

Application

Programme	Erasmus+
Action Type	Small-scale partnerships in vocational education and training (KA210-VET)
Call	2025
Round	Round 1

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Context

Field	Vocational Education and Training			
Project Title	Transforming Workplace Safety: Coaching Strategies for a Digital Future			
Project Acronym	TWS-Coaching			
Project Start Date (dd/mm/yyyy)	Project Duration	Project End Date (dd/mm/yyyy)	National Agency of the Applicant Organisation	Language used to fill in the form
01/11/2025	16 months	28/02/2027	IT01 - Agenzia Nazionale - Erasmus+ - INAPP	English
Project lump sum	60 000,00 €			

You can find the contact information of all National Agencies at the following webpage: [List of Erasmus+ National Agencies](#).

Priorities and Topics

All project proposals under the Erasmus+ Programme should contribute to one or more of the programme's policy priorities.

Please select the most relevant priority according to the objectives of your project.

VET: Contributing to innovation in vocational education and training

If relevant, please select up to two additional priorities according to the objectives of your project.

VET: Adapting vocational education and training to labour market needs

Please select up to three topics addressed by your project.

Digital safety and data protection

Overcoming skills mismatch and addressing the needs of the labour market

Project description

What are the concrete objectives you would like to achieve and 'outcomes or results you would like to realise'? How are these objectives linked to the priorities you have selected?

One of the biggest challenges in the Occupational Safety and Health (OSH) is motivating all corporate layers to embrace a culture of safety, especially in the use of digital technologies. Safety coaching has emerged as an effective method for improving workplace safety standards across various industries. Research indicates that leader-based verbal safety communication significantly enhances safety levels and climate in construction sites (Kines et al., 2010). Safety coaching has shown potential in supporting learning and behavior change, consistent with behavioral-based safety approaches (Passmore et al., 2015). By incorporating safety into daily verbal exchanges and fostering a collaborative learning environment, organizations can significantly improve their safety standards and overall safety performance.

TWS-Coaching is a personalized approach to occupational safety that involves a dedicated coach working one-on-one with employees to enhance their safety awareness, knowledge, and skills. Unlike traditional safety training, which often focuses on compliance and rule-based learning, safety coaching takes a more holistic approach, emphasizing individual behavior, attitude, and decision-making.

TWS-Coaching's objective is to apply the coaching methodology to OSH, training professionals in the field on how to foster a culture of safety in companies, especially SMEs, with a particular focus on safety in the use of digital technologies. TWS-Coaching offers a powerful approach to improving occupational safety by focusing on individual behavior, attitude, and decision-making.

This objective will innovate the professional training of SMEs' safety officers, as well as of the OSH trainer themselves. In addition, TWS-Coaching will support the digital transition of SMEs in the direction of a culture of safety when using digital technologies.

Please outline the target groups of your project and describe their identified needs

TWS-Coaching's target group will be twofold:

1) (direct) OSH trainers will be trained with the 'train the trainer' methodology in coaching techniques. They will benefit from a free of charge, easy and understandable video course on how to successfully engage in coaching on the topic of safety with their trainees, to foster a culture of safety rather than providing a list of legal obligations which are often disregarded in practical life.

2) (indirect) safety officers of SMEs will receive a training on safety coaching by the OSH trainers. They will then return to their companies and be equipped with an easy and efficient methodology for improving safety standards and more importantly support the development of safety awareness and culture among workers.

In addition, both TGs will be empowered with tools and strategies to better navigate the safety challenges that exist in the use of digital technologies such as data breach, privacy issues, identity theft, hacking and phishing only to mention a few. Thanks to the coaching methodology, SMEs' safety officers will be able to support workers in developing digital safe and healthy habits not as an obligation but rather as part of organizational culture.

Please describe the motivation for your project and explain why it should be funded

The primary motivation behind this project is to address the significant challenge of fostering a culture of safety within organizations, particularly SMEs, especially in the context of digital technology usage. While traditional safety training often focuses on compliance, a more personalized and engaging approach like safety coaching is essential to drive behavioral change and improve overall safety performance. TWS-Coaching aligns with the EU's priorities of promoting occupational safety and health, supporting SMEs, and fostering digital innovation. By providing targeted training and support to SMEs, this project can contribute to a safer and more competitive European workforce.

TWS-Coaching aligns with the EU-OSHA 2024 priorities for safety at work in the digital age. By emphasizing safety coaching and addressing emerging digital risks, the project promotes a culture of safety, supports SMEs, and enhances digital literacy. Specifically, the project helps organizations create a proactive safety environment, mitigate cybersecurity threats and ergonomic issues, and equip employees with the knowledge and skills needed to use digital technologies safely and responsibly. Through these efforts, TWS-Coaching contributes to a safer and healthier work environment for employees in the digital age.

How does the project address the needs and goals of the participating organisations and the target groups ?

Silaq (coo), a SME specializing in occupational safety and health (OSH) training since 1989, has observed a growing trend among its trainees, primarily safety officers from Italian SMEs. These trainees increasingly view safety at work as a legal obligation to be fulfilled as quickly as possible, rather than as a priority. This attitude extends to the use of safety equipment, which is often seen as a burden to be worn only during inspections. The situation is even more concerning when it comes to digital safety. The risks associated with neglecting personal digital identity, privacy, and data security are greater than ever, yet this issue is often overlooked. Silaq aims to empower OSH trainers and SME safety officers with a coaching methodology that can shift their perspective. By focusing on safety as an individual priority and an all-encompassing standard, this approach can help create a more safety-conscious workplace culture.

SARONIS offers a comprehensive range of specialized OHS training services. They conduct focused courses on topics like "Health and Safety in Lifting Equipment" to customized, long-term training programs designed to address the unique needs of each client.

SARONIS takes a proactive approach to safety culture by going beyond traditional training. Their team of experienced, certified trainers utilizes modern, participatory teaching methods to help businesses identify specific staff training needs across a wide range of vital issues. SARONIS will ameliorate its service offerings by incorporating safety coaching into its training portfolio. TWS-Coaching's personalized and engaging approach can lead to improved knowledge retention and behavioral changes among trainees, ultimately enhancing the effectiveness of SARONIS's training programs. By providing clients with the tools and techniques to implement effective safety coaching programs, APOPSI can help them foster a stronger safety culture within their organizations. Additionally, the project will offer APOPSI access to expert guidance and resources on safety coaching, enabling its trainers to deliver high-quality training programs that meet the evolving needs of its clients.

What will be the benefits of cooperating with transnational partners to achieve the project objectives ?

By collaborating with transnational partners, this project can leverage the expertise and resources of organizations from different countries to create a more comprehensive and impactful approach to occupational safety and health (OSH) in the digital age. This collaboration can lead to the sharing of best practices, the development of innovative solutions, and the increased reach of the project's outcomes. By working together, partners can better address the unique challenges and opportunities presented by the digital transformation of the workplace, ensuring that employees remain safe and healthy in this rapidly evolving environment.

How does the project address the horizontal priorities ?

The project aligns with the Erasmus+ horizontal priority of innovation in vocational education and training (VET) by enhancing digital safety awareness, developing new training methods, addressing skills mismatches in the labor market, and fostering international collaboration and knowledge sharing.

To enhance digital safety awareness, the project targets SMEs and safety officers to improve workplace safety standards, particularly in the use of digital technologies. It focuses on cybersecurity risks, data protection, and digital safety practices to mitigate workplace hazards in the digital era.

In developing new training methods, the project moves beyond traditional compliance-based safety training and adopts a coaching-based methodology that fosters behavioral change. Through the "Train the Trainer" kit and video courses, it provides scalable, innovative training solutions for SMEs across Europe.

To address skills mismatches in the labor market, the project equips safety trainers with coaching techniques that ensure SME employees are not only informed about regulations but also actively engaged in a culture of safety. It offers resources tailored to SMEs' digital transition needs, helping to prepare the workforce for modern workplace risks.

The project also fosters international collaboration and knowledge sharing by leveraging transnational partnerships between Italy, Greece, and Romania. This collaboration allows for the exchange of best practices and ensures diverse perspectives in safety coaching methodologies. Additionally, a Think Tank activity gathers insights from experts to refine and adapt safety coaching techniques to different country contexts.

Participating Organisations

To complete this section you will need your organisation's identification number (OID).

If you have an OID number please introduce it in this section.

