EDUCATION, AUDIOVISUAL & CULTURE EXECUTIVE AGENCY

ANNEX IV

<u>Intermediate Report on implementation of the project (IR), Statement of the costs incurred and Request for Payment</u>

T E M P U S   IV
(Fourth Call for proposals EACEA N° 32/2010)
Joint Project / Structural Measure

517336-TEMPUS-2011-SMHES

(Agreement N.)

INTERMEDIATE REPORT	DEADLINE
• Report on implementation of the project • Statement of the costs incurred and Request for Payment	When 70% of the 1st pre-financing has been disbursed but <u>not later than:</u> - **15 October 2012** for 2 year projects - **15 April 2013** for 3 year projects

Structure of the Report

Annex IV/2	Declaration
Annex IV/3-5	Report on implementation of the project
Annex IV/6-8	Statistics and Indicators
Annex IV/9	Example showing how to fill in the tables of achieved/planned outcomes
Annex IV/10	Table of achieved/planned results
Annex IV/11	Summary Report for publication
Annex IV/12	Statement of the costs incurred and Request for Payment
Annex IV/13	Acknowledgement of receipt
Annex IV/14	Check-list

One original (with original signatures) and one copy are to be sent by the deadline by registered mail (date as per postmark) to:

Klaus Haupt
Head of Unit
Education, Audiovisual & Culture Executive Agency
EACEA P10 / Tempus
BOUR 02/17
Avenue du Bourget, 1
B-1140 Brussels - Belgium

Please also send the electronic version to eacea-tempus-project-management@ec.europa.eu when submitting the paper version of the report.

DECLARATION

This declaration should be completed and signed by the following people:

1.   the <u>contact person</u> at the co-ordinator (<u>institution</u>);

2.   the person who is <u>legally authorised</u> to represent the <u>co-ordinator (institution)</u>.

We, the undersigned, certify that we have submitted all the required documentation, including the documents mentioned in the checklist.

Furthermore, we certify that the information given in this <u>Intermediate report</u> is correct to the best of our knowledge and complies with the requirements of the provisions of Articles I.5 and II.15 of the Grant Agreement.

We are aware that amendments to these documents will not be accepted after the date of submission.

<table>
<tr><td colspan="2">Name of the <u>co-ordinator (institution)</u>: Warsaw University of Life Sciences - SGGW</td></tr>
<tr><td>Name of the <u>contact person</u> : Prof. Dr Stefan Ignar</td><td>Name of the <u>legal representative</u>: Prof. Dr Marek S. Szyndel</td></tr>
<tr><td>Position: Head of Department</td><td>Position: Vice Rector for International Cooperation</td></tr>
<tr><td>Place: Warsaw</td><td>Place: Warsaw</td></tr>
<tr><td>Date: 14.05.2013 ....</td><td>Date: 14.05.2013 ....</td></tr>
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<tr><td colspan="2">

Stamp of the co-ordinator (<u>institution</u>):

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REPORT ON IMPLEMENTATION OF THE PROJECT

Please provide an overview on **implementation of the project**, by following the instructions below.

Overall achievements
Please provide a description of the <u>activities carried out</u> since the start of the project and describe to what extent, the <u>results</u> achieved since the beginning of the project, are contributing to the project objectives.

The following activities (as defined in original application) were carried out within respective Workpackages since the start of the project and they are contributing to the project specific objectives:
1- Comparative analyses of existing standards and methodologies of QF development in food science,
2- Development of sector QF for food science studies at Russian universities,
3- Training courses on developing and implementing new study programs compatible with QF in food science.

WP1

1.1.1 Analyzing of QF development in EU partner countries

The analysis of the state of the art and of recent trends in developing Qualification Framework (QF) in European Higher Education Area with special emphasis on sectoral QF was conducted . National Qualifications Framework in Austria, Britain, Belgium, Germany, Ireland, Italy, the Netherlands, Portugal, France and Poland were compared. The categories and subcategories of core competencies were described. Also European system of credits accumulation and transfer (ECTS) was referred. The aspects of education diversity, coordination and convergence of curricula, methods of teaching, learning and assessment were analysed. Written report and 6 publications in professional journal were published.

