

# Annual Report

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EUROPEAN FOUNDATION  
*for the Improvement of Living and Working Conditions*

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## General Information

The European Foundation for the Improvement of Living and Working Conditions was established by Council Regulation (EEC) No. 1365/75 of 26 May 1975. Its aim is 'to contribute to the planning and establishment of better living and working conditions through action designed to increase and disseminate knowledge likely to assist this development.' With this aim in view the tasks of the Foundation are 'to develop and pursue ideas on the medium and long term improvement of living and working conditions in the light of practical experience and to identify factors leading to change.'

The Foundation's financing forms part of the general budget of the European Commission and the funds allocated to it are decided in the official budgetary process between the Commission, the Council of Ministers and the European Parliament.

The Foundation is managed by an Administrative Board comprising representatives of the governments, employers and trade unions of each Member State and three representatives of the services of the Commission. The chairperson and three vice-chairpersons (elected annually) form the Bureau of the Board. The Board meets twice annually to decide policy, to adopt the work programme and to propose the draft budget. These meetings are also attended by observers from the Employers' Liaison Committee (CLE) and the European Trade Union Confederation. The three main groups each have an annual meeting to coordinate strategy.

A Committee of Experts, composed of specialists drawn from a variety of disciplines and appointed by the Council of Ministers, is responsible for advising the Director and the Administrative Board on all fields within the Foundation's competence.

Every four years the Foundation reviews its strategy and the orientation to be given to its work and after widespread consultation prepares a rolling programme. Each year, within the context of this four-year rolling programme, an annual programme of work is prepared. The programmes are the outcome of detailed deliberations within and between the groups making up the Administrative Board of the Foundation as well as with the institutions of the Union. The projects and programmes contracted out to experts and specialists in the different areas are managed by Foundation staff and evaluated by the Administrative Board.

Thus the 'scientific information and technical data' which the Foundation is required by its Regulation to forward to the Community institutions is the result of independent research across Europe on priority issues as defined jointly by the social partners, governments and the Commission, synthesized and developed by the Foundation.

The Foundation's work is in the public domain and available to all interested parties. Research results are made known via a number of publication and seminar programmes. Publications are published for the Foundation by the Office for Official Publications of the European Communities and disseminated through the Office's network of sales agents across the European Union. In addition, free publications are available for downloading from the Foundation's website at [www.eurofound.ie](http://www.eurofound.ie).

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The European Foundation for the Improvement of Living and Working Conditions is an autonomous body of the European Union, created to assist in the formulation of future policy on social and work-related matters. Further information can be found at the Foundation website at <http://www.eurofound.ie>

The European Foundation for the Improvement of Living and Working Conditions was established by Regulation (EEC) No. 1365/75 of the Council of Ministers. Article 2 of the Regulation states:

- 1. The aim of the Foundation shall be to contribute to the planning and establishment of better living and working conditions through action designed to increase and disseminate knowledge likely to assist this development.*
- 2. With this aim in view, the tasks of the Foundation shall be to develop and to pursue ideas on the medium- and long-term improvement of living and working conditions in the light of practical experience and to identify factors leading to change. The Foundation shall take the relevant Community policies into account when carrying out its tasks. It shall advise the Community institutions on foreseeable objectives and guidelines by forwarding in particular scientific information and technical data.*

The provisions of Article 13.1 of this Regulation require the Administrative Board to adopt a general report each year on the activities, financial situation and future guidelines of the European Foundation. The present report, covering 1999, was presented and adopted by the Administrative Board of the Foundation at its 62nd meeting on 22 March, 2000.

In conformity with Article 13.2 of the Regulation, this report will be distributed to the EU institutions and to the Economic and Social Committee.

# Annual Report

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## Introduction

In 1999 the European Foundation for the Improvement of Living and Working Conditions implemented its 22<sup>nd</sup> annual work programme. The underlying principles of the programme were to address six selected challenges related to living and working conditions in a relevant and practical manner specifically related to the needs of the EU policy makers and social partners.

Based on the 1997-2000 rolling programme, 'Facing up to the challenges of European society', the programme addresses: employment, equal opportunities, health and well-being, participation, social cohesion and sustainable development. They were addressed through an extensive range of research, debate and dissemination activities, managed from the Foundation and orchestrated throughout the EU.

Employment continued to be the principal focus of the programme. Designed to research the qualitative aspects of employment, its objective was to anticipate and analyse changes in the labour market from the perspective of improved working and living conditions. Working time preferences of the labour force, work organisation, job creation in SMEs, equal opportunities, direct participation and ageing in the context of employment were some of the aspects which were addressed in the overall programme. During 1999, the Third European Survey on Working Conditions was commissioned, the results of which will be available in 2000. The analysis of the data from the Employment Options of the Future survey commenced in 1999 and was promoted through briefings to EU Ministerial meetings in Helsinki and Stockholm and through an extensive press campaign.

During the EU Presidencies in Germany and Finland, the Foundation made significant contributions on a range of issues. In Finland, the Foundation co-organised a conference on ageing and employment with the Finnish Ministries of Social Affairs and Health, Labour and Education, the Social Insurance Institution and the Central Pension Security Institute. The conference examined the development of more integrated approaches to public policies to support employment opportunities for ageing workers. The report of the conference, published by the Foundation, was promoted throughout Europe and constitutes a leading text on public policy approaches to strategies for an ageing workforce.

With its experience of research in the area of work organisation, the Foundation joined other bodies as a founding member of EWON, (the European Work Organisation Network), which has been set up by the Commission to meet the challenge of implementing the Adaptability pillar of the Employment Strategy, as set out in the Communication, *Modernising the Organisation of Work: a positive approach to change*. The 6<sup>th</sup> European Ecology of Work conference was held in Bonn during the German presidency: the conference examined innovative approaches to work organisation and their impact on employment relations through some twenty joint management/worker presentations. A meeting of EWON was held in conjunction with this conference.

New skills and qualifications are seen as essential for employment creation and sustainable development: environment or sustainability-related education and training has become one of the five priority areas in connection with the review of the EU's Fifth Environmental Policy and Action Programme. It was considered an important issue by the Foundation who organised a conference on the role of the social partners in sustainable development. Meeting existing and future environmental requirements among SMEs is the main focus of the Foundation's work in this area.

Equal opportunities has been mainstreamed into all relevant Foundation projects. During 1999, the Foundation's findings relating to collective bargaining and equal opportunities were promoted in a range of forums such as ETUC, the European Sociological Association and the French Ministry of Foreign Affairs in conjunction with the European Commission. Valuable new data from the Employment Options survey relating to the reconciliation of family and career were analysed and disseminated at conferences, briefings and through the press.

The information exchange programmes with Central and Eastern Europe continued in 1999. Representatives of trade unions, national governments, employers and academics attended two seminars organised by the Foundation in Dublin concerning the role of the social partners and government in creating opportunities for social dialogue and equal opportunities. Complementing this work, the Foundation also prepared for dissemination, in the language of each country, information dossiers for the main social actors in the Czech Republic, Estonia, Hungary, Poland, and Slovenia. The dossiers concentrated on four areas of particular concern in these countries: health and safety at work, the equal treatment of men and women, social dialogue and labour law.

The Foundation is working in cooperation with the Commission and the International Labour Organisation (ILO) on the development of telework in a global context, with the Foundation and the Commission focusing on Europe and the ILO on the rest of the world. As part of its programme it organised a workshop on 'Transborder Teleworking – towards the formulation of an international research agenda'.

Strengthening the dissemination tools of the Foundation to complement the research and debate functions was central to developments in 1999. Extensive work was undertaken to develop the electronic capacity of the Foundation to respond to growing demands for information including additional features on the Foundation website and the development of a resource database, as well as the ongoing development of EIROnline, the industrial relations database.

The Foundation's work in relation to the analysis of European Works Councils agreements was presented at a major conference organised by the social partners in collaboration with the Commission: data on existing agreements is now available online at a subsite of the Foundation website, making it a free source of relevant information for management and employees. There was a very positive response to this development as indicated by the wide coverage in many journals and periodicals in Europe.



Usage figures for the website and EIROnline in 1999 indicate significant growth in these electronic gateways to the Foundation's work: there were 84 031 user sessions and 4 578 downloads of Foundation documentation on the Foundation website and 91 372 user sessions on EIROnline.

Through the year, there has been close cooperation between the services of the Commission and the Foundation as well as with a range of EU-level institutions and the social partners. Details of these collaborations are included in the summaries of activities for 1999 to be found under each challenge heading. In November, Eric Verborgh addressed the Employment and Social Affairs committee of the European Parliament and committed the Foundation to the further development of its links with the committee. The Foundation was present at a number of important conferences during the year organised by the EU presidencies and other important organisations, for example the ETUC Congress in Helsinki in June. Furthermore, the European Commission's offices in Finland, France, Germany and Sweden, organised press briefings on behalf of the Foundation during the year. Bilateral contacts were maintained with the European Agency for Safety and Health at Work to increase complementarity and synergy and to avoid duplication.

The Foundation continued its collaboration with other bodies and agencies of the EU with regard to the development and usage of a new accounting system. The system is based on the Si2 system in place in the European Commission.

For the first time the Foundation has carried out a systematic assessment of its work over the first three years of the 1997-2000 rolling programme. This was the first step in committing the Foundation to a continuous examination of results and outputs in the context of its remit.

Assessing the outcomes and impacts (i.e. effects) of programmes is increasingly being carried out by agencies and institutions in receipt of EU funding. It is envisaged that evaluation, as one dimension of strategies to increase transparency and accountability, will, in the not so distant future, be a mandatory requirement of all EU supported initiatives. The Foundation has responded to such developments by initiating its own evaluation process, a process which will be tailored to its specific objectives and work carried out. The work commenced in May 1999, further to a request from the Administrative Board for an interim assessment of the current work programme, *Facing up to the challenges of European society: A programme for 1997-2000*, with a view to capturing the lessons arising from the implementation of the work programme over the 1997-1999 period. Critical reflection on these lessons will be an important element in the design of the future four-year rolling programme.

The Foundation responded to the Board's request by allocating responsibility for the coordination of the evaluation process, both in respect of the immediate interim assessment and the longer-term design of evaluation in the Foundation, to a specific staff member attached to the Directorate, indicating a recognition of and commitment to the centrality of evaluation throughout and across all Foundation activities.

The interim assessment process was carried out by rapporteurs (research managers) for each challenge area as well as two other significant areas of work which had developed over the course of the current programme – work organisation and EIRO. Rapporteurs were requested to identify the main findings of studies and projects undertaken and disseminated since 1997, the main outputs of the programme to date (publications, databases, debates, conferences etc.), and examples of significant outcomes and achievements.

The interim assessment exercise was concluded by the end of the year and can be summed up in the following statement: 'It is recognised that much of the research and information function supports innovation and transfer of experience within the EU. The work of the Foundation also demonstrates the ways in which its collaborative/partnership approach involving the main social actors has been successful in the broad field of policies on living and working conditions; the

expertise of Foundation staff is recognized and drawn on widely, as indicated by the outputs and outcomes of the programme'

The evaluation process is not taking place in isolation from other developments within the Foundation – it is inextricably linked to a programme of management training instituted in the latter part of this year and to proposals for the introduction of a more structured performance appraisal process. Establishing an evaluation 'culture' within the Foundation will not occur overnight; however the moorings for a more structured, comprehensive and continuous evaluation process have been laid over the course of this year. The benefit to the Foundation of this process are manifold – the process is expected to assist in the further honing of the work programme and to further enhance the coordination of activities and programme themes.

