



**TRADE UNION
"METALICY"
KNSB**

Sofia –1000, Bulgaria
1 Macedonia Sq., fl.16

Tel.: +3592 9884-821, 4010-604, 4010-517
Fax: +3592 9882-710, e-mail: metalicy@netbg.com

06 January 2010
Sofia, Bulgaria

TO
EMF
FSS METAROM,
FSLI-Metal,
SMETAL,
SIER,
Federación de Industria de CCOO,
FO Métaux

Dear Partners,

We have pleasure to invite 1 representative from your organization to attend a First project meeting – ROUND TABLE in Sofia which is a part of the project:
"Road map" for restructuring in metal sector-Management of the restructuring, active involvement of social partners, dissemination of good practices and sharing of experience and innovation."

which will take place on

Thursday 27 January 2010

from 10.00 a.m. until 5.30 p.m.

/Registration of participants from 9.15 a.m. until 10.00 a.m./

and

Friday 28 January 2010

from 9.00 a.m. until 12.30 a.m.

in the

**Central Hotel Forum
41 Tsar Boris III Blvd.**

Sofia 1612, Bulgaria Reception desk-Tel.: +359 2 954 44 44 ,Fax: +359 2 954 33 33

Details

This first project meeting will be primarily technical and informative nature - on the meeting will be presented in detail the action plan, goals and objectives of the project and team responsible for implementation of the project.

This first meeting has a key role in the project and it would like to present brief information about each partner organizations (TU "METALICY", BAMI, FSS METAROM, FSLI, SMETAL, SIER, CCOO, FO Métaux-) and short information about the restructuring process in metal industry in each of the 5 countries involved in the project/ Bulgaria, Romania, Macedonia, and Spain and France / - at the national level and company level

On this basis, we kindly ask you to prepare a short presentation and to send it to us before the meeting, because to translate materials for all participants in their native languages.

We will be grateful if you include in the presentation your vision for your participation in the project and what are your expectations from the project for your organization

In connection with the simultaneous interpretation:

There will be simultaneous interpretation also for, Romanian, Spanish, French, (English), Macedonian and Bulgarian.

Travel and accommodation details

Please note that the travel and accommodation costs /including meals and work materials/ will be covered by the project budget.

For air travel, the costs will be reimbursed after the event subject on the basis of the most economic fare available /economy/APEX/PEX. air fares/ in accordance with the Commission regulations. ***But TU METALICY –Secretariat will make a reservation for your flight ticket and will pay, and you will receive electronic tickets via e-mail***

For train and car, expenses will be reimbursed on the basis of the shortest and most economical route in 1st class rail. The participants should fill in reimbursement form which will be given them with the work materials for the conference /please note that you need supporting documents as an original return ticket /air, train/ and other documents regarding the travel/.

Accommodation

The project management will pay the global hotel bill directly; the participants do not need to pre-finance their hotel costs.

The accommodation will start on 26 January and end on 28 January 2011.

Should you need any additional information **please do not hesitate to contact Diliانا Yanachkova /e-mail: metalicy_expert@abv.bg, tel: +359 2 988 48 21/.**

Yours sincerely,

Vassil Yanachkov

TU 'Metalicy' President

Project leader