1.2.1 Analyzing of QF development in Russian Federation

Relevant Russian federal standards of 3rd generation were analyzed together with recent development in elaboration of National Qualification Frameworks. Also results of other Russian Tempus projects related to development of Qualification Frameworks were examined. A report was published on comparison of Russian and international standards.

1.3.1 Analyzing of RF employers opinion on QF development

Surveys were conducted by questionnaire method on the external stakeholders (food technology employers) opinions on the development of Russian sectoral qualification frameworks in the food science. These surveys were conducted in 5 regions of Russian Federation:
- The Central (Moscow)
- Northwest (Saint-Petersburg)
- Volga (Saratov)
- Western Siberia (Omsk)
- Far East (Vladivostok)

WP2

2.1.1 Developing of draft QF with a view to WP1 reports

Draft Qualification Frameworks for Food Science were developed with the use of the results of Workpackage 1. These frameworks were elaborated for the levels 6 (BSc studies) and level 7 (MSc studies).

BSc level studies:
- "Food of animal origin" with profiles: "Technology of meat and meat products", "Technology of fish and fish products" and "Technology of milk and milk products."
- "Food of plant origin" with profiles: "Technology of bread, pastry and pasta", "Technology of fermentation and wine."

MSc level studies":
- "Food of animal origin"
- "Food of plant origin".

2.2.1 Consultation and updating of Qualification Frameworks

Newly developed QF for Food Science were analyzed and compared with the results of surveys of employers opinions including current situation and expected trends of labour market.

2.3.1 Self-certification of QF compatibility with EHEA

Self-certification of developed QF was performed by representatives of project consortium. It was analyzed for compatibility with the overarching European Higher Education Area framework and with current Russian higher education system and legislation. Final version of sectoral QF will be used for ongoing development of Russian federal educational standards of 4rd generation.

WP3

3.1.1 Establishment of partner universities training centers

Training centers devoted to staff retraining and to development and implementation of study programs compatible with Qualification Framework were created within the structure of Educational Departments at Russian partner Universities.

3.1.2 Purchasing of equipment

Procedures for purchasing of presentation equipment and computers for training centers have been started at partner Universities.

3.2.1 Partner universities staff retraining

Teaching staff of Russian partner Universities involved in courses preparation and implementation were retrained during RF – EU mobilities to EU partners and during retraining courses at Russian Universities. There were 4 one week study trips organized to EU partners with total number of 41 Russian staff members retrained. 116 persons were trained in Moscow during two meeting of Educational Methodological Associations of Russian Universities held at the Moscow University of Food Production and 112 persons were trained at 3 partner Universities in Saratov, Vladivostok and Petersburg.

3.3.1 Developing of information database

Each Russian partner University started to develop information database on project results on the University website.

WP4

4.1.1 Developing of training courses

Training courses for partner Universities staff members on developing and implementing of new study programmes compatible with developed Qualifications Framework in Food Science were developed. They include following subjects:
- Levels of European qualification framework on higher education area,
- Learning outcomes linked to meta-competence,
- The methodology of definition in the sectoral qualification framework at the Russian food industry,
- Methodology of assessment of generic competence,
- Quality assurance of learning process for satisfaction employers in food industry,
- Descriptors of methodology, knowledge, understanding, skills and learning competence,
- Comparative analysis between European qualification framework, Russian national framework and sectoral framework at Russian food industry,
- Improvement of Russian higher education based on Bologna process,
- Elaboration and acceptance by all stakeholders of sectoral qualification framework,
- Tuning methodology of education structures and framework of food industry.
They consist of 36 teaching hours.

4.1.2 Developing of course materials

Training courses teaching materials were developed and printed as brochure.