If you are not sure if you have OID number, you can check here: [Organisation Registration System](#)

If you do not have OID number, you can create one here: [Register New Organisation](#)

Whenever an OID has reached the limit agreed of appearances in drafts and submitted forms, a notification by email will be sent to the Authorized person of that OID. We can include in the email a list of projects where that OID is encoded providing all the information necessary for him to act if he needs to: Form ID, Name of the applicant organization, National agency. If we don't have the NA and the applicant organisation filled in the form **we don't count this form** to the value which triggers the email notification.

According to the Programme Guide, each organisation (OID) can apply only once as applicant organisation and can be included in a total of 5 Small-scale partnerships in the fields of vocational education and training, school education, adult education and youth per application round. The maximum number includes all applications in the listed fields, regardless of whether the organisation is a coordinator or a partner. Once this limit is reached, it will not be possible to submit further applications with the same organisation (OID).

Applicant - Silaq consulting (E10346520 - IT)

Organisation ID	Legal name	Country
E10346520	Silaq consulting	Italy

Applicant details

Legal name	Silaq consulting
Country	Italy
Region	Lombardia
City	Peschiera Borromeo (Milano)
Website	https://www.silaq.com/

Profile

Is the organisation a public body?	No
Is the organisation a non-profit?	No
Type of organisation	Small and medium sized enterprise

Background and experience

Please briefly present your organisation.

What are the organisation's main activities?

Established in 1986, Silaq is a pioneering force in occupational safety, environment, quality, and digitalization. With a mission to cultivate a safety culture, in the last 5 years, Silaq supported more than 15.000 SMEs and professionals in increasing their capacity in occupational safety and workplace wellbeing, implemented more than 72.690 services and trained around 85.700 individuals.

This allowed Silaq to build a robust network of SMEs and professionals interested in the topic of new technologies and occupational safety, that will be invited to take part to the TWS-Coaching activities. Silaq's staff is composed of 34 individuals of which 20 are women. Silaq trains around 10K individuals in different OSH aspects every year. Among these individuals, whose profiles may vary but are mainly Italian SMEs employees and managers (from executive to middle), at least 50% are at direct contact with technology in their daily working life.

What are the organisation's activities in the field of this application?

The key strength lies in the expertise of Silaq's team, comprising occupational safety experts, technicians, researchers, professional trainers, and developers. Silaq is equipped to address the multifaceted challenges posed by the digital transition and growth of the tech industry. Just for mentioning one example, Silaq offers training events on-site, online,

blended, in specific environments for tackling specific occupational risks (confined spaces, smoke room, disaster simulation room, fire room, etc). Silaq has a wide array of cutting-edge devices for supporting the learning process of trained individuals, including VR headsets with dedicated training software. Silaq patented the Safety 4.0 device, aimed at monitoring in real time data on protective devices usage in each workplace. Silaq also patented Audit 4.0, a system for monitoring development, KPIs and decision-making processes in the field of safety. Silaq's last flagship initiative is Safeland, a scientific and tech park.

What profiles and age groups of learners are concerned by the organisation's work?

In the last 5 years, Silaq supported more than 15.000 SMEs and professionals in increasing their capacity in occupational safety and workplace wellbeing, implemented more than 72.690 services and trained around 85.700 individuals. Silaq employes around 20 OSH trainers, both females and males, of various age rages. The OSH trainers enter into contact and train around 1000 safety officers per year, most of them being employed by SMEs in norther Italy. The latter category is very diverse, as safety officers belong to very different backgrounds in terms of gender, age, ethnicity, religion, etc. Mostly they are 25-55.

How many years of experience does the organisation have working in the field of this application? Please reply with a number of years of experience, for example '10'

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Action Type	As Applicant		As Partner or Consortium Member	
	Number of project applications	Number of granted projects	Number of project applications	Number of granted projects
Small-scale partnerships in vocational education and training (KA210-VET)	1	0	0	0
Small-scale partnerships in adult education (KA210-ADU)	1	0	1	0
Newcomer organisation	Yes			
Less experienced organisation	Yes			
First time applicant	Yes			

Would you like to make any comments or add any information to the summary of your organisation's past participation?

Silaq will involve in TWS-Coaching at least a trainer and a technician (Anna della Morte and Graziano Galasso). Two full-time and experienced EU project managers (Isabella Querci and Lisa Lonati) will ensure effective coordination and implementation, securing alignment with the TWS-Coaching project. In summary, Silaq brings a wealth of practical experience, a diverse skill set, and a proven track record in occupational safety and digitalization, making it a valuable partner for the TWS-Coaching project.

Partner Organisations

Organisation ID	Legal name	Country
E10196742	SARONIS ANONIMI TECHNIKI EMPORIKI VIOMICHANIKI ETAIRIA	Greece
E10067431	APOPSI ROMANIA SA	Romania

SARONIS ANONIMI TECHNIKI EMPORIKI VIOMICHANIKI ETAIRIA (E10196742 - EL)

Partner organisation details

Legal name	SARONIS ANONIMI TECHNIKI EMPORIKI VIOMICHANIKI ETAIRIA
Country	Greece
Region	Αττική (Attiki)
City	SALAMINA
Website	www.saronis.gr

Profile

Is the organisation a public body?	No
Is the organisation a non-profit?	No
Type of organisation	School/Institute/Educational centre – Adult education

Background and experience

Please briefly present your organisation.

What are the organisation's main activities?

SARONIS Life-long Learning Center S.A. was established in 2000 and operates in the fields of Vocational Training, Career Counselling and Information and Communications Technology. It is one of the largest Vocational Training and Lifelong Learning Centers in Greece with national range, being certified and dully licensed by the Hellenic Ministry of Education and Religious Affairs. SARONIS takes a proactive approach to safety culture by going beyond traditional training. Their team of experienced, certified trainers utilizes modern, participatory teaching methods to help businesses identify specific staff training needs across a wide range of vital issues. This includes essential safety topics like fire safety, first aid, workplace safety, and proper use of personal protective equipment (PPE). Additionally, SARONIS covers areas like working at heights, handling chemicals, and operating machinery, ensuring a well-rounded safety education for all employees.

What are the organisation's activities in the field of this application?

The experienced and certified SARONIS trainers using modern participatory teaching methods can help each firm to identify the exact needs for the training of its staff on vital issues, such as:

- Fire safety
- First-Aid
- Safety at the Workplace
- Safety and health labeling Working with visual displays Manual handling of cargo
- Traffic of vehicles and pedestrians Safety of equipment
- Electricity dangers
- Use of personal protective equipment Work at height
- Use of chemicals
- Working outdoor / in open space Work in confined / restricted space Driving vehicles
- Use of machinery

What profiles and age groups of learners are concerned by the organisation's work?

SARONIS is one of the largest Centers of Vocational Training and Lifelong Learning National. Founded in 2000, it has been recognized as one of the most dynamic companies in the field of vocational training, having a great experience in the provision of Education and Counseling Support Services. SARONIS has trained – to date – more than 20,000 people

throughout Greece, carrying out more than 4,000,000 man-hours of training. Trainees are very different in age, gender and background, yet they mostly belong to SMEs (corporate training) in Greece.

How many years of experience does the organisation have working in the field of this application? Please reply with a number of years of experience, for example '10'

10

Action Type	As Applicant		As Partner or Consortium Member	
	Number of project applications	Number of granted projects	Number of project applications	Number of granted projects
Small-scale partnerships in vocational education and training (KA210-VET)	0	0	1	0
Small-scale partnerships in adult education (KA210-ADU)	1	1	0	0
Small-scale partnerships in youth (KA210-YOU)	1	0	0	0
Newcomer organisation	No			
Less experienced organisation	Yes			

APOPSI ROMANIA SA (E10067431 - RO)

Partner organisation details

Legal name	APOPSI ROMANIA SA
Country	Romania
Region	București - Ilfov
City	Bucuresti
Website	www.apopsi.ro

Profile

Is the organisation a public body?	No
Is the organisation a non-profit?	No
Type of organisation	Small and medium sized enterprise

Background and experience

Please briefly present your organisation.

What are the organisation's main activities?

APOPSI ROMANIA SA operates in the fields of training, counselling, and ICT. The company provides services to companies and organizations, both public sector and private sector. Its main activities are:

1. Training particularly OSH
2. Career counselling, consulting and project management
3. Planning, implementation and evaluation of training programs for youth, for the unemployed, employees, freelancers, businessmen
4. Providing services to support youth employment, entrepreneurship and social inclusion
5. Planning, implementation and evaluation of e-learning platforms.
6. Design and development of digital educational content and applications

What are the organisation's activities in the field of this application?