Focusing on its future contribution, the Foundation has commenced a process of consultation and debate aimed at the development of its new rolling programme for 2001-2004. The preparation process was opened up to both end users and independent experts. Nominees of the Administration Board, Commission staff, representatives of relevant organisations and experts in the core areas of the Foundation's work attended 'brainstorming' seminars in November/December to identify new and emerging issues, to consider the Foundation's communications strategy and identify means of strengthening links with EU policy development. The seminars addressed the core areas of the Foundation's work on living conditions, working conditions and industrial relations respectively.

During 1999, the Foundation underwent a period of transition and there were significant changes in the personnel and organisational structure. After 14 years as director, Clive Purkiss retired and Eric Verborgh ensured the interim as acting director. Sadly, Normal Wood, the head of information, documentation and dissemination, died in June after a long illness. In early June, the Institute of Information Scientists (IIS) awarded him an honorary fellowship in recognition of his contribution to the development of information science. Eberhard Köhler was appointed head of operations and Wendy O'Conghaile was appointed advisor to the directorate with specific responsibility for evaluation. The translation section was restructured and replaced by a language services unit; the Translation Centre in Luxembourg now carries out the majority of translations for the Foundation.

Timo Kauppinen, who had already joined the Foundation in 1997 as a detached national expert from the Finnish Ministry of Labour, was appointed research manager. Agnès Parent-Thirion, Jean-Michel Miller and Stavroula Demetriades joined as research managers. A new Committee of Experts was appointed in October by the Council of the European Union.

The Foundation's Administrative Board met in plenary sessions in March and November, and each of its constituent groups held a further meeting in the middle of the year. Jan Willem Van den Braak of the Employers' Group continued as chairperson of the Board, the vice-chairpersons being Marjaana Valkonen (Workers' Group), Marc Boisnel (Governments' Group) and Odile Quintin (European Commission).

The research programme in 1999 followed the framework of the 1997-2000 rolling programme. While administratively the work was carried out as projects, intellectually all projects were designed to contribute to the aims of at least one of the programme challenges. The following pages outline the main features of the work carried out in 1999.

## ■ The Work Programme





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Challenge

Employment

## Context

Within a context of strong budgetary constraints and increasing business competition worldwide, Europe is currently facing major challenges in the areas of job creation, employment structure and social exclusion. Higher employment remains Europe's top objective.

Such a challenge should not be seen solely as an economic one. Nowadays economic growth goes hand in hand with major changes in the fields of working conditions, employment status, participation at the workplace, labour market organisation and social protection systems. Joint analyses are needed to explore such fundamental aspects as the impact of employment on health, the quality of newly created jobs, re-allocation of time, transformation of the labour market, changes in education and training, strategies for greater social inclusion as well as effective and coordinated public employment policies.

The Foundation carried out much research in this field in 1999. Following the 1997-2000 four-year rolling programme's perspectives as well as the 1997 European 'Employment Guidelines', the research projects made specific contributions in the following areas:

- Employment options of the future (0152);
- Jobs in EU micro firms (0201);
- Developments in the use of time (0106);
- Collective agreements on employment and competitiveness (0211);
- The future of work in the information society (0110)

Some of these projects have been already completed, while others are still under investigation awaiting further results and publications. Dissemination of the findings have been widely spread out in the EU. Results were also presented to a specialised audience of Commission experts (the Employment Directorate of the Employment and Social Affairs DG) who gave a very encouraging response and promised to make optimum use of these results. Three press conferences, attended by specialised commentators and experts, at which the findings of the Employment Options survey were presented, were organised in the EC Representation offices in Germany, Finland and Sweden.

The objectives, content and preliminary results of the research on Jobs in EU Micro Firms were presented and discussed in a workshop organised by the Foundation in co-operation with the Swedish Institute for Working Life. The conclusions will be presented at the 'Work Life' conference in Sweden in January 2001.

Employment issues are an integral part of research addressed under other challenge areas. For instance, significant work has been carried out in the area of the retention, retraining and reintegration of older workers in employment. As part of the Foundation's contribution to the UN Year of a Society for All Ages, and in the context of the EU's employment strategy, a major conference was organised together with government ministries, pension funds and social insurance organisations in Finland.

The conference, 'Active strategies for an ageing workforce', held in Helsinki, examined the development, implementation and evaluation of policies in favour of maximum participation, performance and productivity of the ageing workforce. A report of the conference was published by the Foundation and launched at the Commission conference on Active Ageing held in Brussels in November.

The Foundation will continue to undertake in-depth research (both quantitative and qualitative) in the area, with a special attempt to coordinate already existing data and to work closer with other European bodies (the Employment and Social Affairs and Research DGs of the European Commission, the Economic and Social Committee, European Parliament, European social partners, etc). Specific attention will be given to atypical forms of employment (e.g. temporary agency work), labour market participation, current and future working time patterns, and equal opportunities.

## **Summary of activity in 1999**

### **Employment options of the future 0152**

The Employment Options of the Future survey, launched two years ago in the 15 Member States and Norway, represents a significant labour supply survey. It analyses both current working situations and future employment intentions (up to five years) and deals with issues such as forms of employment, working-time patterns, differences according to age and sex, etc.

The past year has been dedicated to the preparation of in-depth reports on 'labour market participation', 'age and gender', 'combining family and career', 'working time and space', and 'self-employment'. The analysis looked at four specific groups: persons currently employed, job returners (after a break in employment), young entrants, currently unemployed persons. Among other issues, the available data underline the fact that working time arrangements are considered a major concern of the workforce – for those already in employment or those seeking a return to the labour market.

### **Jobs in EU micro firms 0201**

Job creation is a priority in the EU and micro firms (1-9 employees) are one of the main sources of new jobs. However very little is known about this type of employment and the related working conditions. The objective of the project is to provide information to policy makers and other decision makers on how to design and implement adequate measures to support employers and employees in the creation of good quality employment in very small enterprises and on how to obtain a higher percentage of success and sustainability in these enterprises.

This research aims to investigate the relationship between the quantity and the quality of such jobs. This information can contribute to a better understanding of the sustainability of these jobs





and the need for specific support policies for micro firms. A cross comparative study started in 1999 examining the situation in French, Greek, Swedish and UK micro firms. Data from the 1996 Foundation Survey on Working Conditions is also being used in this project. Findings will be available during 2000.

### **Collective agreements on employment and competitiveness 0211**

Within the context of the EU Employment Strategy, an increasing number of collective agreements have been concluded in many Member States at national, sectoral and at company/workplace levels which take the partnership approach to improving competitiveness while, at the same time, protecting employment levels. They contain a number of general principles, such as guaranteed levels of employment in return for flexibility on a range of issues.

The Foundation has investigated these agreements at the sector and, more particularly, at the enterprise/workplace level and called them Pacts for Employment and Competitiveness (PECs). During 1999 a paper was published which investigates these key concepts, sets out an analytical framework and defines PECs.

Over forty case studies were undertaken in eleven Member States and reports on the national contexts in these countries were also drafted. These were analysed, resulting in the preparation of two reports: a comparison of the case studies and an overview report which compares the national trends across the Member States. These papers were discussed at a workshop with representatives from the European Commission, social partners and governments and other experts in December 1999.

### **Developments in the use of time: Best 0106**

Time management has acquired a new importance in urban planning and industrial working time studies, as a way to improve citizens' living and working conditions. In view of these developments, *BEST* (Bulletin of European Studies on Time), the periodical which was previously published by the Foundation in the early 1990s, was re-launched in 1999. The new format has a wider scope and coverage and a newsletter-style supplement *On Time*, and will be published bi-annually. *BEST* has been designed to be a platform for the ongoing debate on time issues. It is also available online at [www.eurofound.ie](http://www.eurofound.ie).

### **The future of work in the information society 0110**

The main activity in this area during 1999 was the Foundation's collaboration with the International Labour Organisation which examined transborder applications of new information technologies (off-shore teleworking, international outsourcing).

In preparation for the Swedish presidency, the Swedish National Board for Industrial and Technical Development and the Foundation organised a European workshop, 'Telework: labour market, health and well-being' which was held at the Foundation in November 1999. It examined transborder teleworking, telework and organisational safety and health; telework, and labour law and social security.



Challenge

Equal Opportunities

## Context

The Fourth Pillar of the European Employment Guidelines is Equal Opportunities and mainstreaming of this policy is required for each of the other pillars. The Foundation's work programme in equal opportunities has incorporated these requirements by adopting mainstreaming and positive action in its approach. Mainstreaming means that all policy strategies are injected with an equality sensitive approach and that equality issues are always considered in all areas of action.

The three main objectives of the programme are: the evaluation of strategies to promote equal opportunities' practice; the examination of barriers to, and potential for, improved involvement in decision-making processes; and the analysis of the impact of the information society, the European Monetary Union and the changing nature of the labour market on equal opportunities for all groups subject to discrimination. The primary focus is on gender issues, though race, age and disability issues have also been included.

The role of collective bargaining in promoting equal opportunities, its potential and limitations, which has been investigated since 1994, is a relatively new area of interest for the European social partners and the European Commission. Previously it was an area which was mainly regulated by national or European legal provision. However, the Foundation research shows the potential for collective bargaining in mainstreaming equal opportunities into industrial relations and it has made a contribution to the current EU Equal Opportunities programme in the area of promoting gender balance in decision-making.

The research has shown that there are many good and innovative 'equality sensitive' agreements to be found within the EU in such areas as combining working life with family life. The Foundation's research has set out examples which could be promoted as well as highlighting the social partners' role in creating a more gender sensitive labour market.



These results were also used by the Women's Committee of ETUC for an awareness raising campaign within ETUC and a training folder on increasing gender sensitivity of trade union negotiators which is currently being developed.

Outside the specific challenge area, in keeping with the Foundation's mainstreaming policy, gender issues received considerable attention in Foundation work during 1999: Employment Options of the Future survey; integrated approaches to active welfare and employment policies; monitoring of working conditions and the 'Active strategies for an ageing workforce' conference.

Some of the key results of the Employment Options survey were presented at a Ministerial conference on equal opportunities and employment during the Finnish Presidency. The Foundation's work on equal opportunities, with particular emphasis on gender and age, were also presented at an information exchange seminar with Central and Eastern European countries organised by the Foundation in 1999. The Foundation also held a conference on gender and work organisation to examine the findings of its report on the gender dimensions of direct participation in organisational change.

## **Summary of activity in 1999**

### **Equal opportunities and collective bargaining in the EU 0166**

The Foundation research has demonstrated that collective bargaining has enormous potential as a mechanism for strengthening and mainstreaming collective bargaining. Correspondingly, it presents possibilities for improving and modernising the collective bargaining process. The five-year research project undertaken by the Foundation reached its final stage in 1999. National experts in the 15 Member States identified and analysed agreements which had good potential for promoting equality and the process by which those agreements were reached was also scrutinised.

During 1999, the final report *Strengthening and Mainstreaming Collective Bargaining in the European Union* was published in 11 languages. It is a summary of key results prepared in conjunction with the Employment and Social Affairs DG of the European Commission. It specifically aims to link the findings of the project with the European Employment Guidelines.

Dissemination of the findings has been the main thrust of the work during 1999. The findings have been presented to a broad audience in Europe including participants at the ETUC Congress in Helsinki and at the conference on 'Men and women in power', organised by the European Commission and the French Ministry of Foreign Affairs and to the European Sociological Association.

### **Employment, family and community activities: a new balance for women and men 0202**

The eight countries participating in this study of 'new jobs' in household services (Austria, Finland, France, Germany, Italy, Portugal, the Netherlands and the UK) submitted their national reports during 1999, thus concluding the first phase of the project.