WP5

5.1.1 Implementation of training courses

Training courses developed within WP4 were delivered at Russian partner Universities as describe in activity 3.2.1 (Partner universities staff retraining). In total 228 persons were trained. Trainees who completed these courses received official certificates of respective Russian partner University.

5.1.2 Evaluation of training courses

Trainees evaluated implemented courses using purposely developed questionnaires. The result of the questionnaires are analyzed by partner universities training staff in order to maintain high quality of the trainings.

WP6

6.1.1 Monitoring the project progress with the list of all planned outcomes including the delivery dates and the project milestones

Project progress was monitored by project coordinator Prof S. Ignar and coordinator of Russian partners activities Prof. V. Matison.

6.1.2 Performing peer reviews - medium-term progress reports delivered by WP leaders to the Contractor and Steering Committee

Medium term progress evaluation was presented to the project Steering Committee.

6.1.3 Performing internal institutional evaluation – short-term reports carried out by Institutional Project Coordinators (IPC)

Institutional Project Coordinators (IPC) - appointed contact persons at Russian partner institutions performed internal institutional evaluation of project implementation.

6.1.4 Performing external evaluation

Newly developed QF for Food Science was positively evaluated by Prof. S. Podlaski from the Warsaw University of Life Sciences, Polish Chairman of Expert Group for Domain-Specified Qualification Frameworks.

6.1.5 Executing monitoring visits

Project coordinator and coordinator of Russian partners activities implemented several monitoring visits for project progress evaluation.

 6.2.5 Monitoring of the quality of the performed mobilities

Project coordinator evaluated quality of the performed mobilities on the basis of individual IMRs.

WP7

7.1.1 Creation of the project web-site

Project web-site was created on the internet home page of the Warsaw University of Life Sciences.

7.1.2 Update of the project web-site with reports, guides, regulations

Project web-site was regularly updates with project information materials.

 7.2.1 Preparation of minutes of meetings

Minutes of the meetings were prepared and distributed among partners.

7.3.1 Integrating dissemination activities in the training courses

Training courses content include dissemination information about project results.

7.3.3 Annual conferences organization providing the sustainability of the project results

DEFRUS project and its actual results were presented during two international events organized in Moscow by the State University of Food Production:

-International forum "Innovative technologies ensuring the safety and quality of food"
   22-25 October 2012.
   -International conference "Quality and food safety. Trainings for the food industry"
   15-18 April 2013.
These events were combined with the annual meetings of two Educational and Methodological
Associations of Russian Universities in the Area of Food Science.

WP8

8.1.1 Planning

Two General Assemblies of project partners were held at the Moscow State University of Food
Production (MSUFP). First one (Kick-off meeting) on 22-25 January 2012 and second on 22-
25.2012. During this meetings future activities were planned and budget allocation was decided.

8.1.2 Executing

Project coordinator was responsible for financial management and execution of contractural
rules. Institutional Project Coordinators - appointed contact persons at each partner University
were responsible for planned project activities execution.

8.1.3 Informing

Project coordinator, coordinator of Russian partners activities and Institutional Project
Coordinators maintained communication between project partners and assured effective flow of
all necessary information.

Coherence with the workplan and comments on deviations and modifications
Please write in this section the main changes which have occurred compared with the original project proposal. (More
detailed information is requested in the relevant sections below).

Project activities were, in general, implemented in accordance with the project workplan as
described in the original project proposal application and discussed during kick-off meeting.
There were some delays related to late start of the project implementation as project kick-off
meeting was held at the Moscow State University of Food Production on 22-25 January 2012,
three months after the start of project contractual period. The biggest delay is related to
equipment purchase by partner Universities caused by the necessity for clarification and
explanation of all formalities and rules.

Obstacles and shortcomings
Please describe any obstacles and/or shortcomings experienced during the period covered by the report and the measures
taken by the project team to address them.