APOPSI ROMANIA SA is a specialized OSH training provider offering comprehensive courses that cover a wide range of essential competencies. Their training programs equip participants with a deep understanding of OSH legislation, risk assessment techniques, and the development and implementation of effective prevention and protection plans. Additionally, APOPSI ROMANIA SA focuses on emergency management, training and awareness-raising, effective communication, inspection and auditing, documentation management, problem-solving, continuous evaluation, and adaptability. By mastering these critical areas, participants are well-prepared to promote safe and healthy working practices and address the evolving challenges of occupational safety and health.

What profiles and age groups of learners are concerned by the organisation's work?

The organization has trained more than 1,000 people across Romania in almost all business sectors (Tourism, Information Technology, Finance & Administration, Technical Professions, Manufacturing, Transportation, Health & Welfare, Agriculture professions, Environment, Pedagogics, Culture & Sport). Among these individuals, a particular focus than been given on disadvantaged categories, such as unemployed, single mothers, senior workers and Roma people.

How many years of experience does the organisation have working in the field of this application? Please reply with a number of years of experience, for example '10'

10

Action Type	As Applicant		As Partner or Consortium Member	
	Number of project applications	Number of granted projects	Number of project applications	Number of granted projects
Small-scale partnerships in adult education (KA210-ADU)	1	0	2	0
Small-scale partnerships in youth (KA210-YOU)	2	0	0	0
Small-scale partnerships in vocational education and training (KA210-VET)	0	0	1	0
Newcomer organisation		Yes		
Less experienced organisation		Yes		

Cooperation arrangements

How was the partnership formed? What are the strengths that each partner will bring to the project?

The TWS-Coaching consortium is comprised of three partners: Silaq from Italy, Saronis from Greece, and Apopsi from Romania. These institutions complement each other in terms of their needs, strengths, and previous experiences. The partnership was formed after staff members from all three organizations met at an OSH training and shared their concerns about the lack of safety culture among their trainees.

Silaq has a particular interest in the coaching methodology, having successfully employed it in pilot training programs. This experience has yielded positive feedback from both trainees and their colleagues. Silaq can share its insights with the consortium while also gaining a broader, European perspective on OSH methodologies and culture.

Saronis, a large organization with extensive experience, will contribute its strength in terms of reach and engagement, helping to amplify the impact of the TWS-Coaching initiative.

Apopsi, a relatively new organization, brings a fresh perspective thanks to its younger staff members. This will enrich the consortium with the insights of Gen Z representatives who are more familiar with contemporary language and trends.

All three institutions offer digital training and specialize in digital safety. They possess digital safety experts at various levels with complementary experiences.

At the time of this application, Silaq and Apopsi are considered newcomers to the E+ grants field, while Saronis has prior experience in EU-funded projects. To successfully manage all aspects of TWS-Coaching, Silaq will provide two experienced grant managers from a sister company.

How will you ensure sound management of the project and good cooperation and communication between partners during project implementation?

Silaq, as the designated coordinator, is responsible for overseeing the project management process. However, it's crucial to emphasize that all partners are equally committed to achieving the project's defined goals, activities, and indicators.

To ensure effective project management, Silaq will implement the following strategies:

- Centralized Access to Documents: All financial, legal, and contractual documents will be readily accessible to partners through a secure cloud platform. This ensures transparency and facilitates collaboration.
- GANTT Chart Management: The project's timeline, as outlined in the GANTT chart (Annex 1), will be regularly monitored and updated to reflect project progress. This allows for timely adjustments and effective resource allocation.
- Efficient Communication and Documentation: After each meeting, Silaq will distribute to-do lists and, for TPMs, meeting minutes. These documents will be shared through a task management software like Trello (subject to partner agreement) to ensure clear communication and accountability.
- Regular Evaluation: Bi-annual coordination evaluation questionnaires will be conducted to gather feedback from partners on the coordination process. This data will be used to identify areas for improvement.
- Dedicated Communication Channels: Specific email threads will be created for various aspects of the project, including TWS-Coaching implementation, online meetings, and administrative matters. This structured approach ensures efficient communication and traceability.
- Regular Monitoring Calls: Bi-monthly monitoring calls will be held among all project managers to discuss progress, address issues, and maintain alignment.
- Personalized Support: The coordinator will be available for one-on-one meetings to address individual concerns and provide personalized support throughout the project.

Please describe how you will use Erasmus+ platforms for preparation, implementation or follow-up of your project?

The TWS-Coaching consortium has effectively utilized and will continue to employ Erasmus+ platforms to support project preparation, implementation, and follow-up. These platforms have proven invaluable in streamlining project management, fostering collaboration, and disseminating project outcomes.

During the application phase, we extensively used the Erasmus+ Application Forms platform to submit our project proposal. This platform streamlined the process by ensuring all necessary information was provided and facilitating review by the Italian National Agency INAPP.

For project implementation, the Erasmus+ Mobility Tool+ (MOT) will be instrumental in tracking and monitoring mobility activities, including participant data, agreements, and financial aspects. This will ensure compliance with Erasmus+ guidelines and simplify administrative tasks.

To showcase project results and enhance their visibility, we will utilize the Erasmus+ Project Results Platform. This platform will allow us to share intellectual outputs, reports, and good practices with a wider audience. Additionally, the Erasmus+ Impact Tool will help us assess the project's impact, measure outcomes, and generate comprehensive reports.

To comply with Erasmus+ regulations, we will ensure the permanent display of the Erasmus+ emblem, the European flag, and the required disclaimer on our project materials. These elements will be visible on the EACEA website.

To maximize the project's impact, we will also upload the TWS-Coaching project and its outcomes onto the EPAL platform. This will expand our reach, contribute to the broader discourse on adult learning, and leverage EPAL's resources to strengthen our project's impact.

Please describe the tasks and responsibilities of each partner organisation in the project.

Silaq Consulting, based in Italy, serves as the project coordinator and is responsible for overseeing overall project management, financial administration, risk assessment, and quality control. It leads Activity 1, ensuring compliance with grant agreements, coordination of tasks, and financial oversight. Additionally, Silaq organizes the Kick-off meeting and the Final Partners Meeting to maintain alignment and progress. As the leader of the Think Tank (Activity 2), it conducts research, expert interviews, and best practice analysis to establish the coaching methodology. Furthermore, it manages dissemination strategies, including newsletters, visual identity, and website development. Silaq is also responsible for organizing the Local Event in Italy as part of Activity 5.

SARONIS, based in Greece, specializes in vocational training and workplace safety, contributing its expertise in modern participatory teaching methods. It leads Activity 4, which focuses on the development of the TWS-Coaching Video Course, managing content creation, video production, and translation efforts. Additionally, SARONIS provides quality assurance for project outputs, ensuring that training methodologies align with workplace needs. As part of its responsibilities, it organizes the Local Event in Greece within Activity 5.

APOPSI Romania SA, located in Romania, brings expertise in occupational safety and digital education. It leads Activity 3, which involves developing the Train the Trainer Kit, translating resources, and ensuring the content is adapted to different country contexts. Additionally, APOPSI supports the creation of content for training programs and digital safety. It is also responsible for organizing the Local Event in Romania as part of Activity 5.

Activities

All the activities of a Small-scale Partnership must take place in the countries of the organisations participating in the project. In addition, if duly justified in relation to the objectives or implementation of the project, activities can also take place at the seat of an Institution of the European Union, even if in the project there are no participating organisations from the country that hosts the Institution.

In the following sections, you are asked to provide details about each project activity.

You are asked to provide information about each planned activity as a whole (e.g. its venue, duration, etc.), to define the activity's lead organisation, and optionally to list the other participating organisations. The lead organisation is typically the one organising the activity. The other participating organisations are all other project partners who will also take part in the particular activity. The estimated activity start and end dates can be changed during implementation.

Please include in the section below all planned activities and indicate the grant amount allocated to each one. Keep in mind that the total amount should be equal to the Project lump sum requested.

Activity Title	Estimated start date	Estimated end date	Activity duration (in days)	Grant amount allocated to the activity (EUR)
A1 - MANAGEMENT	01/11/2025	28/02/2027	485	10 080,00
A2 - TWS-Coaching Expert led Think Thank	01/12/2025	28/02/2027	455	11 500,00
A3 - TWS-Coaching Train the Trainer Kit	01/04/2026	28/02/2027	334	10 410,00
A4 - TWS-Coaching Video course	01/07/2026	28/02/2027	243	10 408,00
A5 - TWS-Coaching Local events and Final Partners Meeting	01/06/2026	28/02/2027	273	17 602,00
Total			1790	60 000,00

Activity Details (A1 - MANAGEMENT)

Please complete the following table

Activity Title	A1 - MANAGEMENT
Venue	Virtual activity
Estimated start date	01/11/2025
Estimated end date	28/02/2027
Leading Organisation	Silaq consulting
Participating Organisations	APOPSI ROMANIA SA (Romania) SARONIS ANONIMI TECHNIKI EMPORIKI VIOMICHANIKI ETAIRIA (Greece)
<u>Grant amount allocated to the activity</u>	10 080,00 €

Describe the content of the proposed activity.