At a meeting of researchers in December the conclusions and recommendations from the studies and their implications for policy were discussed together with the structure of the European synthesis report. Key findings on employment creation in household services; the workers and their working conditions; and successful experiences within the household service sector were outlined. Equal opportunities between women and men and actions to promote reconciliation of work with family and community activities are an integral part of the study.

The European synthesis report will be prepared in the first half of 2000. It will identify measures

to improve employability, quality of work and service provision within this sector. The background paper guiding the research was published and made available to interested parties. It outlines key developments in EU policy; explores elements of change in men's and women's daily activities; discusses the potential for new job creation; and identifies gaps in existing knowledge.

### **Promoting gender equality at the workplace 0215**

This project further develops both the findings of the collective bargaining project and results from the Second European Survey on Working Conditions for the purpose of identifying practical means of promoting equal opportunities at enterprise and corporate level. The project covers seven EU Member States: Finland, France, Italy, the Netherlands, Spain, UK and Germany.

Equality plans in enterprises are being evaluated to assess their impact on gender equality at work. The research will also examine the potential for developing an equality 'barometer' to assess the whole structure of a company such as care arrangements for children, company benefits and atmosphere at the workplace. The core work in the project will be done during 2000 when seven national reports and a consolidation report are anticipated.

### **Work organisation and gender 0216**

Arising out of the EPOC project, the Foundation undertook a secondary analysis of the data from the 5,800 responses to the workplace survey and examined the links between the different forms of direct participation, work organisation and the opportunities for the promotion of equality at work. A report was published during 1999.

The report and these results were the basis for discussion at a conference held in the Foundation in September 1999. One of the main outcomes from this conference was the recognition that there was an opportunity to promote equality at work through the Adaptability pillar, by using work organisation to advance the objectives of the Equal Opportunities pillar of the European Employment Guidelines.

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Challenge

Health and Well-being

## Context

Living and working conditions are the focus of the Foundation's study of health and well-being issues. Through its work in this challenge, the Foundation has raised the profile of the quality of working life on the political agenda. Working conditions have a profound impact on the health and well-being of the labour force. Foundation research examines this increasingly complex relationship, assessing the changing trends and impact on the working lives of European citizens affected by the restructuring of enterprises and the ageing workforce.

Ongoing developments in technology, production and employment patterns necessitate the redesign of European occupational health policies. Policies designed for an industrial society need to be adapted to a post-industrial situation. The Foundation monitors changes in working conditions on an ongoing basis, examining work organisation, working time patterns, and variables such as employment status, gender and age. Its objectives are to identify risks and groups of workers at risk; to explore new indicators to monitor trends; and to set out new approaches to risk prevention.

In 1999 the Third European Survey on Working Conditions was commissioned, which will be carried out during 2000. It will provide time series data to compare with the 1991/92 and 1995/96 survey results. These surveys also make considerable inputs into a large number of other projects on working time, promotion of gender equality, the ageing workforce and the information society.

The European labour market has experienced a marked increase in non-permanent work in the EU (both temporary agency work and fixed-term work). Foundation research has examined the implications of this type of employment and highlighted the relationship between job creation and quality of work and the factors to be considered in improving the quality of work in temporary employment.

The programme of work is designed to contribute to the following EU initiatives: the European Commission's Social Action Programme (1998-2000), the Community Programme on Health

and Safety at Work (1996-2000) and the EU Employment Guidelines. It works on a co-ordinated basis with the European Agency for Safety and Health at Work (Bilbao).

## **Summary of activity in 1999**

### **Monitoring working conditions 0156**

To monitor working conditions, the Foundation designed a representative interview-based survey which it has been conducting at five-year intervals since 1990. The survey provides harmonised and original data on a broad spectrum of trends in working conditions in the EU.

In 1999, an extended questionnaire was developed for the third survey. Sample sizes were increased to allow for sectoral-level analysis and the questionnaire was amended to include new issues and variables including flexible time patterns and repetitive work which can have a considerable impact on working life.

Dissemination of the findings of the Second Survey on Working Conditions was continued during 1999. The survey has played an important role in filling information gaps on working conditions. Extensive use of the survey results was made by a wide variety of European institutions including the Commission, the Advisory Committee on Health and Safety at Work, the European Trade Union Confederation (ETUC) and European Trade Union Technical Bureau for Health and Safety (TUTB), the Bilbao Agency, the ILO and various national organisations. The Foundation's work has thus informed and stimulated the debate on the quality of working life.

### **Employment policies and working conditions 0203**

The research, which started in 1998, stems from the results of the Second European Survey on Working Conditions. The survey indicated an extension of atypical employment in the EU and underlined the correlation between this form of employment and poor working conditions. In 1999, the research analysed the influence of corporate human resources policies on working conditions (broadly defined and covering issues such as health, participation, skills, etc.) and in particular their reliance on various forms of flexibility, both internal and external.

While statistical data correlate atypical employment and poor working conditions, qualitative approaches show a variety of situations. Three major conclusions have been drawn: considerable progress has been made in the field of health and safety at work, even if new challenges are arising (e.g. combination of physical and psycho-social risks); lack of information and training appears as a determining factor in the existing discrimination between permanent and non-permanent workers regarding working conditions; functional flexibility (multi-skilling, teamwork, etc.) is widely undertaken in European companies but its impact on the reduction of exposure to risk remains limited and it would not replace genuine health and safety policies.

Therefore, more research needs to be carried out on atypical employment (e.g. temporary agency contracts) in each EU Member State, addressing issues such as national legal definitions, labour market organisation/segmentation, and collective bargaining dimensions.

### **Design for integration 0161**

Due to legislative, cultural and historical reasons, guidelines for the employment of people with disabilities differ from country to country. Often issues of disability and the workplace are presented in very limited terms of mobility and the wheelchair. However, the importance of these issues in workspace design goes far beyond this, affecting significantly the whole European economy and its working population.



A CD-ROM guide to the integration of disabled people into industrial workplaces, *Making Workplaces Accessible*, was produced and disseminated by the Foundation during 1999. The guide is an accessible and searchable information resource for the integration of disabled people into the workplace. It also sets out policy initiatives, strategic plans and operational frameworks necessary to improve the present situation, making a positive contribution to a company's investment in people.



Challenge

Participation

### Context

Participation is at the centre of what has been termed the European social model. In a rapidly changing society, increased participation of the main social actors in the decision-making process and the implementation of policies is an important component in coping with major economic (liberalisation, globalisation), technological (information society), ecological (sustainable development) and social (increased wealth combined with increased inequality) change. Policy should support or establish a framework for effective processes of ‘real’ participation, as effective change, sustainable development, adaptability and social cohesion depend critically on real involvement. As a quadripartite organisation, which includes the social partners, the Foundation plays a natural role in this specific policy approach by the European Union.

The combination of the challenges facing the Union has led to a search for new approaches to responsibilities at individual and collective levels and in the public and private spheres. New roles for various bodies such as the social partners, voluntary organisations and public authorities are developing and we see new forms of solidarity, leading to new partnerships between all the relevant actors in the fields of economic, environmental and social policy.

The EU has responded to these challenges by strengthening and re-organising the European social dialogue; by establishing and supporting a civil dialogue with the help of the European social policy fora; by the reorientation of the structural funds towards a stronger involvement of local community initiatives and actors; and by systematically developing a ‘European-level corporatism’, including various organisations of the social partners recognised at the European level, and other non-governmental organisations and coalitions (NGOs) in the field of European social, environment and employment policy.

More effective participation is also a precondition for an active democratic society. It is an important tool which can help to reconcile the strengthening of economic performance and competitiveness with enhanced equity, social solidarity, equal opportunities, sustainable development and quality of working life. The policies needed to address the massive social and





structural changes facing the EU, and the choices these will entail, will require not only more effective implementation of existing mechanisms of participation but also the development of new structures, procedures and processes to involve other key players. A particular challenge is how to improve the involvement of the grass-roots - citizens and workers - so as to strengthen accountability, transparency and democracy and to develop more effective solutions, which can be implemented more efficiently.

Local community involvement is a key principle of EU urban policy and more generally of the reformed structural funds. Under the social cohesion challenge, the role of citizens in coping with social change, whether as family carers of dependent persons or as active members of local community organisations was examined. One of the most practical objectives of the Foundation's recently published *Handbook for Good Practice* is to make local community involvement more visible to policy makers, budget holders and social partners involved in local development; and to show how community involvement can be planned in local development schemes. Dissemination of reports of the work on citizen action and on local partnerships continued during 1999.

## **Summary of activity in 1999**

### **European employment and industrial relations glossary and database**

*0118*

Up to 1999 the Foundation has published 12 volumes of the international series; the 13<sup>th</sup> volume for Austria was finalised in December 1999 and will be published in early 2000. The 14<sup>th</sup> volume for Sweden is ready to go into the translation and editing process. In addition the Foundation published in summer 1999 an overview of the industrial relations systems in eight Member States of the EU. A second volume will be published at the end of 2000. In addition, the Foundation has hosted an online database (EMIRE) which is in the process of being updated and redesigned as part of the Foundation's website.

### **Information and consultation in European multinational companies** *0116*

In November 1999, the Foundation launched, as a subsite of its website, a collection of more than 230 European Works Councils (EWCs) agreements based on Article 13 or Article 6 of the EWC Directive. Agreements are available in up to five languages. It is planned to provide more than 400 agreements in this electronic format by Spring 2000.

The Foundation presented the results of its analysis of these agreements and on the practice of EWCs to a major conference organised for and with the social partners in Brussels in April 1999. In September 1999, the results were presented to the largest Irish trade union, SIPTU, at a meeting organised by the Foundation in Dublin.

### **Social implications of EMU** *0200*

In 1999, 11 EU countries joined the Economic and Monetary Union (EMU) with the objective of participating in a single market and currency (euro) in 2002. It is expected that this major economic transformation is likely to have a significant impact on the living and working conditions in the 11 Member States concerned. The objective of this research is to increase the understanding of such changes on industrial relations, employment and working conditions at European, national, sectoral and company levels.

During 1999 a company-level analysis was conducted on the impact of EMU on working conditions, wages, work organisation, human resource management and employment. Case

studies were carried out in banking, transport and metal sectors in six countries: Finland, Germany, France, the Netherlands, Spain and the UK.

### **European Industrial Relations Observatory (EIRO) 0188**

EIRO is a service-based project which collects, stores and disseminates information and analysis on a continuous basis as well as conducting periodic comparative reviews on specific issues.

During 1999, the *EIRO Annual Review* was published as well as six issues of *EIRO Observer* which contained comparative supplements on: privatisation and industrial relations; the implementation of the Directive on posted workers; the 'Europeanisation' of collective bargaining; industrial relations and SMEs; teleworkers; and temporary agency work in Europe.

EIRO Online, the online database, which is the main product of EIRO, has experienced strong growth in the number of user sessions recorded and in user registrations.

### **The nature and extent of financial participation in the EU 0218**

Very little is known, from a comparative EU-wide perspective, of the nature, the extent, the economic and social impact, and the effect on other forms of employee participation of financial participation. This project builds on the national-level information contained in the PEPPER I and PEPPER II reports and was developed in close cooperation with DG Employment and Social Affairs.

In 1999 two reports were finalised. The first focused on the spread of financial participation and its relationship to other forms of representative participation, workplace industrial relations and various types of direct participation. The different usage of financial participation in 11 Member States has been examined through multi-variate analysis. The second report develops a comprehensive analytical framework for financial participation.

During 1999, the Foundation jointly organised an international workshop, with the Nijmegen Business School, to identify knowledge gaps in the EU on financial participation and to suggest a possible focus of future research, resulting in the preparation of a new study covering 14 Member States. A second conference on financial participation in Ireland was organised in cooperation with ETUC, SIPTU and the European Commission.