The one serious encountered obstacle were substantial changes in project consortium
composition and related changes of staff members directly involved in project implementation.
These changes took part after the project application was sent to EACEA. They were
implemented due to the general reform of Russian Federation Higher Education System. One of
the aims of the reform is to lower number of over 1 500 higher education institutions in Russia
by creating bigger and stronger units. The reform influenced our project consortium in the
following way:
   1. Moscow State University of Applied Biotechnology (P2) was included into Moscow State
      University of Food Production (P3). Staff members, organizational units and study
      programmes are now within the second of above mentioned Universities which
      maintained the name and address.

2. Pacific State University of Economics (P5) from Vladivostok was incorporated, together with four other educational institutions, into the Far Eastern Federal University.
3. St. Petersburg State University of Refrigeration and Food Engineering" (P6) merged with St. Petersburg National Research University of Information Technologies, Mechanics and Optics and new institution was created named St. Petersburg National Research University of Information Technologies, Mechanics and Optics.
4. Kemerovo Institute of Food Science and Technology (P7) changed name to Kemerovo Technological Institute of Food Industry.

Additionally, there were several changes of contacts persons at Russian partner Universities. These problems were discussed and solved during the project kick-off meeting held in Moscow in January 2012. Managing group was established from available partner Universities academic staff members and duties and responsibilities were redistributed for actual circumstances.

Development of programmes and courses

Please provide a description of the teaching/training programme(s) (undergraduate/postgraduate programmes, intensive courses, training modules to academic or non-academic staff, etc.) that the beneficiaries are developing or of the introduction of the new programme(s) and the state-of-play of these developments at the time of submitting the report. If unforeseen changes in the original plans occurred, please describe the type of changes and the measures taken to address them. Please also indicate the activities you plan to carry out before the end of the project. If this section is not relevant for your project, please write 'Not Applicable'.

In accordance with the project workpackages WP4 and WP5 a training courses for partner Universities staff members on developing and implementing of new study programmes compatible with developed Qualifications Framework in Food Science were elaborated. They include following subjects:
- Levels of European qualification framework on higher education area,
- Learning outcomes linked to meta-competence,
- The methodology of definition in the sectoral qualification framework at the Russian food industry,
- Methodology of assessment of generic competence,
- Quality assurance of learning process for satisfaction employers in food industry,
- Descriptors of methodology, knowledge, understanding, skills and learning competence,
- Comparative analysis between European qualification framework, Russian national framework and sectoral framework at Russian food industry,
- Improvement of Russian higher education based on Bologna process,
- Elaboration and acceptation by all stakeholders sectoral qualification framework,
- Tuning methodology of education structures and framework of food industry.
These courses consist of 36 teaching hours.
A brochure "Modernization of Higher Education. Bologna and Copenhagen processes. Qualifications Framework. Problems and Prospects". was developed and printed as training courses teaching materials and distributed among partner Universities. Developed courses will be evaluated during future delivery and they will be upgraded accordingly.

Restructuring: university management and governance

Please provide information on the institutional changes that the project is introducing in the Partner Country beneficiaries (institutions), the state-of-play of project activities and any changes which occurred compared with the original plans. Please also indicate the activities you plan to carry out before the end of the project. Examples: establishment of new units/faculties, establishment/upgrading of libraries, establishment/restructuring of international relation offices, introduction of reforms to university governance (i.e. decision process, autonomy, accountability). If this section is not relevant for your project, please write 'Not Applicable'.

At each Russian partner University training center was established within the University Educational Departments. These training centers are devoted to delivering training courses on developing and implementing new study programmes compatible with sectoral Qualification

Frameworks. Presentation equipment and computers will be used in these centers for training courses classroom and distant learning delivering.

Staff (re-)training

Please provide a description of the activities carried out in order to train the staff of the partner country participating institutions. Please also provide an outline of the selection criteria for the different groups of people who have participated in the implementation of these activities. Please describe any change in comparison with the original proposal and indicate the activities that you plan to carry out before the end of the project.