As the project coordinator, SILAQ plays a pivotal role in overseeing the successful implementation of the TWS-Coaching project. This includes responsibilities such as project management, performance monitoring, financial management, quality assurance, risk management, dissemination coordination, contingency planning, and funding administration. The overarching goal is to ensure the project's optimal effectiveness and efficiency.

Key Responsibilities of SILAQ:

Adherence to Grant Agreement: Ensure that all project activities align with the terms and conditions outlined in the Grant Agreement.

Workflow Management: Monitor project progress and outcomes, making necessary adjustments to the agreed-upon GANTT chart (Annex 1) as needed.

Financial Oversight: Supervise the financial aspects of the project, ensuring proper management and reporting.

Coordination and Communication: Organize and lead bi-monthly meetings with project partners to discuss progress, make decisions, and resolve any issues. Manage all communications with INAPP and prepare and submit progress reports. Ad hoc meetings in case of need. The Final meeting will ensure correct closure of the project life span and Silaq will organize at M8 mid-project review sessions, where feedback from early activities (like the think tank) is used to refine later activities (like the video course and local event). This iterative feedback process ensures adaptability to unforeseen challenges.

Technical Coordination: Provide technical support to ensure the smooth implementation of project activities.

Project Kick-Off and Initial Tasks: The project will commence with an online meeting organized by SILAQ as the coordinator. This meeting will address key areas such as task and budget management, communication strategies, visual identity, and dissemination plans.

Breakdown of A1 Responsibilities:

- A1.1 Project Management
- A1.2 Financial Management
- A1.3 Quality Assurance
- A1.4 Dissemination
- A1.5 Project meetings

Describe the target group for this activity. Who is going to take part and who is going to benefit from the results?

A1 is directed at the consortium members, which are the collaborating institutions' project managers, instructors educators, and researchers. The necessary people will be hired by each institution in accordance with the particular activities. The target group will indirectly benefit from the project's effective management and implementation because guarantee the timely completion of project milestones and the maintenance of exceptional quality standards.

Explain how is this activity going to help to reach the project objectives.

SILAQ will develop a comprehensive project management strategy, while SARONIS will create a quality assurance plan to ensure that project outputs meet the highest standards and are relevant to the target audience. APOPSI will focus on developing a sustainability and exploitation plan to guarantee the project's long-term viability and impact. Additionally, a risk assessments will be conducted to identify and mitigate potential challenges.

To ensure project effectiveness, we will prioritize stakeholder engagement and communication through each partner's established social media channels and existing newsletters.

For efficient collaboration, project materials will be stored in a shared folder accessible to all consortium members. SILAQ will produce meeting minutes, recordings, and attendance sheets to facilitate communication and accountability. Task lists and work schedules will be created and shared with partners to ensure clear expectations and timely progress.

A dissemination plan will be developed by SILAQ to maximize the visibility and accessibility of project deliverables.

Dissemination will mainly happen in partners national languages. The project coordinator will oversee the scheduling and management of online meetings, allowing for monitoring workflow, progress assessment, and addressing challenges.

Describe the expected results of the activity.

TANGIBLE results:

- Project schedule
 - Financial papers and Grant Agreements - A project Gantt chart (Annex 1)
 - To-do lists for projects (by SILAQ) Plan for dissemination (by SILAQ) - Plan for Quality Assurance (by SARONIS)
 - Project official records, including interim and final reports (SILAQ) - Visual identity and project logo (by APOPSI)
- Templates and supporting materials for meetings

INTANGIBLE results

- Improved cooperation and involvement of project teams
- Better understanding of the project documentation, the procedure, and the timeframe
- Effective management of project development, allowing the sharing of best practices and novel project management techniques
- Monitoring the results and implementation for quality
- Effective project communication within the project and external dissemination Increased chances of project sustainability and scalability

Please describe how you determined the grant amount attributed to this activity.

The provided budget allocation for Activity 1 (Management) details the financial resources allocated to each partner. The budget is calculated based on a standardized daily rate of 210 Euro per working day of 1 staff member and the number of months involved (24 for A1), and the average working days per month for each partner. Silaq, with a full working day per month, receives the highest allocation of 5040 Euro. APOPSI and SARONIS, working half a day per month, receive 4520 and 2520 Euro respectively. This allocation ensures a fair distribution of resources based on the workload and specific needs of each partner. The overall requested amount for A1 is Euro 10080, equalling of 16,8% of the overall project budget, including website development and all administrative, coordination and reporting activities.

Activity Details (A2 - TWS-Coaching Expert led Think Thank)

Please complete the following table

Activity Title	A2 - TWS-Coaching Expert led Think Thank
Venue	Italy
Estimated start date	01/12/2025
Estimated end date	28/02/2027
Leading Organisation	Silaq consulting
Participating Organisations	APOPSI ROMANIA SA (Romania) SARONIS ANONIMI TECHNIKI EMPORIKI VIOMICHANIKI ETAIRIA (Greece)
Grant amount allocated to the activity	11 500,00 €

Describe the content of the proposed activity.

Activity 2 of the TWS-Coaching project involves an expert-led think tank focused on how to implement safety coaching in SMEs with a particular focus on safe use of digital technologies. The specific activities within this component include:

A2.1 Questionnaires: The development and administration of questionnaires to gather data and insights related to safety coaching practices, challenges, and effectiveness. Regional focus will also be considered to better decline the questions to the specific needs of the 3 participating countries.

A2.2 Interviews: Conducting interviews with experts in the field of safety coaching to gain in-depth knowledge and perspectives on the subject.

A2.3 Best Practices Collection: Identifying and documenting best practices in safety coaching, including successful case studies and innovative approaches.

A2.4 Case Studies Recording: Collecting and analyzing case studies of safety coaching interventions to understand their impact and outcomes.

A2.5 Report Drafting: Preparing a draft report summarizing the findings of the think tank activities, including the results of questionnaires, interviews, and case study analysis.

A2.6 Report Finalization: Finalizing the report, incorporating all results and recommendations, and ensuring it meets the required standards and quality.

Describe the target group for this activity. Who is going to take part and who is going to benefit from the results?

Participants to A2 will be 2 OSH trainers per partner (6 overall), with significant experience in OSH training and/or digital safety on the job. Silaq chosen participants will also be trained in coaching and will contribute to the think tank by sharing their experiences. In addition, Silaq will involve a professional coach to empower participants with knowledge and practical advice on this methodology. Silaq will also invite a keynote speaker from its staff to lead the discussion about digital safety. In total 6 OSH trainers and 1 coach will participate in the Think Tank. In addition, 1 project manager from Silaq will support the coordination of A2 tasks, to secure the results on time and on budget delivery according to the highest possible standards. It is estimated that the report will be shared with around 100 SMEs and 1500 individuals in Italy, Greece and Romania, thanks to the partners' pre-existing networks of relevant stakeholders. The best practices identification and the case study reporting will also involve around 60 individuals active in the OSH field.

Explain how is this activity going to help to reach the project objectives.

TWS-Coaching project's objective is to foster a culture of safety at work through the coaching methodology, with a particular focus on safe use of digital technologies.

The Think Tank is the backbone of this initiative, as through the production of this result, partners will prepare the ground for impact. More specifically, thanks to quantitative (questionnaires) and qualitative (interviews) data gathering and analysis, then conveyed into the report, partners will benefit from an up-to-date dataset and a contemporary picture about the OSH culture and coaching state of the art, highlighting in particular the safety challenges posed by the digital revolution.

While the project has a broad European scope, SMEs in the 3 partner countries unique safety challenges are posed by national peculiarities. the consortium will develop regional case studies for customizing the questionnaire content to specific local legal frameworks.

Describe the expected results of the activity.

TANGIBLE Results of A2 will be:

- Comprehensive Report: A detailed report outlining the findings, recommendations, and best practices identified through the think tank activities.
- Questionnaire Data: A dataset containing responses from the questionnaires administered to participants, providing valuable insights into safety coaching perceptions and practices.
- Interview Transcripts in national languages: Transcripts of interviews with safety coaching experts, capturing their knowledge, experiences, and recommendations.
- Case Study Collection: A compilation of documented case studies showcasing successful safety coaching implementations and their outcomes.