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Challenge

Social Cohesion

## Context

Efforts to strengthen action for social cohesion are key components of recent Commission communications on the modernisation of social protection and on guidelines for employment policy as well as in the Amsterdam Treaty, the Agenda 2000 package and the Commission's current Social Action Programme.

The Foundation's work in relation to social cohesion has sought to identify effective and practical strategies to combat exclusion. It aims to strengthen approaches for the transfer of lessons from successful innovative action to influence implementation in mainstream policy areas such as employment, social protection, health and education.

The role of the different parties involved in policy development, implementation and evaluation is a central consideration. In particular, the programme addresses the role of those who are disadvantaged, as both services users and citizens, and their interaction with public authorities and with service providers. Equally, the contribution of the social partners has been a focus of the Foundation's work, both their role in developing successful social systems (for integration to employment and social protection) and their involvement in initiatives to combat exclusion at a more local level, whether in the workplace or in the community.

One of the most practical objectives of the Foundation's recently published *Handbook for Good Practice* is to make local community involvement more visible to policy makers, budget holders and social partners involved in local development; and to show how community involvement can be planned in local development schemes. Dissemination of reports of work on citizen's action and on local partnerships continued during the year.

During 1999 the results of research on measures to retain and reintegrate workers in employment were developed. Good practice guides were published which drew upon lessons from the project on employment counselling and guidance (Eurocounsel), and on the combating of age barriers in employment. These were each translated into five other languages, including Finnish, and were

widely disseminated during the Finnish Presidency of the EU Council. Permission was granted for use of the Eurocounsel good practice guides in a Leonardo distance training course on access to guidance. A conference on 'Active strategies for an ageing workforce' was organised together with government ministries, pension funds and social insurance organisations in Finland. The report of that conference was launched at the Commission conference on 'Active ageing' organised as a contribution to the UN Year of a Society for All Ages.

All social cohesion projects address issues of gender and therefore include results that contribute to the equal opportunities challenge; equally the work on access to employment and on the promotion of participation has elements directly related to the corresponding challenges in the Foundation's work programme. The projects continue to strive for a more integrated approach addressing both living and working conditions, quality of working life and quality of life outside work. The issue of reconciling work and home or family life does not diminish in importance and was the subject of seminars, a paper published by the Commission's Work and Family Network and in contributions to the Eurolink Age initiative on working and caring.

There has been wide dissemination of the Foundation's work. For example, eight of the ten country studies for the project on local partnerships have now appeared as books published in the corresponding countries. Material from the age barriers research was used by the German Bundestag's Commission of Enquiry on the Consequences of Demographic Change, as well as in the 'Future Report' of the Federal Ministry of Education and Research; this research contributed to the 'own initiative' opinion of the Committee of the Regions to mark the International Year for All Ages. Presentations from the project on age management in enterprises were made to the UK Employers Forum on Age as well as to the European Association of Directors of Human Resources. The report on linking welfare and work has been used on trade union training courses in the UK and Ireland.

The focus of the 1999 work programme has been on the rethinking of social protection and of social welfare services. However, the links to labour market issues are strong, and are emphasised in new aspects of the EU Employment Guidelines for the Year 2000: the preventive approach; the transition from passive to active employment measures; and active ageing policies in order to retain older workers in the labour force.

## **Summary of activity in 1999**

### **Integrated approaches to active welfare and employment policies 0194**

Work on this research project is specifically concentrating on the coordination aspects of active welfare and employment policies. It deals with the experiences of people of working age in receipt of social assistance/ minimum income. Increasingly this group is exposed to activation schemes and to the efforts of both employment and social protection services such as public employment services, social welfare offices etc. Frequently support is also provided by housing, education, health and other services.

A first meeting of researchers from 11 participating countries (Belgium, Denmark, Finland, France, Germany, Ireland, Italy, The Netherlands, Portugal, Spain and the UK) took place in December. The research is designed to be practical and geared towards problem solving. It will examine policies and services at all levels of planning, delivery, monitoring and evaluation and will identify mechanisms for effective coordination of activation measures, as well as assessing their impact on client groups.

An outline of the project was presented at a meeting of Exspro (Social Exclusion and Social Protection), a research programme financed under Targeted Socio-economic Research, focusing



on social exclusion and social protection measures. This took place in the context of the Finnish Presidency conference on 'Financing social protection' held in November 1999.

National reports will be completed during the first half of 2000 and the European synthesis report based on this work will be prepared in the autumn. It is also intended to produce a small comparative booklet on minimum-income schemes.

### **Social public services: quality of working life and quality of service 0209**

The promotion of user involvement, together with efforts to better integrate and coordinate services and to ensure quality, are cornerstones of recent developments in social public services. Current research is specifically examining the outcomes of these developments for the working conditions of staff and the quality of service to users. In particular it is looking at changes in social public services to meet the needs of three client groups; older people living alone, unemployed young people and adults with a mental illness or mental handicap.

During 1999 national reports for the ten participating countries were completed. In addition supplementary research was undertaken in the five remaining Member States to analyse key changes and policy innovations in their social public services. The studies pay particular attention to initiatives for reform and modernisation and their employment consequences. They examine impacts on working conditions and performance of the services and also include interviews to assess outcomes from the perspectives of the key parties involved: policy makers, staff and the emerging networks of users across Europe. The European synthesis report based on this work began with an overview of the main EU policy areas of social protection, employment, equal opportunities and social exclusion. Key material is drawn from examples of good practice and from detailed case studies carried out at national level.

Preliminary results from the work were drawn upon in preparation for a meeting of European experts organised by the German Association for Public and Private Welfare, 'Users in social services: from clients to customers,' held in Frankfurt in September. Some results were presented at the European Congress of Gerontology.



Challenge

Sustainable development

## Context

The Foundation's work programme in this area has diversified to reflect the broader scope implied by the term 'sustainable development', as evidenced by the topics covered by the three ongoing projects in the current four-year programme:- sustainable design approaches and new forms of dissemination of the sustainability message, economic and fiscal incentives to improve the working and external environments, and provision of professional education and training for environmental management.

A simultaneous trend at global, European and national level has seen the move towards sustainable development assuming a heightened priority over the last ten years. Evidence of this can be seen in the Treaty on European Union (Maastricht, 1992) which set out the achievement of sustainable development as one of the Union's principal objectives, as well as in the Amsterdam Treaty (1997). The latter requires integration of environmental considerations in the definition and implementation of all the Union's other economic and social policies and activities, a commitment which was the subject of detailed analysis and debate during the Finnish presidency in the second half of the year.

The Foundation has adopted a selective approach, concentrating on specific sustainable development topics where its structure and close relations with the social partners and governments can enable it to make a significant contribution.

Based on the above considerations, the 1997-2000 four-year rolling programme identified sustainable patterns of production and consumption as key issues to be addressed by the Foundation's work with, more specifically, contributions aiming at the promotion of awareness and changes in behaviour, the impact of new instruments and actions in specific sectors and the development of shared responsibility and participation by the main actors in the promotion and implementation of sustainable development policies.

The use of economic and fiscal instruments as a means of improving environmental performance has become an increasingly popular policy alternative to traditional regulatory approaches and



many administrations have introduced environmental taxes and charges in a variety of sectors in recent years. New skills and qualifications are increasingly seen as the *sine qua non* for employment creation and sustainable development, and it is therefore natural that environment or sustainability-related education and training has become a priority area following the review of the EU's Fifth Environmental Policy and Action Programme.

## Summary of activity in 1999

### Design for sustainable development 0204

In 1999 the report, *Design for Sustainable Development: Practical Examples of SMEs*, which assessed the situation of European small and medium-sized enterprises in the sustainability context and sought to identify the reasons for the comparatively slow absorption of the new ideas and practices within SMEs, was published. The report set out the policy issues involved, described the full range of EU initiatives designed to encourage SMEs in their move towards sustainable production and consumption and showcased 25 sustainable SMEs from around the world.

Other areas of ongoing research included renewable resources (in particular, non-food agricultural resources such as hemp and flax), the health aspects of workers dealing with sustainable production and services and the availability of support systems for SMEs and micro-firms. Reports in these three areas were finalized during 1999.

A short booklet, *Sustainable Development: Practical Initiatives for Policy Makers and the Social Partners*, which lists and describes the Foundation's initiatives across a variety of media (printed publications, software tools, online directories and electronic publications) that have sought to address the requirements of sustainable production from a social partner perspective, was published.

During 1999, four new database-driven online directories were added to the SD Online section ([susdev.eurofound.ie](http://susdev.eurofound.ie)) of the Foundation website. These include an expanded version of a sustainable development networks directory as well as a conferences directory, a sustainability tools database and a directory outlining available professional SD-oriented education and training courses. Taking advantage of the world wide web as a dynamic information medium, each of the online directories are regularly updated and are equipped with interactive interfaces allowing reader registration and submissions.

A leaflet *Sustainable Development Online* was published and disseminated and was a key component in the publicity campaign for the section's new web initiatives.

### Economic instruments for sustainable development 0205

The possibilities of integrating incentives to improve both worker health and safety (the working environment) and the external environment is the specific focus of the Foundation's work in this area. Published in early 1999, *Economic Instruments for Sustainable Development: Improving the External and Working Environments (Part 1)* looks at the linkages between the two areas and investigates how policy interventions in both can be made mutually supportive and reinforcing. It is an exploratory study which presents a synthesis of existing economic incentive schemes and possible future developments as well as developing a framework for the analysis of the employment impact of such schemes. The work focuses on national experiences in Ireland and Germany.

The follow-up report, *Economic Instruments for Sustainable Development: Improving the External and Working Environment (Part 2)*, was published in late 1999 and expanded the scope

of the research to cover eight case studies from four featured Member States - Italy, France, Denmark and Portugal.

### **Professional education and training for sustainable development relating to SMEs 0206**

This project looks specifically at the education and training requirements of small and medium-sized enterprises (SMEs), as it has been established that there are particular needs in the small business sector which are not being met at present. The work looks at existing training structures, institutions and curricula, assesses current provisions and seeks to identify trends at local/regional, national and European level. The project also looks into practical opportunities for new measures and initiatives, including how the existing training supply can be made more accessible to SMEs.

Following the completion of national studies covering the UK, the Netherlands, Denmark and Sweden in 1998, new national studies were undertaken and completed in 1999 in Belgium, France and Germany while research has commenced on a final set of national studies to cover Spain and Italy.

*Training in Environmental Management - Industry and Sustainability* was published in 1999. This is a synthesis report based on earlier Foundation research on corporate environmental and resource management which sought to identify education and training requirements of middle and lower management and workers respectively.

### **European conference on the role of the social partners in sustainable development 0213**

Following extensive preparatory work in 1998, the Foundation hosted a two-day European conference on the role of the social partners in sustainable development in February 1999. Over fifty researchers and social partner representatives took part in the presentations, debate and discussion. In addition to defining the role of the social partners in sustainable development, the conference also sought feedback from the participants on what focus the Foundation's work should take in this area in light of the fact that the EU's Fifth Environmental Policy and Action Programme are under review and the Foundation's four-year rolling programme is scheduled for renewal before the end of 2000.

A summary of the main recommendations to emerge from the conference was published and an online version of the final conference report, comprising resumés of all of the presentations and of the associated working group discussions, appeared simultaneously with the hard-copy version in summer 1999.



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Challenge

Programme of coordination, exchange and information/dissemination

## Context

Communication of the Foundation's work to its target audience of policy makers, social partners and practitioners and to the wider audience of researchers and the general public is a primary function of the Foundation. It was established specifically to increase and disseminate knowledge. The Foundation is acutely aware of its duty to meet this goal through its information policy. Details of the information activities for 1999 are to be found in the annexes appended to this report. An overview is set out below.