Partner Universities staff retraining was provided on developing and implementing of new study programmes compatible with developed Qualifications Framework in Food Science. In order to secure effectiveness and project results sustainability, the selection criteria for retraining was direct involvement in project implementation, future potential impact, capacity to train other peoples and language skills. Ones of retraining means were staff mobilities to EU partner Universities. In total, four group mobility visits of 41 partner universities staff members were organized to EU partner Universities.

They were also staff retraining courses delivered during two annual meetings of Educational Methodological Associations of Russian Universities held at the Moscow University of Food Production where 116 staff members were trained. Additionally 112 persons were trained at 3 partner Universities in Saratov, Vladivostok and Petersburg. Training courses will be continued in future.

Staff mobility

Please provide an outline of the staff mobility scheme and the selection criteria used for the different groups of people that participate in mobility. Please describe the activities carried out so far, how mobility activities have been organised by home institutions and how mobility helped and/or will help achieve the project's objectives. Information about how the home institutions recognise the mobility should also be provided. If unforeseen changes in your original plan occurred, indicate the type of changes and the measures taken to address them. Please also indicate the activities that you plan to carry out before the end of the project.

There were in total 93 individual mobilities implemented since the start of the project. There were: 43 E-W, 17 E-E, 29 W-E and 4 W-W mobilities. Main objectives were: staff retraining and project management.

Staff members for mobilities were selected on the basis of direct involvement in project implementation. Participants from EU partner institutions were university teachers experienced in study program modernization and implementation of Bologna process. For Russian Universities they are staff members involved in study program development and teachers foreseen for teaching within newly developed study programmes. Mobility activities directly contributed to the achievement of the project objectives by upgrading partner universities teacher's capacity and by support towards study programmes modernization and project management.

Reports of staff members participating in mobility activities were presented at their profile faculty/department meetings for evaluation and dissemination purposes. Participation in mobility activities will be recognized by home universities as factor supporting promotion of participants.

Student mobility

Please provide an outline of the student mobility scheme and the selection criteria for the different groups of students that participate in mobility. Please describe the activities carried out so far, how mobility activities have been organised by home institutions and how mobility helped and/or will help achieve the project's objectives. Information about how the home institutions recognise the mobility (credit transfer, double diploma, diploma supplement, etc.) should also be provided. If unforeseen changes in your original plan occurred, indicate the type of changes and the measures taken to address them. Please also indicate the activities that you plan to carry out before the end of the project. If this section is not relevant for your project, please write 'Not Applicable'.

Not Applicable

Academic co-ordination and administrative management

Please describe how the division of labour is managed between the various beneficiaries, for both academic co-ordination and administrative management. Particular attention should be paid to the description of how this division of labour is managed in areas such as communication and the decision-making process used. Please also describe how day-to-day project activities are managed, indicating what kind of administrative support or other support you have received from the beneficiaries (institutions). If you encountered difficulties related to the management of the project, please indicate the type of problems and the solutions found to address them.