INTANGIBLE Results of A2 will be:

- Enhanced Understanding of Safety Coaching: A deeper understanding of the principles, techniques, and benefits of safety coaching among participants and stakeholders.
- Identification of Key Challenges: Identification of common challenges and barriers faced by organizations in implementing effective safety coaching programs.
- Development of Best Practices: Establishment of a set of recommended best practices for safety coaching, based on expert insights and case study analysis.
- Strengthened Collaboration: Fostering collaboration and knowledge sharing among safety coaching experts and practitioners.
- Increased Awareness of Safety Coaching: Raising awareness of the importance of safety coaching as a tool for improving workplace safety and performance.

Please describe how you determined the grant amount attributed to this activity.

The grant amount attributed to each partner for Activity 2 (TWS-Coaching Expert Led Think Tank) was determined based on the following factors:

Cost per Day: A standardized daily rate of 210 Euros was established for each working day.

Number of Months: The project duration for Activity 2 was 10 months.

Working Days per Month: Each partner's contribution was measured in working days per month. SILAQ was allocated 2 working days per month, while SARONIS and APOPSI were allocated 1.5 working days each per month.

Leadership: An additional leadership allocation of 1000 Euros was granted to SILAQ, recognizing their lead role in coordinating and facilitating the think tank activities.

A2's budget breakdown is as follows:

SILAQ: $(210) * (2 \text{ days/month}) * (10 \text{ months}) + 1000 \text{ Euros} = 5200 \text{ Euros}$

SARONIS: $(210 \text{ Euros/day}) * (1.5 \text{ days/month}) * (10 \text{ months}) = 3150 \text{ Euros}$

APOPSI: $(210 \text{ Euros/day}) * (1.5 \text{ days/month}) * (10 \text{ months}) = 3150 \text{ Euros}$

Therefore, the total grant amount for Activity 2 is 11,500 Euros.

Activity Details (A3 - TWS-Coaching Train the Trainer Kit)

Please complete the following table

Activity Title	A3 - TWS-Coaching Train the Trainer Kit
Venue	Romania
Estimated start date	01/04/2026
Estimated end date	28/02/2027
Leading Organisation	APOPSI ROMANIA SA (Romania)
Participating Organisations	SARONIS ANONIMI TECHNIKI EMPORIKI VIOMICHANIKI ETAIRIA (Greece) Silaq consulting (Italy)
<u>Grant amount allocated to the activity</u>	10 410,00 €

Describe the content of the proposed activity.

Activity 3 focuses on the development and dissemination of a Train the Trainer Kit. The specific sub-tasks are:

A3.1 Drafting the Kit's Content: This involves creating the content of the kit based on the findings and recommendations from Activity 2 (TWS-Coaching Expert Led Think Tank). The content will be aligned with the A2.5 report, which summarizes the results of the think tank activities, and supervised by expert OSH trainers and coaches. In addition, the contribution of a digital safety expert employed by Silaq will be included. Indicative content (not exhaustive list): what is coaching, how to apply it in OSH training, the benefits thereof, practical examples for best practices (A2.3), safety in the use of digital technologies (including examples of cybersecurity breaches, phishing attacks, or data breaches in SMEs), etc. While the project has a broad European scope, SMEs in different regions may face unique safety challenges. Regional case studies for customizing the content to specific local legal frameworks will be included.

A3.2 Partners' Proofreading and Feedback: The draft kit will be shared with all project partners for review and feedback. This collaborative process ensures that the kit is comprehensive, accurate, and relevant to the needs of OSH professionals and safety officers in SMEs.

A3.3 Graphic Layout: Once the content is finalized, the kit will be designed with an appropriate graphic layout to make it visually appealing and engaging. This will include using images, illustrations, and clear headings and subheadings.

A3.4 Translation: The kit will be translated into the languages of partners to ensure its accessibility and usability by a wider audience.

A3.5 Transmission to Partners' Stakeholders: The completed Train the Trainer Kit will be distributed to the stakeholders of each partner organization. This includes OSH professionals, safety officers, and company HRs and managers.

Describe the target group for this activity. Who is going to take part and who is going to benefit from the results?

The direct target group for A3 Train the Trainer Kit is OSH trainers/ SMEs safety officers and/or digital safety officers. These individuals are responsible for implementing safety coaching programs within their companies and will be empowered through the Kit to approach safety through a coaching methodology. This will foster a culture of safety on the job and ultimately benefit all workers. A particular focus will be given to SMEs and safety in the use of digital technologies.

We expect around 100 members of the TG will benefit from the Kit by downloading it from the partners' website or by being reached by the ad hoc dissemination actions (SM posts and newsletters).

By participating in the training provided by the kit, OSH professionals will benefit from:

Enhanced Knowledge and Skills: They will gain a deeper understanding of safety coaching principles, techniques, and best practices.

Improved Training Delivery: They will learn how to effectively design, deliver, and evaluate safety coaching programs.

Increased Impact: They will be better equipped to implement safety coaching initiatives that lead to positive changes in workplace safety and performance.

The indirect target group of A3 is all safety officers and ultimately all workers that will be trained by the OSH trainers who previously were exposed to the Kit. They will be approached with a coaching rather than a dogmatic approach to safety and will be empowered to be safe and spread a culture of safety on the job.

Explain how is this activity going to help to reach the project objectives.

Activity 3, the TWS-Coaching Train the Trainer Kit, is essential for fostering a culture of safety at work, especially in today's digital age. By equipping OSH trainers with the necessary tools and knowledge, the kit empowers them to implement effective safety coaching programs within their organizations. This, in turn, enables OSH trainers to adopt a coaching methodology that fosters a proactive and employee-centered approach to safety, leading to increased employee engagement, improved communication, and a stronger safety culture.

Training OSH trainers in coaching methodology is crucial. Coaching empowers OSH trainers to move away from a traditional, top-down approach to safety, focusing instead on facilitating learning, encouraging self-reflection, and promoting behavioral change. This approach helps employees develop the necessary skills and motivation to identify and address safety hazards, leading to a more sustainable and effective safety culture. In addition, awareness will be rose on digital

safety by including case studies of cybersecurity breaches, phishing attacks, or data breaches in SMEs. Given the increasing reliance on digital technologies in the workplace, training OSH trainers on digital safety is equally important. Organizations can better protect their employees from cyber threats, data breaches, and other digital hazards by equipping OSH trainers with the knowledge and skills to address digital safety risks. This includes training OSH trainers on topics such as cybersecurity best practices, privacy regulations, and the ergonomic risks associated with prolonged computer use.

Describe the expected results of the activity.

Tangible Results:

TWS-Coaching Train the Trainer Kit (PDF): A (around) 10-page, professionally formatted document containing comprehensive training materials, exercises, and resources for OSH trainers. It will be in English, Italian, Greek and Romanian. Featured modules (by means of example) will be: what is coaching, how to apply it in OSH training, the benefits thereof, practical examples of best practices (A2.3), safety in the use of digital technologies, etc

Intangible Results:

- Enhanced OSH Trainer Skills: OSH trainers will better understand safety coaching principles, techniques, and best practices.
- Improved Safety Coaching Implementation: Organizations will be better equipped to implement effective - safety coaching programs.
- Increased Employee Engagement: Safety coaching will foster a more engaging and personalized learning experience, leading to greater employee buy-in and participation in safety initiatives.
- Enhanced Safety Culture: A stronger safety culture will be fostered within organizations, characterized by a proactive and employee-centered approach to safety.
- Improved Digital Safety Practices: Organizations will be better equipped to address the unique challenges and risks associated with digital technologies, leading to safer and more secure workplaces.
- Wider Dissemination of Safety Coaching Knowledge: The Train the Trainer Kit will contribute to increased awareness and adoption of safety coaching in various industries and regions.

Please describe how you determined the grant amount attributed to this activity.

The grant amount attributed to each partner for Activity 3 (TWS-Coaching Train the Trainer Kit) was determined based on the following factors:

Cost per Day: A standardized daily rate of 210 Euros was established for each working day.

Number of Months: The project duration for Activity 3 was 9 months.

Working Days per Month: Each partner's contribution was measured in working days per month. SILAQ: 1.5, SARONIS: 2, APOPSI: 1.5, each per month.