During 1999, there was considerable expansion of the Foundation capacity to process and deliver information more effectively through the continuing development of its electronic publishing systems and the streamlining of its dissemination processes. These developments have been complemented by preparations for a resource database which will store all Foundation research results making them easily accessible for re-use and multi-media publishing.

The Foundation takes a pro-active approach to communicating with European institutions, policy makers and the social partners. In 1999, the Foundation was present at conferences of the German and Finnish Presidencies where it exhibited the Foundation's work and organised press and informal briefings. It conducted a number of press campaigns in conjunction with the European Commission to publicise the EPOC (Employee direct Participation in Organisational Change) study on participation, research on working conditions and ageing, as well as early findings of the Employment Options of the Future survey. Throughout the year, selected projects and publications were promoted in periodicals and journals throughout the EU.

More formalised quality management procedures are being developed in the Foundation, especially in relation to the management of technical contracts such as web services and electronic publishing. This has been taken up as a Foundation pilot project on quality management, involving contracts from the research, information and IT areas of the Foundation.

## Summary of activity in 1999

### Information services and systems 0169

#### Information centre/library services

The Foundation has a well-established and professionally organised body of knowledge covering the specialised fields of interest of the Foundation. The staff have dealt with an increasing number of enquiries from external users and are making extensive use of electronic information sources and automated systems. The existence of the Foundation's website has changed the nature of the enquiries received which are much more research-oriented. In 1999, almost 5,000 enquiries were handled, and staff have streamlined the process of providing this service. During 1999, the Foundation developed a library Intranet site as a resource for staff, with the aim of providing guided access to Internet resources.

#### Foundation Internet sites

The Foundation's website, [www.eurofound.ie](http://www.eurofound.ie), launched in June 1998, has become an important first information point about the Foundation, its work and its publications. Most of the information is online in both English and French, with many of the free publications available for downloading in up to 11 languages. There has been strong growth in usage of the site, now up to approximately 10,000 user sessions per month, compared to 3,500 in late 1998. New features include online ordering facilities for publications and a registration system designed to enable information about our users to be obtained.

A number of specific subsites have been developed within the general framework, notably: *Working Conditions Online* ([www.eurofound.ie/themes/health/workingcond.html](http://www.eurofound.ie/themes/health/workingcond.html)) to disseminate information from the Second European Survey on Working Conditions; *Sustainable Development Online* ([www.eurofound.ie/themes/sustainability/sdonline.html](http://www.eurofound.ie/themes/sustainability/sdonline.html)) as a source of information on sustainable development initiatives from the Foundation and other; and *European Work Councils Agreements Online* ([www.eurofound.ie/ewc.html](http://www.eurofound.ie/ewc.html)).

#### The resource database

The aim of this project is to develop an infrastructure which will allow the Foundation to exploit the full value of its research by such facilities as retrieval of relevant Foundation information in response to subject enquiries; on-demand publishing; producing files for loading on Intranets or other internal information systems of EU institutions, social partners and government bodies; and making summaries or full documents available on the Internet for access by the general public.

Much work was carried out in 1999 to define the system requirements and analyse the internal processes and workflows in preparation for the implementation of an electronic repository and publishing system.

### Multilingual programme of publications/electronic publications 0173

Working in close association with the Foundation's publisher, the Office for Official Publications of the European Communities (OPOCE), this programme deals with the management and publication of research results in both paper and electronic formats. Altogether 92 titles were published in 1999. These are listed in annex 7 where they are grouped by the six main challenges they address. In 1999 the publications programme for the EPOC project was completed as well as that for the project on Equal Opportunities and Collective Bargaining in the EU. Other projects were working towards shaping final products for 2000. The size of the publications programme for 1999 reflects careful decisions taken on what to publish and in which format, as



well as an increasing emphasis on quality in the areas of editing, presentation and matching the information needs of the Foundation's audiences.

The 'briefings' (or summaries) of 4-8 pages are now the standard tool for dissemination of the key findings and political recommendations. Instead of producing a 'briefing' for each report, these are produced under a thematic umbrella. These publications are translated in all the official languages of the EU and can be downloaded and printed from our website. The European synthesis reports are produced in various combinations of languages to ensure an effective dissemination to our core audience.

Co-publication and license arrangements with commercial publishers and research institutions across Europe continue to play an important role in information policy. During 1999 the Foundation published jointly with Sweet & Maxwell as well as with Kluwer Law International. About 17 license agreements with publishers in nine different countries ensured wider dissemination of information to national audiences.

A selection of Foundation publications are for sale through the network of sales agents of the OPOCE and 1 997 copies were sold during 1999. On the Foundation website an on-line ordering system connected to the sales agents was developed. The catalogue of publications on the Foundation website gives direct access to the free publications and most of them can be downloaded directly from there. In the area of off-line electronic publications three CD ROMs were produced. One of them, containing the full text of all publications produced in 1998/1999, was produced specially for the European Documentation Centres (a network of about 800 libraries who hold copies of all documents published by the OPOCE).

## **Promotion and public relations 0180**

### ***Communiqué* – the Foundation's newsletter**

The Foundation newsletter, *Communiqué*, was published 10 times during the year. Articles including news items, interviews and reports covered Foundation work and contributions to events. It informed the Foundation's target audience of ongoing work and generated interest and further enquiries.

### **Press activities**

Work addressing every challenge was covered in the European press during 1999. Specific projects identified for particular promotion included: Employment Options of the Future survey, EPOC, Monitoring Working Conditions, European Works Councils (EWC) and the ageing workforce.

Press conferences were organised in Germany, Sweden and Finland to publicise the first findings of the Employment Options of the Future survey. The survey was also promoted through press campaigns in Belgium, Greece, Italy and Austria. The EPOC project was also identified for press promotion and received considerable coverage specifically in Ireland, Italy, Germany, Greece, the Netherlands and the UK. The launch of the EWC subsite was covered in Germany, the Netherlands, the UK and Ireland. Regular reference to the findings of the Second European Survey on Working Conditions were noted. The establishment of links with European organisations for future cooperation in promoting the Foundation's work and profile via press activity was also the focus of attention.

### **Dissemination**

Research publications were disseminated to different interest groups by means of the mailing list, which is integrated into the database mailing system created by OPOCE some years ago. This current address list of around 17 000 is managed by Foundation staff and requires continuous updating and amending to achieve maximum accuracy. This is a very important tool for audience targeting and it was used to distribute 149 reports in various language.

Reports, periodicals and catalogues were also sent directly from the Foundation premises with dispatches going to international conferences, meetings and other events. Selected groups have been targeted with specific information. For example, mailshots relating to the relaunch of the *BEST* (European Studies on Time) periodical and the European Works Council subsite were sent to organisations which would be directly concerned with these developments.

The Foundation is also carrying out a dissemination programme in a selected number of Central and Eastern European countries — Estonia, Poland, the Czech Republic, Hungary and Slovenia. It prepared information dossiers which include general information about the Foundation and also more specific information on four areas of concern in these countries: health and safety at work, the equal treatment of men and women, social dialogue, and labour law. The dossiers were translated and will be distributed through a network of established information points in government, trade union and employers' organisations in these countries.

#### **Marketing and promotion activities**

General promotional activities included the production of short-run, event-specific brochures and leaflets together with the organisation of targeted mailshots, both in advance of Foundation participation in Presidency and other international events and as follow-up activity. Information and enquiry desks were serviced by the Foundation staff at some 26 outside events in 16 cities. A targeted advertising campaign focused on EIRO and the Foundation's industrial relations information sources was organised in all EU Member States in 1999. New display materials for use at a wider variety of conference/exhibition venues were commissioned. Groups and individuals from the main audiences visited the Foundation for information briefings throughout the year.

## ■ Annexes

1. Foundation budget 1999
2. Administrative Board
3. Committee of Experts
4. Foundation staff
5. Foundation meetings 1999
6. International conferences 1999
7. Foundation publications

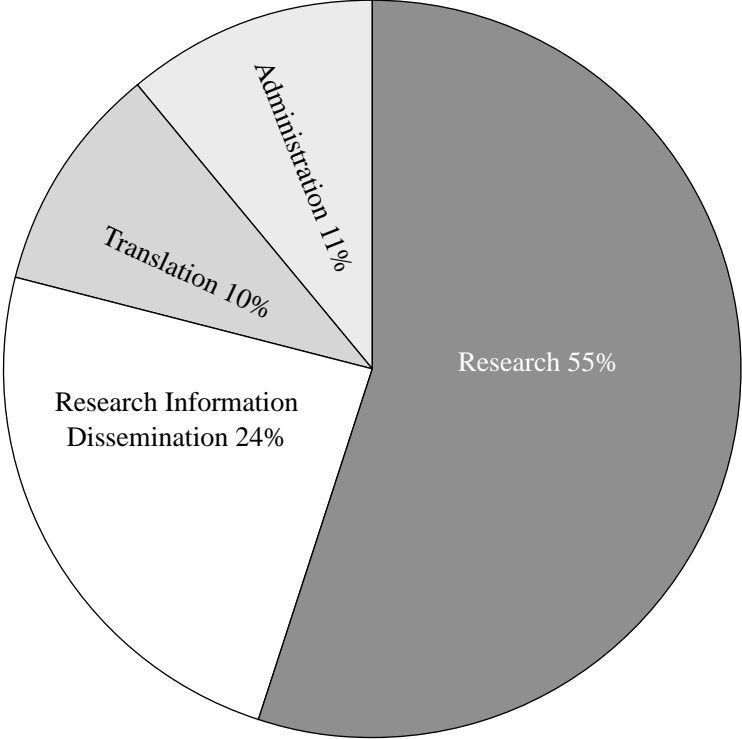




**Summary table of expenditure for financial year 1999** (in euros)

	<b>TOTAL</b>	<b>TITLE 1</b>	<b>TITLE 2</b>	<b>TITLE 3</b>
		<b>Staff Expenditure</b>	<b>Administrative Expenditure</b>	<b>Operating Expenditure Living and Working Conditions</b>
<b><i>Appropriations Available</i></b>				
Final appropriations for the financial year 1999	14.800.000	7.100.000	1.500.000	6.200.000
Increase compared with 1998	5,7%	2,9%	36,4%	3,3%
<b><i>Utilisation of Appropriations</i></b>				
Commitments amounted to	14.517.408	6.989.738	1.374.756	6.152.914
Leaving to be cancelled an amount of	282.592	110.262	125.244	47.086
Percentage utilised	98,1%	98,4%	91,7%	99,2%
Percentage cancelled	1,9%	1,6%	8,3%	0,8%
<b><i>Utilisation of Appropriations carried over from 1998</i></b>				
Appropriations carried over (Art.6.1(c) of the Financial Regulations) amounted to	3.219.686	78.516	222.543	2.918.626
Payments from carryovers amounted to	3.048.327	66.813	117.145	2.864.369
Leaving to be cancelled an amount of	171.359	11.703	105.398	54.257
Percentage utilised	94,7%	85,1%	52,6%	98,1%
Percentage cancelled	5,3%	14,9%	47,4%	1,9%

