



To the Standing Committee Health and Social Services  
To the EPSU members of the Standing Committee Local and Regional Government  
(Participants to London, Rome and Prague workshops only)

REF.: CJ/lt  
Contact person: Christine Jakob  
8 September 2011

Dear Colleagues,

It is my pleasure to invite you for the final conference on the project on the implementation of the Multi-sectorial Guidelines on Third-Party Violence. This meeting will follow up on the outcome of the three multi-sectorial regional seminars held in May (London), June (Rome) and September (Prague) 2011.

As you will be aware, European employers and trade union organizations in the commerce, private security, local and regional government, education and hospital sectors agreed on multi-sectorial guidelines to tackle the issue of third party violence and harassment at work (<http://ec.europa.eu/social/main.jsp?langId=en&catId=89&newsId=896&furtherNews=yes>).

These guidelines aim to prevent, reduce and mitigate violence by setting out specific practical measures, which can be taken at national, sector and/or workplace level. They follow on from the 2007 cross-industry social partner Framework Agreement on Harassment on Tackling Violence in the Workplace.

Please find attached an outline of the programme for this closing conference. A final agenda will be circulated in due course, when all speakers have been agreed.

**The main topics to be discussed at the event are as follows:**

- The views of the European Commission, European Parliament, European Agency for Occupational Safety and Health, and the sectorial social partner organizations on the issue of third party violence and the multi-sectorial guidelines;
- The main project results: presentation of the report by the project expert
- Examples of good practice and steps taken at national level to implement the multi-sectorial guidelines

**Who can participate?**

The conference will have a limited number of 100 participants, with an allocation of around 20 participants per participating sector (10 for the employer and 10 for the trade union side). The general rule for selection of participants will be on a first come first served basis, with a maximum of 1 representative per country.

EPSU has been allocated 20 participants, 10 for each sector. Priority will be given to representatives who have already participated in the workshops in London, Rome and Prague and EPSU will CONFIRM your participation at the latest the 23 September.



**Languages:**

Active languages: EN, FR, DE, PO, CZ and RU

Passive languages: IT and SP

***Please note that the final choice of working languages will be confirmed on 10 October 2011. Interpretation into languages which have not been requested by participants at that date will be cancelled.***

**Accommodation:**

The European Commission will cover accommodation costs for 1 night (26 October 2011) for confirmed participants. Any additional nights have to be paid by yourself. You are asked to make your own reservations. A block booking was made at:

Hotel "LOGOS" Warsaw  
Wybrzeże Kościuszkowskie 31/33  
00-379 Warsaw  
<http://www.hotellogos.pl/en/index.php>  
Tel/fax +48 22 625 51 85  
E-mail: [rezerwacja@hotellogos.pl](mailto:rezerwacja@hotellogos.pl)

Please make your reservation by fax or e-mail by 30th September 2011, clearly indicating the title of the conference and the name of the organiser: ETUCE

**Venue:**

ZNP Headquarters  
Main Conference Room "Stanisław Nowak" Congress-Room – I floor  
Wybrzeże Kościuszkowskie 35  
Warsaw

Important remark: the hotel and the conference room are in the same complex of buildings. There is a direct connection between the conference room and Logos Hotel.

**Registration:**

Thank you for returning the attached registration form **no later than 22 September 2011** to Lia Tiberini by email to: [ltiberini@epsu.org](mailto:ltiberini@epsu.org) with a copy to [tina.weber@ghkint.com](mailto:tina.weber@ghkint.com)

**Dinner:**

Please note that a dinner will be arranged for participants arriving on the evening of the 26 October 2011, starting around 20:00. Further details of the venue for the dinner will be circulated closer to the meeting date. Please indicate on the attached registration form whether you intend to participate in the dinner.



**Travel:**

*The European Commission reimbursement procedures apply to this meeting. A Declaration of Expenses Sheet will be sent to confirmed participants. Travel costs will be reimbursed on the basis of standard economy airfares.*

*Please remember to return your expense sheet together with the original boarding passes, a copy of your flight ticket, train/bus tickets and invoices to reimburse your travel cost. No taxis will be reimbursed. It should also be underlined that travelling by car is not covered by the Commission. The participant can, however, claim the equivalent of a second class train ticket to and from the seminar venue (offer from travel agency or Internet simulation indicating the rate is required).*

Yours sincerely,

A handwritten signature in black ink, appearing to read 'Carola Fischbach-Pyttel'.

Carola Fischbach-Pyttel  
EPSU General Secretary