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| EVENT NAME | Study visit on employment and skills policies to promote youth employability and transition to work |
| LOCATION | Lisbon, Portugal |
| DATE(S) |  14 to 16 November 2017 |
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**SUMMARY**

This event addresses Bosnia and Herzegovina employment and skills institutions’ representatives and has as main objective to ensure knowledge transfer from Portugal to Bosnia and Herzegovina on promoting policies and programmes that would enable a swifter transition to work and raise employability levels among young graduates and jobseekers. It is organised with the support of the Institute of Employment and Professional Training (IEFP) of Portugal.

During the study visits the participants will:

* be exposed to innovative approaches implemented in Portugal to better address young graduates and jobseekers, secure transition from school to work and stimulate job creation;
* learn new mechanisms currently in place in Portugal to reach out, monitor and evaluate outcomes of integrated policies and programmes for jobseekers, with a focus on youth;
* learn about the Portugal experience on youth policies and programmes – design, implementation, monitoring, use of EU funds, approaches to Youth Guarantee.

The activities proposed during the event include the presentation of more impactful employment and skills development programmes, through closer monitoring and stronger cooperation with business side and other relevant actors (e.g. education, training providers, nongovernmental sector etc).

The languages of the event will be English and Portuguese. Interpretation will be provided in Bosnian-Croatian-Serbian.

**Day one, 14 November 2017 –Employment and Vocational Training Institute (IEFP), Lisbon**

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| 08:45 – 09:00 | Registration of participants in Hotel Mundial |
| 09:00 – 09:20 | Transfer by bus from Hotel Mundial to IEFP |
| 09:20 – 09:45  | Reception and registration of participants at IEFP |
| 09:45 – 10:30 | Opening remarks and welcome*Paulo Feliciano, Vice-President, IEFP*Introduction to the Study Visit*Paulo Feliciano, Vice-President, IEFP**Cristina Mereuta, Labour Market Specialist, ETF*Quick presentation of Bosnia and Herzegovina delegatesIntroduction to labour market situation and key employment challenges and policy priorities in Bosnia and Herzegovina*BiH delegate/s* |
| 10:30 – 11:20 | **Session 1 – The Portuguese policy and institutional setting in the field of employment and training**• Job market and unemployment in Portugal: current situation and challenges• Policies, national strategies, reform programmes• The role of the IEFP and collaboration with social partners*Paulo Feliciano, Vice-President, IEFP**Cristina Taveira, Coordinator of the Analysis and Evaluation Unit, IEFP**Sofia Ventura, Coordinator of the Support Unit to the Directive Council, IEFP*Q&A |
| 11:20 – 11:45 | Coffee break |
| 11:45 – 13:00  | **Session 2 - Active employment policies: framework, measures, financing, and follow-up and monitoring**• Results of active labour market policies – main recommendations and plans to review/adjust ALMPs (as presented in the National Reform Programmes 2017)*Alexandre Oliveira, Director of Labour Market Department, IEFP*Q&A |
| 13:00 – 14:30 | Lunch |
| 14:30 – 16:30 | **Session 2 – continuation**• Youth Guarantee and Youth Employment Initiative – the experience and results in Portugal (eligible groups, most vulnerable groups, financing modalities, implementing partners)• ESF financing: framework, history, organisation and operationalisation*Vitor Moura Pinheiro,Executive Director for Youth Guarantee, IEFP**Luisa Cachola, Responsible for Social Inclusion, IEFP*Q&A |
| 16:30 – 17:00 | Coffee-break |
| 17:00 – 17:20  | Transfer to Hotel Mundial |

**Day two, 15 November 2017 – Setúbal (morning); Lisbon (afternoon)**

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| 08:00 – 09:15 | Transfer by bus from Hotel Mundial to Setúbal |
| 09:15 – 10:45 | **Session 3 – Visit to an association (ACM/ YMCA Setúbal) working closely with youth employment: training and employment of vulnerable youth** • Presentation of the ACM/ YMCA: mission, objectives, and activities• The socio-professional employment of youths at risk: strategies, action plans, results• Visit to the facilities*Luis Sebastiaõ, Director, YMCA**Josè Costa, Responsible for Training, YMCA**Susana Santiago, Coordinator of the Centre S. Sebastiaõ, YMCA*Q&A |
| 10:45 – 11:00 | Transfer to study visit location / Session 4 |
| 11:00 – 11:30 | Welcome coffee |
| 11:30 – 13:00 | **Session 4 – Visit to the Employment and Vocational Training Institute in Setubal (CEFP)**• Presentation of the centre: mission, objectives, activities, beneficiaries• Youth training activities: types of activities, main results and challenges• Visit to the facilities*Josè Luis Paulo, Director, CEFP**Luisa Oliveira, Vice- Director, CEFP*Q&A |
| 13:00 – 13:15  | Transfer to the restaurant |
| 13:15 – 14:45 | Lunch (Setúbal) |
| 14:45 – 15:45 | Transfer to study visit location / Session 5  |
| 15:45 – 17:15 | **Session 5 – Visit to the German-Portuguese Chamber of Commerce / Dual Vocational Qualification Service (DUAL)**• Presentation of the Chamber of Commerce and the Dual Vocational Qualification Service (DUAL): mission, objectives, activities, beneficiaries;• Issues, strategies and challenges relating to youth training• Visit to the DUAL*Elisio Silva, Director*Q&A |
| 17:15 – 17:30 | Coffee break |
| 17:30 – 17:45  | Transport back to Hotel Mundial |

**Day three, 16 November 2017 – Lisbon / INA – Directorate General of Civil Servants Work Qualifications (DGQTFP)**

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| 08:30 – 09:00 | Transfer by bus from Hotel Mundial to study visit location / Session 6  |
| 09:00 – 10:15 | **Session 6 – Internships in Public Administration Programme (PEPAC)** • Presentation of the INA/ DGQTFP: mission, objectives, activities• Presentation of the PEPAC: mission, objectives, beneficiaries, functioning, partners, results*Alexandra Duarte, Director of Department for Recruitment and Mobility, INA/ DGQTFP* *Joaõ Paulo Monteiro., Head of Division for Communication and Public Relations, INA/DGQTFP*Q&A |
| 10:15 – 10:40 | Quick coffee break  |
| 10:40 – 11:00 | Transfer from INA to Hotel Mundial |
| 11:00 – 12:30 | **Working meeting in Hotel Mundial**• Presentation of studies on the need for mid-level skills*Clara Correia*• Reflection on lessons learnt • Relevance to the context of participating country• Planning next stepsConclusions |
| 12:30 – 13:30 | Lunch in Hotel Mundial |