Skills for Employability Enhanced through Employee Community Engagement" and bring forward more systematically employee volunteering programmes fostering the skills of disadvantaged and excluded groups.

Encourage and promote links with lifelong and professional learning by publishing a recognised matrix of skills developed through employee volunteering.

8.

Explore and develop ways to include employee volunteering programmes to be part of the usual management of professional careers for employees who are under occupied or in transition due to changes in the workplace. This should hold a specific focus in the context of postponed retirement age and/or phased retirement, individual career paths or widening opportunities for employment in a changing economic climate.

Employee volunteering could be systematically offered and promoted as an option to employees in the few years preceding retirement age and measured on its effectiveness to reduce work pressure and promote active ageing.

9.

Allow specific financial incentives to small and medium sized profit and nonprofit organisations that develop employee volunteering.

For all organisations the European Commission should explore how employee volunteering can be part of public procurement policies.

Promote employee volunteering as a way to explore new potential career paths to those employees at risk of redundancy. Keep VAT exceptions for small revenues earned through volunteering initiatives.

10.

The definition of employee volunteering is that which is done during work time, and research results concur that the majority of employees who volunteer do so within this remit. Support and further grow this trend across all member states by recommending that all organisations have written 'time off' policy to enable their employees to volunteer during work time to initiate programmes and sustainable partnerships that benefit communities.

Sector based examples of best practice time off policy to be shared to encourage all organisations to take the first step into formalising an employee volunteering policy; European Commission to publically state its approach to volunteering in work time to encourage other public sector organisations in member states to follow suit. Encourage organizations of all sectors to sign a charter publicly stating that they will provide their employees time to volunteer during working hours.