Functional Analysis - 1999 Accounts



Based on estimated expenditure





## Annex 2

**Administrative Board**  
 (as at 31 December 1999)

**Chairperson of the Board**

Jan Willem Van den Braak  
Employers Group

**Vice-Chairpersons of the Board**

Marc Boisnel  
Government Group

Marjaana Valkonen  
Employees Group

Odile Quintin  
European Commission

**Representatives of the  
European Commission**
**Member**

Odile Quintin  
Social Affairs and Employment DG

**Member**

Constanza Adinolfi  
Environment DG

**Member**

Andrew Sors  
Research DG

**Coordinators**
**Employers Group**

Olivier Richard  
UNICE

**Deputy Coordinator**

Bernard Le Marchand  
FEMGD

**Employees Group**

Willy Buschak  
ETUC

**Deputy Coordinator**

Roger Sjøstrand  
ETUC

**Alternate**

Gabrielle Clotuche  
Social Affairs and Employment DG

**Alternate**
**Alternate**

Ronan O'Brien  
Research DG

## Annex 2 (continued)

## Administrative Board (as at 31 December 1999)

COUNTRY	Representatives of National Governments		Representatives of Employers' Organisations		Representatives of Employees' Organisations	
	MEMBER	ALTERNATE	MEMBER	ALTERNATE	MEMBER	ALTERNATE
<b>Austria</b>	U. NEUFANG Bundesministerium für Arbeit, Gesundheit und Soziales	B. STIMMER Bundesministerium für Arbeit, Gesundheit und Soziales	H. BRAUNER Industriellen-Vereinigung	C. PARAK Verband der Öffentlichen Wirtschaft und Gemeinwirtschaft Österreichs	R. CZESKLEBA ÖGB	G. STEMBERGER Vienna Chamber of Labour
<b>Belgium</b>	M. de GOLS Ministère de l'Emploi et du Travail	L. van HAMME Ministerie van Tewerkstelling en Arbeid	J. van HOLM Verbond van Belgische Ondernemingen	R. WAEYAERT NCMV	H. FONCK A C V - CSC	C. CYPRES Fédération Générale du Travail de Belgique
<b>Denmark</b>	L. ADLER Arbejdsministeriet	T. MØLSTED JØRGENSEN Arbejdsministeriet	A.J. PEDERSEN Dansk Arbejdsgiverforening	P. LAURENTS Deputy Director SALA	A. BENDIXEN FTF	J.T. RASMUSSEN LO i Danmark
<b>Finland</b>	M. SALMENPERÄ Ministry of Labour	T. ALASOINI Ministry of Labour	T. SAUKKONEN Confederation of Finnish Industry & Employers	J. SUUTARINEN Employers' Confederation of Service Industries	M. VALKONEN SAK	P. HARJUNEN STTK
<b>France</b>	M. BOISNEL Ministère du Travail, du Dialogue Social et de la Participation	A. VILLALONGA Ministère de l'aménagement du territoire et de l'environnement	J. COMBE CEEP	E. JULIEN MEDEF	J.-P. PEULET CFDT	M. DECAYEUX CGT-FO
<b>Germany</b>	W. KOBERSKI Bundesministerium für Arbeit und Sozialordnung	B. BARTH Bundesministerium für Arbeit und Sozialordnung	J.R. HAGEDORN Bundesvereinigung der Deutschen Arbeitgeberverbände	R. HORNUNG-DRAUS Bundesvereinigung der Deutschen Arbeitgeberverbände	D. POUGIN Deutscher Gewerkschaftsbund Bundesvorstand	R. DOMBRE Deutscher Gewerkschaftsbund Bundesvorstand
<b>Greece</b>		D. TANGAS Ministry of Labour	E. TSOUMANI-SPENTZA Federation of Greek Industries	E. TSAMOUSOPOULOS Confederation of Greek Industries	S. LEMOS Greek General Confederation of Labour	D. MOSCHOGIANNIS GSEE Rhodes Labour Centre
<b>Ireland</b>	W. JESTIN Department of Enterprise, Trade and Employment	M. O'DONOGHUE Department of Environment and Local Government	A. GIBBONS Irish Farmer's Association	C. McCONNELL Irish Business and Employers Confederation IBEC	J. SHANAHAN Manufacturing, Science & Finance Trade Union - MSF	L. BERNEY Irish Congress of Trade Unions (ICTU)

## Annex 2 (continued)

## Administrative Board (as at 31 December 1999)

Representatives of National Governments			Representatives of Employers' Organisations		Representatives of Employees' Organisations	
COUNTRY	MEMBER	ALTERNATE	MEMBER	ALTERNATE	MEMBER	ALTERNATE
<b>Italy</b>	M.T. FERRARO Ministero del Lavoro	M. BIAGI	C. TERRANEO Confindustria	C. DEL MONTE Confindustria	A. MASETTI UIL	G. MALASPINA CGIL
<b>Luxembourg</b>	J. ZAHLEN Ministère du Travail	P. WEBER Ministère du travail	N. WELSCH Société Nationale des Chemins de Fer Luxembourgeois	N. SOISSON Fédération des Industriels Luxembourgeois-FEDIL	N. HOFFMANN Lëtzebuurger Chrëschtliche Gewerkschafts-Bond (LCGB)	R. PIZZAFERRI Onofhängege Gewerkschaftsbond Lëtzebuerg (OGB-L)
<b>Netherlands</b>	C.J. VOS Ministerie van Sociale Zaken en Werkgelegenheid	W.L.J. van de GRIENDT Ministerie van Sociale Zaken en Werkgelegenheid	J.W. VAN DEN BRAAK VNO-NCW	A.G. JOOSTEN Federatie van Land- en Tuinbouworganisaties LTO	W. SPRENGER Federatie Nederlandse Vakbeweging	H. BRÜNING Christelijk Nationaal Vakverbond (CNV)
<b>Portugal</b>	J. BRITO XAVIER IDICT Instituto de Desenvolvimento e Inspeção das Condições de Trabalho	H. GIL Ministério do Ambiente	A. COSTA ARTUR Confederação do Comércio e Serviços de Portugal (CCP)	L. A. GARCIA FERRERO MORALES Associação Industrial Portuguesa	J. DIONISIO CGTP	J. de DEUS GOMES PIRES UGT Portugal
<b>Spain</b>	I. MATÍA PRIM Ministerio de Trabajo y Asuntos Sociales	C. BRIONES GONZALEZ Ministerio de Trabajo y Asuntos Sociales	M.A. ASENJO DORADO Confederación Nacional de la Construction (CNC)	M.J. GONZALEZ FERNANDEZ SEPI	C. MARTÍN URRIZA Confederación Sindical de Comisiones Obreras	I. SAGARNA ODRIUZOLA Solidaridad de Trabajadores Vascos (ELA/STV)
<b>Sweden</b>	O. PERSSON Ministry of Industry, Employment & Communications	M. FOYER Ministry for Social Affairs	M-L. THORSÉN LIND The Swedish Employers' Federation SAF	E. JANNERFELDT The Swedish Employers' Federation SAF	M. BREIDENSJÖ Swedish Confederation of Professional Employees TCO	C. NILSSON Swedish Trade Union Confederation LO
<b>United Kingdom</b>	R. BARTHOLOMEW Department for Education and Employment	P. SAUNDERS Department of the Environment	M. BAMFORTH Confederation of British Industry (CBI)	K. LEISHMAN Confederation of British Industry (CBI)	D. FEICKERT Trade Union Congress (TUC)	S. PERMAN Trade Union Congress (TUC)
<b>EEA-EFTA</b>	<b>Observers</b>					
	T. KJELDSBERG Ministry of Local Government and Regional Development NORWAY		K. SKJØLAAS Confederation of Norwegian Business and Industry NORWAY		A. KALLEVIG The Norwegian Confederation of Trade Unions NORWAY	

## Annex 3

## Committee of Experts

**Belgium**

Marc Heselmans  
Ministerie van Tewerkstelling en Arbeid

**Netherlands**

Wout L. Buitelaar  
University of Amsterdam

**Germany**

Norbert Altmann  
Institut für  
Sozialwissenschaftliche Forschung e.V.

**Spain**

Carmen Ortega Jiménez  
Dirección General de Acción Social, del  
Menor y de la Familia

**Portugal**

António Casimiro Ferreira  
Colégio de S. Jerónimo

**Luxembourg**

Jean-Paul Demuth  
Association d'assurance contre les  
accidents, section industrielle

**Sweden**

Bengt Furåker  
University of Göteborg

**Ireland**

No nomination yet

**Austria**

Michaela Moritz  
Österreichisches Bundesinstitut für  
Gesundheitswesen (ÖBG)

**United Kingdom**

Jane Millar  
University of Bath

**Finland**

Jouko Nätti  
University of Jyväskylä

**Denmark**

Anders Rosdahl  
Socialforskningsinstituttet

**Italy**

Silvana Sciarra  
Università Europea di Firenze

**Greece**

Christina Theochari  
Athens Labour Centre

**France**

Françoise Piotet  
Université de Paris I-Panthéon Sorbonne

**Observer:**

Norway  
Tore Nilssen  
SINTEF IFIM

## Annex 4

Foundation staff  
(at 31 December 1999)**DIRECTORATE**

Eric Verborgh, Acting Director  
Eberhard Koehler  
Wendy O'Conghaile  
Annick Menzies  
Catherine Cerf

**OPERATIONAL SUPPORT**

Charlotte Kjær Andersen  
Martine Deasy  
Hanne Hansen  
Patricia Kingston  
Ann McDonald  
Mariangela Testa (also Language Services Unit)

**RESEARCH AND DEVELOPMENT*****Group A***

Pascal Paoli  
Raili Dahlberg  
Sarah Farrell  
José María Fernández  
Christine Gollin  
Henrik Litske  
Sophia MacGoris  
Leontine Mastenbroek  
Michel Miller  
Matthieu de Nanteuil\*  
Filomena Oliveira\*  
Dimitrios Politis

***Group B***

Robert Anderson  
Aoife Caomhanach  
Pio Carotenuto\*  
Maria Correira-Barbosa  
Stavroula Demetriades  
Camilla Galli da Bino  
Timo Kauppinen  
Inma Kinsella  
Hubert Krieger  
Agnes Parent-Thirion  
Sylvaine Recorbet  
Teresa Renehan  
Gemma Sanchez

**INFORMATION, DOCUMENTATION AND DISSEMINATION*****Information Systems and Services***

Fiona Murray  
Gabriele Felsterl (also Language Services Unit)

Chrysanthe Moschonaki (also Language Services Unit)  
Marie O'Meara  
Barbara Schmidt  
Jan Vandamme

***Publications***

Mattanja de Boer  
Martin Flynn  
Philip Ireland  
Anne Jalkanen (also Language Services Unit)  
Hilary O'Donoghue  
Colm O'Neill

***Promotions and Public Relations***

Brid Nolan  
Roseanna Creamer  
Sean Griffin  
Doris Hirschfeld

***Language Services Unit***

María Barreiro  
Cécile Deneys  
Cristina Frawley  
Brigitte Mariacher  
Jacques Prieu  
Evangelos Psaroudakis

**ADMINISTRATION, PERSONNEL AND TECHNICAL SERVICES**

Terry Sheehan  
Heather Brown  
Linda Byrne  
Raymond Comerford  
Michael Cosgrave  
Elisabeth Gouilleux-Cahill  
Jim Halpenny  
Ewan Hogan  
Dolores McCarthy  
Mary McNeice  
Brian Moore  
Louise Shanley  
Sally Anne Sloan