Leadership: An additional leadership allocation of 1000 Euros was granted to APOPSI, recognizing their lead role in coordinating and facilitating the Kit development activities.

A3's budget breakdown is as follows:

Cost per Day: 210 Euros

Number of Months: 9

Working Days per Month: SILAQ: 1.5, SARONIS: 2, APOPSI: 1.5 Leadership Sum: 1000 Euros (APOPSI only)

Calculation:

SILAQ: $(210) * (1.5) * (9) = 2835$ Euros

SARONIS: $(210) * (2) * (9) = 3780$ Euros

APOPSI: $(210) * (1.5) * (9) + 1000 = 3835$ Euros

Total Budget: $2835 + 3780 + 3835 = 10,410$ Euros.

This Activity will have 17,35% of the overall TWS-Coaching requested budget.

Activity Details (A4 - TWS-Coaching Video course)

Please complete the following table

Activity Title	A4 - TWS-Coaching Video course
Venue	Greece
Estimated start date	01/07/2026
Estimated end date	28/02/2027
Leading Organisation	SARONIS ANONIMI TECHNIKI EMPORIKI VIOMICHANIKI ETAIRIA (Greece)
Participating Organisations	APOPSI ROMANIA SA (Romania) Silaq consulting (Italy)

Grant amount allocated to the activity 10 408,00 €

Describe the content of the proposed activity.

Activity 4 of the TWS-Coaching project focuses on the creation and dissemination of a video course on safety coaching. The specific sub-tasks are:

A4.1 Content Definition involves defining the content and structure of the video course, ensuring that it aligns with the overall objectives of the project and the results from previous activities.

A4.2 Script Drafting outlining the key messages, examples, and exercises to be included. The draft will be approved by all partners at an ad hoc online meeting.

A4.3 Clips Recording: The script will be brought to life through the recording of video clips featuring experts, trainers, and real-world examples of safety coaching in action. Each partner will involve 2 people in the recording and will care for their modules according to a similar template and technical guidelines (care of SARONIS) to ensure consistency. Clips will be recorded in English. We estimate around 10 clips (= short modules) of 10/15 minutes each.

A4.5 Script Translation: The video course scripts will be translated into the languages of all partners (Italian, Romanian and Greek) to ensure its accessibility to a wider audience.

A4.6 Upload on YouTube and Transmission to Partners' Stakeholders: Once the video course is completed, it will be uploaded to YouTube and shared with the stakeholders of each partner organization. This will allow for easy access and distribution of the training material. The foreseen dissemination means will be a dedicated newsletter (in national language) to be sent to around 1000 relevant and GDPR compliant addresses. Partners will also ensure the video link on their website and SM coverage on their account in national languages.

Describe the target group for this activity. Who is going to take part and who is going to benefit from the results?

The target group for this video course is primarily OSH professionals within the partner organizations. These individuals will be responsible for implementing safety coaching programs within their companies.

By participating in the video course, OSH professionals will benefit in several ways:

Enhanced Knowledge and Skills: They will gain a deeper understanding of safety coaching principles, techniques, and best practices.

Improved Training Delivery: They will learn how to effectively design, deliver, and evaluate safety coaching programs.

Increased Impact: They will be better equipped to implement safety coaching initiatives that lead to positive changes in workplace safety and performance.

Additionally, the video course can benefit a wider audience, including SMEs' safety offices, managers, HR managers, company executives, workers, and other stakeholders who are interested in improving workplace safety and promoting a positive safety culture.

The partners will distribute the video course to their managerial level staff members as compulsory training thus to be run during work hours. This will secure the attention and participation (and impact) of around 30 managers from 3 different states. In addition, the consortium estimates that around 100 individuals will follow the video course on YouTube thanks to the dissemination activity they will conduct ad hoc.

Explain how is this activity going to help to reach the project objectives.

The TWS-Coaching Video Course is a short training program designed to empower OSH professionals to foster a culture of safety within the organizations they work with. By providing them with the tools and knowledge to implement effective safety coaching programs, the course equips OSH professionals to shift from a traditional, compliance-based approach to safety towards a more proactive and employee-centered approach.

The course delves into the key principles and techniques of safety coaching, offering practical guidance on how to apply these methods in various workplace settings. It emphasizes the importance of active listening, empathy, goal setting, and providing constructive feedback. Additionally, the course addresses the urgent challenges and risks associated with digital technologies in the workplace, offering strategies for promoting safe digital work habits and addressing emerging safety concerns.

By sharing real-world examples and best practices (A2), the TWS-Coaching Video Course provides OSH professionals with valuable insights and lessons learned from successful safety coaching implementations. This enables participants to apply the course content to their own specific contexts and develop tailored safety coaching strategies. Upon completion of the course, OSH professionals will be better equipped to:

- Foster a proactive safety culture: By emphasizing employee engagement, collaboration, and continuous learning, the course helps organizations shift from a reactive to a proactive approach to safety.
- Improve employee engagement: Safety coaching can create a more positive and supportive work environment, leading to increased employee morale, job satisfaction, and commitment to safety.
- Enhance communication and collaboration: Effective safety coaching promotes open communication and collaboration between employees and management, fostering a culture of trust and mutual respect.

Describe the expected results of the activity.

The main TANGIBLE result of A3 will be a video course on YouTube composed of around 10 modules of 10/15 minutes each in English, accompanied by a translated script in 3 languages (Italian, Romanian and Greek). Modules will be scripted

and recorded by all partners, under SARONIS guidance and with similar templates. Sample modules structure will be:

Module 1: Introduction to Coaching

- Definition and principles of coaching
- Key differences between coaching and traditional training methods
- The role of the coach in fostering learning and development

Module 2: Applying Coaching to OSH Training

- Tailoring coaching techniques to the specific needs of OSH professionals - Creating a supportive and collaborative coaching environment
- Setting clear goals and objectives for coaching sessions

Module 3: Benefits of Coaching in OSH

- Improved employee engagement and motivation
- Enhanced safety performance and accident prevention
- Development of leadership skills within the organization
- Fostering a culture of continuous learning and improvement

Module 4: Practical Examples of Best Practices

- Case studies of successful safety coaching implementations.
- Lessons learned and key takeaways from real-world examples - Strategies for overcoming common challenges in safety coaching

Module 5: Safety in the Use of Digital Technologies

- Identifying and addressing digital safety risks in the workplace
- Integrating digital tools into safety coaching programs
- Promoting safe and healthy digital work habits

Please describe how you determined the grant amount attributed to this activity.

Cost per Day: A standardized daily rate of 210 Euros is applied to all partners. This represents the estimated cost of labor, materials, and overhead associated with the video course development and production.

Number of Months: The project duration is 7 months for all partners.

Working Days per Month: The average number of working days per month varies slightly between partners:

SILAQ: 3 days/month

SARONIS: 1.7 days/month

APOPSI: 1.7 days/month

Leadership Sum: An additional 1000 Euros is allocated to SARONIS for leadership and coordination efforts related to the video course.

Calculation of Budget Allocation:

Total Working Days:

SILAQ: 3 days/month * 7 months = 21 days

SARONIS: 1.7 days/month * 7 months = 11.9 days (rounded to 12 days)

APOPSI: 1.7 days/month * 7 months = 11.9 days (rounded to 12 days)

Budget Allocation:

SILAQ: 21 days * 210 Euros/day = 4410 Euros

SARONIS: 12 days * 210 Euros/day + 1000 Euros = 3999 Euros

APOPSI: 12 days * 210 Euros/day = 2499 Euros

The combined budget for all three partners is 4410 Euros + 3999 Euros + 2499 Euros = 10,908 Euros. It represents the 18.8% of the overall requested budget for TWS-Coaching.

Activity Details (A5 - TWS-Coaching Local events and Final Partners Meeting)

Please complete the following table

Activity Title	A5 - TWS-Coaching Local events and Final Partners Meeting
Venue	Italy
Estimated start date	01/06/2026
Estimated end date	28/02/2027
Leading Organisation	Silaq consulting
Participating Organisations	APOPSI ROMANIA SA (Romania) SARONIS ANONIMI TECHNIKI EMPORIKI VIOMICHANIKI ETAIRIA (Greece)
Grant amount allocated to the activity	17 602,00 €

Describe the content of the proposed activity.

Activity 5 of the TWS-Coaching project focuses on organizing and conducting local events related to safety coaching. The specific sub-tasks are:

A5.1 Events Template Design: Creating a standardized template for designing and organizing local events, ensuring consistency and efficiency. Silaq will distribute to partners, who will give feedback, proposals for content of the events, keynote speakers' profiles (OSH professionals, safety officers, experienced coaches and digital safety experts), template agenda e feedback forms to be translated into national languages and distributed among participants after the event. In the events, all results of TWS-Coaching will be made available to the audience in digital format for their testing, feedback and adoption.