\* Detached national experts

## Annex 5

## Foundation Meetings 1999

<b>RESEARCH AND DEVELOPMENT ACTIVITIES</b>		
<b>Employment</b>		
<b>Living and working in the information society (0110) - E. Köhler, T. Kauppinen, S. Demetriades</b>		
14-15 January	Workshop (Trans-border issues in teleworking)	Dublin
22-24 September	Conference	Aarhus
22-24 November	Workshop (in co-operation with the Swedish Institute for Working Life)	Dublin
<b>Jobs in EU Micro-Firms (0201) - F. Oliveira, E. Köhler</b>		
22-23 April	Workshop (in co-operation with the Swedish Institute for Working Life)	Dublin
<b>Innovative forms of work organisation (0115) - E. Köhler, T. Kauppinen, K. O'Kelly</b>		
17-20 May	6th European Ecology of Work Conference	Bonn
<b>Employment options of the future (0152) - E. Köhler, T. Kauppinen, M. Heikkinen</b>		
13 October 1999	'Working Time' Conference	Helsinki
<b>Innovative collective and tripartite agreements on job creation, job protection and competitiveness (0211) - H. Krieger, K. O'Kelly</b>		
9 December	Workshop	Brussels
<b>Equal Opportunities</b>		
<b>Work organisation and gender (0216) - K. O'Kelly, H. Krieger</b>		
21-22 September	Conference	Dublin
<b>Equal opportunities and collective bargaining in the Member States of the EU (0188) - M. Latta, H. Krieger</b>		
16 February	Joint Foundation/SIPTU Conference	Dublin
<b>Social Cohesion</b>		
<b>Active strategies for an ageing workforce (0214) - R. Anderson</b>		
12-13 August	Conference	Turku
<b>Participation</b>		
<b>The nature and extent of financial participation in the European Union (0218) - K. O'Kelly, H. Krieger</b>		
9-10 September	Workshop	Dublin
22 September	Conference	Dublin
<b>Sustainable Development</b>		
<b>The role of the social partners in sustainable development (0213) - J. Pedersen, H. Litske</b>		
25-26 February	Conference	Dublin

<b>EUROPEAN INDUSTRIAL RELATIONS OBSERVATORY (EIRO)</b>		
<b>European Industrial Relations Observatory (0188) - E. Köhler, T. Kauppinen, M. Carley [until June 1999], N. Wood [deceased], F. Murray, B. Schmidt, S. Demetriades</b>		
5 March	9th EIRO Steering Committee meeting	Brussels
7-8 October	10th EIRO Steering Committee meeting and National Centres meeting	Dublin
<b>DEBATE AND DISCUSSION ACTIVITIES</b>		
<b>Meetings of the Administrative Board and Groups (0001)</b>		
12 February	Bureau	Brussels
25-26 March	Administrative Board	Dublin
28 May	Bureau	Brussels
23-24 June	Government Group	Dublin
24-25 June	Employers Group	Dublin
5-6 July	Employees Group	Dublin
9 July	Bureau	Brussels
24 September	Bureau	Brussels
11 November	Bureau and Group meetings	Dublin
12 November	Administrative Board	Dublin
<b>Meetings of the Committee of Experts (0002)</b>		
6-7 July	Committee of Experts	Dublin
10 November	Committee of Experts	Dublin
<b>Exchange of information with Central and Eastern Europe (0145) - K. O'Kelly, E. Köhler, T. Kauppinen, F. Oliveira, P. Carotenuto, M. Miller</b>		
27-29 September	Seminar	Dublin
18-21 October	Seminar	Dublin
<b>INFORMATION AND DISSEMINATION ACTIVITIES</b>		
<b>Use of information sources on industrial relations in Europe - F. Murray</b>		
25-27 February	Joint Foundation/ETUCO/ETUI workshop	Dublin

**Annex 6****International Conferences 1999****January**

**13-14** Seminar on Work Life 2000 - Work Environment and Health, (Stockholm), organised by the Swedish Working Life Institute. P. Paoli presented a paper on 'Working Conditions and OHS Policies'.

**22** Workshop on Working Conditions in Europe, (Madrid), organised by the INSHT. P. Paoli presented a paper on 'Working Conditions in Europe'.

**February**

**4-5** Seminar on Institutional Change within the European Union, (Caen), organised by the LSCI-CNRS. M. de Nanteuil presented a paper on 'Politiques d'emploi et de flexibilité dans le cadre de l'UE'.

**16-17** Seminar on Job Creation in Services Sector, (Brussels), organised by the European Commission, Employment and Social Affairs DG. (P. Carotenuto)

**19** Seminar on National Action Plans (Brussels) and Editorial Committee of *Transfer*, organised by the ETUI. (K. O'Kelly)

**19-20** Nordflex Seminar of the OECD's Flexible Enterprise project, (Stockholm). T. Kauppinen made a presentation on the EMU project.

**25-26** Work Life 2000, (Bilbao), organised by the European Agency for Health and Safety at Work. P. Paoli made a presentation on 'Serving the Needs of Policy Makers: Surveys on Working Conditions'.

**28** Conference on European Works Councils, (Brussels), organised by ETUC. (T. Kauppinen)

**March**

**11-12** Work and Stress Conference, (Baltimore), organised by the American Psychological Association. R. Anderson

chaired the session on 'Social policy and absenteeism'.

**11-13** APA-NIOSH Work, Stress and Health Conference, (Baltimore), organised by the American Psychological Association. P. Paoli presented two papers, 'Psychosocial Stressors in the Workplace and their Consequences for Health: The European Dimension' and 'Precarious Employment and Health'.

**12** Colloquium on 'Effets et méfaits de la modernisation dans la crise', (Paris), organised by ERESMO. M. de Nanteuil made a presentation on 'Politiques de qualification en France'.

**12-13** 4th European Congress of CPE: Changes in risks at work and the response of the regulatory authorities, (Turin), organised by the Association européenne d'inspecteurs du travail (CPE)/Società nazionale operatori della prevenzione (SNOP). J. Costa made a presentation on 'How the Work has changed in Europe owing to the Economic Integration: Data and Views'.

**30** Conference on Ageing at Work, (Paris), organised by ANVIE. P. Paoli made a presentation on 'Corporate Policies dealing with an Ageing Workforce'.

**30** Committee on Employment and Social Affairs, (Brussels), European Parliament. F. Oliveira presented a paper on 'Jobs in EU Micro Firms'.

**April**

**14-15** ETUC Employment Committee, (Brussels), organised by the ETUC. M. Latta made a presentation on Labour Market Participation.

**15** European Economic and Social Committee Conference on 'Implementation



of Employment Guidelines 1999', (Nuremberg). (M. de Nanteuil)

**15-16** European Competition on Best Incentives for Equal Opportunities and Family Measures in Employment-Equal Opportunities, (Dusseldorf), organised by the German Presidency and Employment and Social Affairs DG, European Commission. (M. Latta)

**15-17** Women and Decision-Making: Equal Opportunities, (Paris), organised by Employment and Social Affairs DG, European Commission. M. Latta made a presentation. (M. de Nanteuil)

**16** Meeting on Guidance on Work-Related Stress, (Luxembourg), organised by the European Commission. (J. Costa)

**21-23** EURAG Conference, (Graz). Foundation exhibition. (A. Caomhanach, D. Hirschfeld)

**22-23** Urban Governance, (Oslo), organised by the European Urban Studies Association. R. Anderson made a presentation on Citizen Involvement in Urban Renewal.

**23-24** ATD 4th World Conference on exchange of knowledge, (Paris). (A. Parent-Thirion)

**29-30** Conference on New Forms of Work Organization and the Information Society, (Brussels), organised by the European Commission ADAPT Programme. (K.O'Kelly)

**30** Workshop on Employee Ownership and Participation, (Brussels), organised by Federation of Employed Shareholders. (K. O'Kelly)

## May

**5** Workshop on Benchmarking Policies for Sustainable Industrial Development for the High Level Group on Benchmarking, (Brussels), organised by Industry DG, European Commission (H. Litske)

**6-7** Commission Round Table Conference on Social Inclusion, (Brussels), organised by the European Commission. (R. Anderson; A. Parent-Thirion)

**12-13** International Harassment Network Conference, (Preston). M. Latta made a presentation on 'Good Collective Agreements on Preventing Sexual Harassment at work'.

**19-20** ISSA European Research meeting on Social Protection, (Luxembourg). (R. Anderson)

**19-21** Conference on Organisation Initiatives and Services in the Social Sector, (Aachen), organised by the Federal Ministry for Family Affairs. (P. Carotenuto).

**20-21** Conference on Work and Welfare, (Leuven), organised by HIVA R. Anderson and A. Parent-Thirion presented the Foundation's work. Foundation exhibition (A. Caomhanach)

**20-22** Conference of IREC (Industrial Relations in the European Communities), (Aix-en-Provence). K. O'Kelly made a presentation on work in progress in the EPOC survey. E. Verborgh participated in a panel discussion.

**27-28** Journeys beyond Boundaries, (Ballymena), organised by Ballymena Partnership. R. Anderson presented the Foundation's work.

**31-2** June Conference on Workplace Health Promotion, (Bonn), organised by BAU, Dortmund. R. Anderson presented the Foundation's work.

## June

**2-3** Thematic Network Group on Occupational Safety and Health Monitoring, (Bilbao), organised by the European Agency for Health and Safety at Work. J. Costa made a presentation on the 3rd European Survey on Working Conditions.

**7** Conference on the Social Partners: Insertion of Disabled Persons in the Ordinary Work Environment, (Cologne), organised by the ETUC, UNICE, CEEP. J. Costa presented the results of Employment of People with Disabilities in SMEs.

**8** First International Course on Environmental Management and Health and

Safety, (Eckerö), organised by the Nordic Institute for Advanced Training in Occupational Health (H. Litske)

**9** Telework Seminar of the Social Dialogue, (Brussels), organised by Employment and Social Affairs DG, European Commission. E. Koehler presented the Foundation's telework results.

**14-15** Trends in OHS, (Bilbao). (P. Paoli)

**15-16** Meeting of the International Group on quality and visibility of SMEs support services, (Brussels), organised by the Swedish Foundation for Small Business Research. F. Oliveira presented a paper on 'Jobs in EU Microfirms'.

**15-18** Third Ministerial Conference on Environment and Health, (London), organised by the World Health Organisation. H. Litske presented 'Economic Incentives for Good Practice in Health and Environment Management'.

**16-19** Seminar for CEE countries on Employment Strategies to Promote Social Cohesion, (Budapest), organised by Council of Europe. K.O'Kelly presented 'Workplace Productivity and Social Inclusion: The Challenge of Marketing Economy' and was general rapporteur for the seminar.

**18** Conference on Precarious Employment, (Rome), organised by CGIL. P. Paoli presented 'Precarious Employment in Europe'.

**24-25** OECD Seminar on Local Partnerships, (Belfast). (R. Anderson)

**28-2** July ETUC Congress, (Helsinki), organised by the ETUC. M.Latta presented a paper on collective bargaining for equality. (T. Kauppinen, E. Verborgh; M. Latta)

**29** European Summer School on Public Health, (Luxembourg). J. Costa presented the results of the projects on the 2nd European Survey on Working conditions and on Occupational Health Policies.

## July

**1-2** Developing Poverty Measures: Research in Europe, (Bristol), organised by Bristol University. (A. Parent-Thirion)

**2** Opening of the preventive Services of the Catalan Public Administration, (Barcelona). J. Costa presented the results of the projects on the 2nd European Survey on Working Conditions and on Occupational Health Policies.

**2-3** Meeting of Transfer Editorial Committee, (Helsinki), organised by ETUI. (K. O'Kelly)

**5** Joint Research Centre Seminar on the 'Futures' project, (Brussels). (R. Anderson)

**6** International Council on Social Welfare, Users expert meeting, (Frankfurt). (R. Anderson)

**7-11** IVth European Congress of Gerontology, (Berlin). (R. Anderson)

**8-11** 11th International Conference on Socio-Economics, (Madison, USA), organised by the Society for the Advancement of Socio-Economics. (T. Kauppinen)

**12** Alicante University Summer School, (Alicante). P. Paoli gave a lecture on the 2nd Survey on Working Conditions.

**20** European Work Organisation Network, (Brussels). (E. Verborgh; K. O'Kelly)

**28** Meeting on Guidance on Work-Related stress organised by the European Commission, (Luxembourg). (J. Costa)

## August

**18-21** European Sociological Association Annual Conference, (Amsterdam). M. Latta spoke on 'Women's Participation in Decision-Making within Industrial Relations Negotiations' and on 'Strategies to reconcile employment and family/children collective bargaining on flexible working arrangements'.