A5.2 Events' Promotion: Promoting the events in the 3 national languages, through partners' social media accounts, 1 detailed newsletter and save-the-date emails.

A5.3 Event in Italy: Organizing a local safety coaching event in Italy, including selecting a venue, inviting speakers, and managing logistics. 3 speakers and 15 participants

A5.4 Event in Greece: Organizing a similar event in Greece, tailored to the specific needs and interests of the Greek audience. 3 speakers and 15 participants

A5.5 Event in Romania: Organizing a local event in Romania, following the same principles and guidelines established for the events in Italy and Greece. 3 speakers and 15 participants

Overall 9 speakers and 45 participants.

A5.6 Follow-up Questionnaire: Silaq will develop and each partner will translate and administer a questionnaire to gather feedback from participants and evaluate the effectiveness of the events.

A5.7 Partners' meeting in Milan, organized by Silaq. 2 relevant participants per partner, 2 days (0,5 days devoted to scale up).

Describe the target group for this activity. Who is going to take part and who is going to benefit from the results?

The target group for Activity 5 (TWS-Coaching Local Events) will be on the one hand the 45 participants (managers, HRs and executives). They will be exposed to the TWS-Coaching mission (enhancing a culture of safety in SMEs with a particular focus on digital technologies) and will have the opportunity to discover our results. In addition, they will liaise with the 9 speakers, experts from the safety field, such as OSH professionals from the partner organizations, Safety officers in SMEs, Experienced coaches in the field of occupational safety and health and digital safety experts.

The consortium, led by Silaq, will strive to involve the same individuals already invited to take part to the Think Tank (A2) to ensure consistency and creation of strong professional relations.

The dissemination of the events will be supported by at least 2 communication experts and graphic designers part of Silaq staff.

A5.7 is the partners' final meeting. Participants to this activity will be 6 TWS-Coaching staff (2 per partner). The meeting will be hosted by Silaq in Milan and will last 2 days.

Explain how is this activity going to help to reach the project objectives.

Activity 5: TWS-Coaching Local Events is a crucial component of the project, fostering a collaborative community, raising awareness of safety coaching principles, showcasing successful initiatives, gathering valuable feedback, and building partnerships. By creating a supportive environment for networking, knowledge sharing, and practical application, these events contribute significantly to a stronger safety culture and improved workplace safety practices.

Through the local events, participants can gain valuable insights, learn from best practices, and connect with like-minded professionals, ultimately empowering each other to enhance safety in their SMEs as a corporate objective rather than a mere obligation.

In addition, TWS-Coaching objective will be pursued through A5 also by showcasing the project's results to a wider, interested audience. Participants to the events will be encouraged to download the Kit and follow the Video Course. Those individuals will act as testimonials for the project and spread the news among their networks so that even more individuals will be able to benefit from the project concept and results.

The final Partners Meeting (A5.7) will secure the project completion on time and on budget, offer partners the occasion for developing follow-up consideration and possibly explore how to scale TWS-Coaching up thanks to subsequent, connected initiatives, in the field of safety culture.

Describe the expected results of the activity.

TANGIBLE Results:

- Event Agendas: Detailed agendas for each of the three local events, outlining the topics, speakers, and activities.
- Questionnaire Data: Data collected from the follow-up questionnaires administered to event participants, providing insights into their satisfaction, learning, and recommendations.

INTANGIBLE Results:

- Increased Awareness of Safety Coaching: Greater visibility and understanding of safety coaching principles and their benefits among OSH professionals, safety officers, and company stakeholders.
- Enhanced Networking and Collaboration: Stronger connections and partnerships among participants, fostering a more collaborative and supportive community within the field of occupational safety and health.
- Improved Safety Practices: Adoption of safety coaching principles and techniques within organizations, leading to

improved workplace safety performance and reduced accidents.

- Positive Impact on Employees: Enhanced employee engagement, motivation, and job satisfaction through the implementation of safety coaching programs.

- Strengthened Safety Culture: A more proactive and employee-centered safety culture within participating organizations, characterized by open communication, collaboration, and a commitment to continuous improvement.

Please describe how you determined the grant amount attributed to this activity.

The grant amount attributed to each partner for Activity 5 (TWS-Coaching Local Events) was determined based on the following factors:

Cost per Day: A standardized daily rate of 210 Euros was established for each working day.

Number of Months: The project duration for Activity 5 was 8 months.

Working Days per Month: Each partner's contribution was measured in working days per month. SILAQ was allocated 2 working days per month, while SARONIS and APOPSI were allocated 1.7 working days each per month.

Leadership Sum: An additional 1000 Euros was granted to SILAQ for their leadership role in coordinating and facilitating the local events.

Partners' Meeting Support: Euros was allocated to SILAQ for organizing the meeting, 1250 to APOPSI and SARONIS to support their travel, accommodation, transport and food in Milan for 2 working days for 2 people.

Events: A fixed amount of 1500 Euros was allocated to each partner for organizing their respective local events. It will cover the keynote speakers reimbursement, their food, prints, coffee break for all participants, recording services and streaming ones for additional online participation.

Calculation:

SILAQ: $(210 \text{ Euros/day}) * (2 \text{ days/month}) * (8 \text{ months}) + 1000 \text{ Euros} + 530 \text{ Euros} + 1500 \text{ Euros} = 6390 \text{ Euros}$

SARONIS: $(210 \text{ Euros/day}) * (1.7 \text{ days/month}) * (8 \text{ months}) + 1250 \text{ Euros} + 1500 \text{ Euros} = 5606 \text{ Euros}$

APOPSI: $(210 \text{ Euros/day}) * (1.7 \text{ days/month}) * (8 \text{ months}) + 1250 \text{ Euros} + 1500 \text{ Euros} = 5606 \text{ Euros}$

Total Grant Amount: The total grant amount for Activity 5 is $6390 \text{ Euros} + 5606 \text{ Euros} + 5606 \text{ Euros} = 17,602 \text{ Euros}$. It equals to the 29% of the overall requested budget.

Budget Summary

This section provides a summary of the estimated project budget. The table is automatically completed taking into account the described project activities and their estimated cost.

Activities	Estimated cost (EUR)
A1 - MANAGEMENT	10 080,00
A2 - TWS-Coaching Expert led Think Thank	11 500,00
A3 - TWS-Coaching Train the Trainer Kit	10 410,00
A4 - TWS-Coaching Video course	10 408,00
A5 - TWS-Coaching Local events and Final Partners Meeting	17 602,00
Total	60 000,00
Project lump sum	60 000,00 €

Impact and Follow-up

How will you know if the project has achieved its objectives? What tools or methods will you use?

To effectively measure the impact of the TWS-Coaching project, a comprehensive set of KPIs should be established. These KPIs should align with the project's objectives and provide insights into the project's effectiveness in fostering a safety culture, improving workplace safety performance, and enhancing employee engagement.

The final survey distributed among participants to the events (A5) will be a fundamental tool for assessing TWS-Coaching's success and impact. More specifically, data will be gathered in digital form (GForms) and then conveyed in a spreadsheet. This document will allow partners guided by Silaq to analyse data and detect trends. From the trends, the consortium will evaluate if the originally set KPIs have been met, to what degree, which are the success factors and the crisis ones. More specifically, KPIs will be (by means of example, as many other will be proposed during the partners online meeting when the questionnaire will be developed):

- Videocourse visualization and completion rate: 100 - 85%
- Think Tank attendance: 2 experts per partner, totalling 6
- Kit pagecount: at least 10
- N of people reached by the Kit: >100
- Declared adoption of coaching methodology in companies after exposure to TWS-Coaching: >65%
- Positive feedback on the quality and relevance of the results by TG members: >75%
- Declared enhanced safety in the use of digital tools: >65%
- Final partners meeting participants: >6
- N of newsletters in national languages: 3
- N of GDPR-compliant email addresses reached: >1000
- N of SM posts in national languages on partners' SM channels: >15 overall (>5 per partner)
- N of interactions on partners SM posts on TWS-Coaching: >50
- N of participants to the local events: 45+
- N of keynote speakers to the local events: 9+
- N of collected questionnaires at the end of the local events: 45+
- Overall participants satisfactions: >75%

Partners will meet routinely every 4 months to assess the progress of the initiative + ad hoc meeting (collegial or 1to1) will be organized in case of need. Additionally, a mid-project review sessions, where feedback from early activities (like the think tank) is used to refine later activities (like the video course). This iterative feedback process ensures adaptability to unforeseen challenges.

How will the participation in this project contribute to the development of the involved organisations in the long-term? Do you have plans to continue using the results of the project or continue to implement some of the activities after the project's end?

TWS-Coaching tangible and intangible results were designed for sustainability since an early stage of the initiative. The Kit will be freely downloadable from the partners' websites permanently and the Video course will be hosted for free on the YouTube platform indeterminately. Partner organizations will continue researching the topic of safety culture as it represents their core mission; more specifically, after the project they will be empowered thanks to the coaching methodology. In addition, they will be even more familiar with the safety standards in the use of digital technologies. The Think Tank (composed of 6 experts from the 3 institutions) is an important aspect for TWS-Coaching initiative continuation. They will keep their connections and explore scalability and sustainability options.

SILAQ will exchange its good partners with the consortium, expanding its international network and learning from the partnering institutions alternative ways to offer safety training, especially in the use of digital technologies, in European SMEs. In addition, Silaq will gauge experience in international project coordination and in the E+ program.

APOPSI will upskill its staff thanks to the participation in TWS-Coaching as they will learn how to better use the coaching methodology. In return, APOPSI will share its experience in digital safety and safety culture on the job.

SARONIS will gain experience in the E+ program and strengthen its international network. In addition, they will learn how to participate in international projects, on the coaching methodology. They will share their experience in events organization and video course creation.

Please describe your plans for sharing and use of project results.

- How will you make the results of your project known within your partnership, in your local communities and in the wider public? Who are the main target groups you would like to share your results with?
- Are there other groups or organisations that will benefit from your project? Please explain how.

Given the technical nature of the project content, it's advisable to focus dissemination efforts primarily on individuals and entities already interested in the field of occupational safety and health. This targeted approach will ensure that the information reaches those who can benefit the most from it. Within the partnership, regular communication will be maintained through cloud platforms, bi-monthly virtual meetings, and periodic evaluations. This will ensure all partners (Silaq, Saronis, and Apopsi) are aligned with project progress. The partners, at the final meeting in Milan, will be setting up a

TWS-Coaching interest group, where safety officers and trainers will continue sharing insights and resources beyond the project's lifespan. A professional LinkedIn group or a digital platform to engage participants over the long term will also be created to add value to the sustainability and scalability of the initiative.

Key Dissemination Channels and Metrics:

- Newsletters: Distribute three newsletters in each national languages to target audiences, including OSH professionals, SMEs, and policymakers.
- Email Outreach: Reach out to a targeted list of over 1000 GDPR-compliant email addresses to share project updates and resources.
- Social Media: Utilize partners' social media channels to promote the project and its outcomes. Aim for at least 15 posts per partner, generating over 50 interactions overall.
- Local Events: The local events organized as part of Activity 5 will serve as a platform to reach an interested target audience and generate additional visibility.
- Video Course Publication: Uploading the video course on YouTube will make it accessible to a wider audience, including those who may not have been directly targeted through other channels.

For local communities, each partner will organize events in their respective countries (Italy, Greece, and Romania). These events will target SMEs, safety officers, and HR managers to demonstrate the benefits of the coaching methodology, introduce the Train the Trainer Kit, and showcase the video courses. Digital materials, including training kits and translated video scripts, will be distributed to encourage adoption, and feedback from participants will help refine the resources. Public dissemination will be amplified through a free video course on YouTube, available in multiple languages, and supported by social media campaigns across partners' platforms. Newsletters and updates will be sent to over 1000 contacts, and the project's results will remain accessible on the partners' websites for long-term use. These stakeholders will gain access to practical resources that enhance workplace safety, particularly in the context of digital technologies.

Project Summary

Project Summary

Please provide a short summary of your project. Please be aware that this section (or part of it) may be used by the European Commission, Executive Agency or National Agencies in their publications. It will also feed the Erasmus+ Project Results Platform.

In view of further publication on the Erasmus+ Project Results Platform, please also be aware that a comprehensive public summary of project results will be requested at report stage(s). Final payment provisions in the contract will be linked to the availability of such summary.

Objectives: What do you want to achieve by implementing the project?

The TWS-Coaching project aims to foster a culture of safety within SMEs by applying coaching methodologies to Occupational Safety and Health (OSH). It seeks to improve safety awareness and behavior, particularly in the use of digital technologies. By training OSH professionals and SMEs' safety officers, the project promotes proactive safety practices, enhances digital literacy, and supports the digital transition in workplace safety standards.

Implementation: What activities are you going to implement?

TWS-Coaching will implement several key activities, including expert-led think tanks, the development of a "Train the Trainer" kit, and a comprehensive video course highlighting digital safety practices. Local events will engage SMEs, safety officers, and OSH trainers, while the final partner meeting will ensure collaboration and review. These activities will focus on improving safety practices and digital safety awareness through coaching techniques in workplace environments.

Results: What results do you expect your project to have?

TWS-Coaching expects to deliver key results: an improved safety culture in SMEs, a "Train the Trainer" kit, a video course on safety coaching, and best practice reports. These resources will enhance safety awareness, particularly in digital safety, and empower OSH trainers and safety officers to adopt coaching methodologies. The project will also foster long-term collaboration and disseminate results widely through digital tools and local events.

EU Values

The Erasmus+ programme's implementation, and therefore, the programme beneficiaries and the activities implemented under the programme, have to respect the EU values of respect for human dignity, freedom, democracy, equality, the rule of law and respect for human rights, including the rights of persons belonging to minorities, in full compliance with the values and rights enshrined in the EU Treaties and in the EU Charter of Fundamental Rights.

Article 2 of the TEU: The Union is founded on the values of respect for human dignity, freedom, democracy, equality, the rule of law and respect for human rights, including the rights of persons belonging to minorities. These values are common to the Member States in a society in which pluralism, non-discrimination, tolerance, justice, solidarity and equality between women and men prevail.

Article 21 of the EU Charter of Fundamental Rights: 1. Any discrimination based on any ground such as sex, race, colour, ethnic or social origin, genetic features, language, religion or belief, political or any other opinion, membership of a national minority, property, birth, disability, age or sexual orientation shall be prohibited. 2. Within the scope of application of the Treaties and without prejudice to any of their specific provisions, any discrimination on grounds of nationality shall be prohibited.

Subscribing to EU Values

I confirm that I, my organisation and the co-beneficiaries (where applicable) adhere to the EU values mentioned in Article 2 of the TEU and Article 21 of the EU Charter of Fundamental Rights

I understand and agree that EU Values will be used as part of the criteria for evaluation of the activities implemented under this project

Annexes

The maximum size of a file is 15 MB and the maximum total size is 100 MB.

Declaration on Honour

Please download the Declaration on Honour, print it, have it signed by the legal representative and attach.

File Name	File Size (kB)
DOH -declaration-on-honour TWS Coaching silaq.pdf	317
Total Size (kB)	317

Accession forms

Please download the accession forms, have them signed by the relevant legal representatives, and attach the signed forms here. You can attach a maximum of 90 documents.

Accession forms must be provided at the latest before the signature of the grant agreement.

File Name	File Size (kB)
ACF -accessionForm_APOPSI-E10067431.pdf	623
ACF -accessionForm_SARONIS-E10196742.pdf	389
Total Size (kB)	1 012

Other Documents

If needed, please attach any other relevant documents (a maximum of 6 documents). Please use clear file names.

If you have any additional questions, please contact your National Agency. You can find their contact details here: [List of National Agencies](#).

File Name	File Size (kB)
OTH -TWS-COACHING Gantt and Budget.xlsx	85
Total Size (kB)	85
Total Size (kB)	1 414

Checklist

Before submitting your application form to the National Agency, please make sure that:

- It fulfills the eligibility criteria listed in the [Programme Guide](#).
- All relevant fields in the application form have been completed.
- You have chosen the correct National Agency of the country in which your organisation is established. Currently selected NA is: IT01 - Agenzia Nazionale - Erasmus+ - INAPP

Original content and authorship

- I confirm that this application contains original content authored by the applicant and partner organisations.
- I confirm that no other organisations or individuals external to the applicant and partner organisations have been paid or otherwise compensated for drafting the application.

Protection of Personal Data

Please read our privacy statement to understand how we process and protect [your personal data](#)

Submission History

Version	Submission time (Brussels time)	Submission ID
1	19/02/2025 11:31:21	1657731