**25-27** Conference SE99- Sustainable Entrepreneurship in the 21st Century, (Helsingborg). H. Litske presented 'Supporting Sustainable SMEs'.

## September

**9** Seminar on ‘Job Insecurity and Work Intensification’, (Cambridge), organised by Queen’s College at University of Cambridge (M. de Nanteuil)

**9-10** 1 9èmes Journées de l’Association d’Economie Sociale, (Paris). (A. Parent-Thirion)

**16-17** COST A13 Launch Conference: Telematics, (Brussels), organised by the European Commission. (A. Parent-Thirion)

**22-24** 6th Symposium on European Social Policy, (Bonn), organised by Employment and Social Affairs DG, European Commission and BDA. E. Koehler made a presentation on the role of the Foundation.

**22-24** 6th European Assembly on Telework and New Ways of Working, (Aarhus). (T. Kauppinen).

**23** ESRC Conference on Understanding Change in British Families and Household, (London). (R. Anderson)

**23-25** Comité Français de Service Social et d’Action Sociale - Colloque Européen: une Europe pour Tous, (Lille). (A. Parent-Thirion)

**29-1** October Verona Initiative - Expert Conference on WHP Investment in Health: Decision Making Guideline, (Verona). (R. Anderson)

**30 -1** October Ministerial Conference on Equal Opportunities and Employment Policies, (Helsinki), organised by the Finnish Presidency. W. O’Conghaile made a presentation on ‘Aspirations, restrictions and choices – how men and women combine life and work in the EU’, based on a paper by M. Latta and W. O’Conghaile.

## October

**1** Administrative Board meeting of the Translation Centre, (Luxembourg). (E. Verborgh)

**5-8** Independent Living for Dependent Elderly, (Helsinki), organised by the Finnish

Ministry of Social Affairs and Health. (R. Anderson)

**6-10** Conference on Work Patterns and Social Protection, (Limassol), organised by the European Institute of Social Security. (P. Carotenuto).

**7-8** 16th Symposium international du travail et du bien-être, (Houthalen) organised by the Ministry of Labour. P. Paoli presented a paper ‘Working Conditions in Europe’.

**11-12** Finnish EU Presidency conference on Working Time issues, (Helsinki). T. Kauppinen presented a paper on ‘Working Time’. (M. Latta, M. de Nanteuil)

**13** Seminar on Future of Work, (Brussels), organised by ETUI. (K. O’Kelly)

**13-14** Meeting of Transfer Editorial Committee, (Brussels), organised by ETUI. (K. O’Kelly)

**15-16** Première Convention des représentants de la société civile, (Brussels), organised by ECOSOC. (E. Verborgh)

**17-19** The Role of Intermediate Institutions for Social Stability and Democracy, (Ravello), organised by ILO, DG XIII and IPL. H. Krieger presented a paper.

**21-22** Conference on Impact of Technological Innovation on Work Organization, (Oporto), organised by European Commission and IDICT. (K. O’Kelly)

**21-22** Meeting of EWON, (Oporto), organised by the European Commission. (K. O’Kelly)

**26-27** Meeting of the Council of Europe Committee on Employment, (Strasbourg). (K. O’Kelly).

**28** Working Time workshop of the ‘Alliance for Employment’, (Bonn), organised by the German Government. E. Köhler presented paper on the Foundation’s Employment Options project.

**28-29** ‘Time in the City’, (Milan), organised by EUXCETER. M. de Nanteuil acted as facilitator.

**November**

**3-4** Seminar on Occupational Health, (Helsinki), organised by Finnish Institute of Occupational Health. M. de Nanteuil presented paper 'Occupational Health and Working conditions in the EU'.

**5-6** Sustainability 2 conference, (Helsinki), organised by the European Consultative Forum on the Environment and Sustainable Development (J. Hurley)

**5-6** Enterprise Forum (Geneva), organised by the ILO. (F. Oliveira).

**5-7** Seminar on Working Time and Work Organisation, (Helsinki), organised by NIVA. (M. de Nanteuil).

**7-9** Conference on Direct Participation, (Helsingor), organised by the ETU College (Danish LO). H. Krieger was keynote speaker.

**10-11** Conference 'Translating and the Computer 21', (London), organised by Aslib. (M. Barreiro, B. Mariacher)

**13** Symposium on Development and application of sociology as applied to medicine, (London), Royal Holloway + Redford College. (R. Anderson)

**15-16** Work Life 2000 Workshop on Job creation, (Brussels), organised by the Swedish Institute for Working Life and Halmstad University. F. Oliveira presented a paper on 'Job Creation and Job Quality in EU Micro Firms'.

**15-16** Active Ageing Conference, (Brussels), organised by Employment and Social Affairs DG, European Commission. R. Anderson was keynote speaker: 'Why we need to and how we may enable ourselves to work longer'. Foundation exhibition (T. Renehan, A. Caomhanach)

**16** Meeting of EWON, (Brussels), organised by the European Commission. (K. O'Kelly, E. Verborgh)

**16-17** Conference 'Localisation Checkpoint '99: New Media Localisation: Challenge or Opportunity?', (Dublin), organised by the

University of Limerick. (M. Barreiro, C. Frawley, B. Mariacher)

**22-23** Finnish Presidency conference on Financing Social Protection, (Helsinki), (A. Parent-Thirion, P. Carotenuto)

**22-23** Administrative Board meeting of the Health and Safety Agency, (Bilbao). (E. Verborgh)

**23-24** European Conference on Local Employment Partnerships, (Aarhus), organised by the European Commission, the Copenhagen Centre, Aarhus County, Municipality of Aarhus, Committee of the Regions. Foundation exhibition (A. Caomhanach, G. Sanchez)

**24** Conference on Financial Participation, (Dublin), organised by the National Centre for Partnership. (K. O'Kelly)

**25** EXSPRO meeting, (Helsinki). A. Parent-Thirion presented paper 'Coordination in Activation Policies of Minimum Income Recipients'.

**25-26** Conference on Small Business Research, (London), organised by the European Institute for Advanced Studies in Management. F. Oliveira was commentator on closing session.

**26** Colloquium on '40 ans de sociologie du travail', (Paris), organised by IRESCO. (M. de Nanteuil)

**29** Committee on Employment and Social Affairs of the European Parliament, (Brussels). E. Verborgh made presentation on the the Foundation's work.

**December**

**2** Press Conference in EC Representation Office, (Paris), on 'The changing nature of working conditions and the management of an ageing workforce in Europe'. Presentations by R. Anderson, P. Paoli.

**3** Workshop on Low Pay and Employment, (Paris), organised by ETUI. (K. O'Kelly)

**4** Meeting of Editorial Committee of *Transfer*, (Paris). (K. O'Kelly)



**6** Constitutive meeting of the Group of experts for the creation of a common terminology database for the institutions of the EU, (Luxembourg), organised by the European Parliament. (M. Barreiro).

**6-7** Joint meeting on Work Organisation of the European Social Fund and EWON, (Brussels), organised by the European Commission. (K.O'Kelly)

**9** Seminar on Globalisation and Flexibility organised by CNRS, (Paris). (M. de Nanteuil)

**11-12** EU Network on Workplace Health Promotion, (Helsinki). R. Anderson introduced recent and planned work of the Foundation.

**Annex 7****Foundation Publications**

A full listing of Foundation publications, classified by theme, is to be found on the Foundation website at:  
<http://www.eurofound.ie>

**Employment**

*Deployment of telework in European public administrations*  
 EN

*Economic and monetary union, employment, social conditions and social benefits: A literature survey*  
 EN

*Employment and industrial relations in Europe: Volume 1*  
 (Co-publication with Kluwer Law International)  
 EN

*European employment and industrial relations glossary: Luxembourg*  
 (Co-publication with Sweet and Maxwell)  
 EN

*European guide for virtual companies: A framework for action (CD-ROM)*  
 DE/EN

*New forms of work (conference report)*  
 EN

*Pacts for employment and competitiveness: Concepts and issues*  
 EN

**Equal Opportunities**

*Illuminating the process. Equal opportunities and collective bargaining in the European Union. Report 4*  
 DE, FR

*Innovative agreements: An analysis. Equal opportunities and collective bargaining in the European Union. Report 3*  
 EN

*Strengthening and mainstreaming equal opportunities through collective bargaining*  
 ES, DA, DE, EN, FR, IT, NL, PT, FI, SV

**Health and well-being**

*BEST No. 1/1999. Times in the city and quality of life*  
 EN

*Changing labour market conditions and health: A systematic literature review (1993-1998)*  
 EN

*Employment status and health (summary)*  
 DA, DE, EN, FR, IT, NL, PT, FI, SV

*Making workplaces accessible: A guide to the integration of disabled people into industrial workplaces (CD-ROM)*  
 EN

*New approaches to improve the health of a changing workforce*  
 EN

*Precarious employment and health-related outcomes in the European Union*  
 EN

**Participation**

*Employment through flexibility: Squaring the circle - Findings from the EPOC survey*  
 EN

*EMU and the implications for industrial relations: A select bibliographic review*  
 EN

*Negotiating European works councils: An analysis of agreements under article 13*  
 DE, FR, EN

*Participating on equal terms? The gender dimensions of direct participation in organisational change*  
 EN

*Participating on equal terms? The gender dimensions of direct participation in organisational change (Summary)*  
 ES, DE, EN, FR, IT

*Useful but unused: Group work in Europe - Findings from the EPOC survey*

EN

*Useful but unused: Group work in Europe (Summary)*

ES, DE, EN, FR, IT

### **Social Cohesion**

*Active strategies for an ageing workforce (Conference report)*

EN

*Active strategies for ageing in the workplace and the community (Summary)*

ES, DA, DE, EL, EN, FR, IT, NL, PT, FI, SV

*Employment, family and community activities: A new balance for women and men*

EN

*Linking welfare and work*

EN

*Local community involvement: A handbook for good practice*

EN, FR

*Managing an ageing workforce: A guide to good practice*

ES, EN, FR, FI

*Partnerships, participation, investment, innovation: Meeting the challenge of distressed urban areas (Conference report)*

EN

### **Sustainable Development**

*Design for integration (CD-ROM)*

EN

*Le développement durable dans les espaces ruraux et côtiers: Expériences et propositions françaises*

FR

*Economic instruments for sustainable development: Improving the external and working environments. Part 1*

EN

*Participation in rural development*

EN

*Design for sustainable development:*

*Practical examples of SMEs*

EN

*Sustainable development: Practical initiatives for policy makers and the social partners*

DE EN FR

*The role of the social partners in sustainable development (Conference report)*

EN

*Sustainability in rural and coastal areas:*

*The role and impact of infrastructure in rural and coastal areas*

EN

*Sustainability in coastal zones: The human element in social, economic and environmental aspects. Focus on the Mediterranean basin*

EN

*Training for sustainable development:*

*Report on a European seminar*

EN

*Training in environmental management:*

*Industry and sustainability*

EN

### **European Industrial Relations Observatory (EIRO)**

*EIRO annual review 1998*

EN

*EIRObserver 1/99-6/99*

EN

### **General**

*Communiqué 1/99-10/99*

EN/FR

*Annual report 1998*

ES, DA, DE, EN, FR, IT, NL, PT, FI, SV

*Programme of work for 1999*

ES, DA, DE, EL, EN, FR, IT, NL, PT, FI, SV





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Luxembourg: Office for Official Publications of the European Communities

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