Project General Assembly (GA) decides guidelines for planned actions, evaluate realized activities and decides about budget allocation. There were two GAs organized till now. First one (kick-off meeting) on 22-25.01.2012 and second on 22-25.10.2012. Both were held at the Moscow State University of Food Production (MSUFP). The next one is planned for the period of 03-06.2013 at the St. Petersburg National Research University of Information Technologies, Mechanics and Optics. Due to substantial changes in project consortium composition and related changes of staff members directly involved in project implementation caused by reorganizations and mergers of several partner Universities and changes of contact persons at few other Universities, updated project management structure was discussed and decided during kick-off meeting. The general project management is the task of the Project Coordinator (PC) – Prof. S. Ignar (P1). He is supported by a Steering Committee (SC) consisting of contact persons from Russian partner Universities. Four other persons have been co-opted to the Steering Committee: Prof. V Matison from the MSUFP as a coordinator of Russian partners activities, Prof. M. Frankowicz from Jagiellonian University, Polish Bologna expert responsible for consultation of Qualification Frameworks development, Prof. V. Kantere representing Russian Technology Platform "Food for Life" responsible for project results dissemination and Prof. N. Labutina, vice-head of both Russian Educational and Methodological Associations of Universities in the Area of Food Science responsible for training course implementation and for cooperation with the Department of State Policy in the Field of Higher Education of the Ministry of Education and Science of Russia on development of the new educational standards including learning outcomes resulted from the newly developed Qualification Frameworks. At Russian partner institutions appointed contact persons act as Institutional Project Coordinators (IPC) coordinating and monitoring project implementation in a given institution. Project Coordinator tasks will cover: daily financial administration and execution of contract, distribution of grant according to the decision of SC, assistance with the purchase of equipment and tender procedures, preparation of the General Assemblies and other project meetings, organization and monitoring of mobility program, preparation and submission of necessary reports and contacts with the EACEA.
SC has advisory role in general management of the project by evaluating project implementation, reviewing quality of project outcomes, monitoring budget allocation, presenting guideline for future action and ensuring sustainability of project results.
Appointed contact persons at Russian institutions coordinate the project activities at the given partner institution, selection of staff member for mobilities, preparation of partial reports, providing institutional support from partner institution and internal dissemination of project results. Contact persons from EU Universities coordinate their staff member activities related to Qualification Frameworks development and they organize mobility programs for visitors. Non academic partners from Russia consult Qualification Frameworks development.

Equipment
Please outline the equipment purchased, explain where the equipment has been installed, who will benefit from it and have access to it and plans for future maintenance. Please also describe the activities that you plan to carry out before the end of the project, in relation to the equipment purchased/installed. If unforeseen changes in your original plan occurred, indicate the type of changes and the measures taken to address them. If this entry is not relevant for your project, please write 'Not Applicable'.

Purchase of equipment is delayed in comparison to the project schedule. Due to the written consent of project officer from 5.11.2012, it was approved that project partners will organize the purchasing of the equipment separately by different Russian universities due to practical reasons, given that the universities are situated far from each other.

Lists of equipment planned to be purchased for each partner University were revised according to actual needs and available budget. Partners collected three offers form available vendors and they are in the stage of checking documents in collaboration with project contractor. It is foreseen to finalize purchasing of equipment till end of September 2013.

Dissemination

Please describe what has been done to disseminate the results of the activities carried out to date, both within the framework of the project and outside the project. In particular, you should refer to the definition of tasks and the dissemination channels used to make the project results available to larger beneficiary groups. If a web site for the project has been created, please provide the address. If there have been any unexpected positive secondary effects from project activities, please describe them in this section. Please indicate any change which occurred in comparison with the original plans for dissemination and the activities you plan to carry out before the end of the project, to disseminate the project results.

The results of project are disseminated to groups not directly involved in the project at two levels:

1. Within the Partner Universities and other consortium members,

2. Outside the consortium:

- Brochure by Edelev D, Kantere V, Matison, V, Ignar S. "Modernization of Higher Education. Bologna and Copenhagen processes. Qualifications Frames. Main Issues and Perspectives" was published in Russian and in English and it was distributed to the partner Universities.

- Web site for the project has been created at the Warsaw University of Life Sciences (http://defrus.sggw.pl/). Also web sites of the project will be developed at each Russian Partner University for supporting dissemination process.

- DEFRUS project and its actual results were presented during two international events organized in Moscow by the State University of Food Production:

    International forum "Innovative technologies ensuring the safety and quality of food"
    22-25 October 2012.

    International conference "Quality and food safety. Trainings for the food industry"
    15-18 April 2013.

These events were combined with the annual meetings of two Educational and Methodological Associations of Russian Universities in the Area of Food Science.

Three partner Universities implemented for their staff members newly developed training courses on developing and implementing of new study programmes compatible with developed Qualifications Framework in Food Science:

    Far Eastern Federal University in Vladivostok 34 trainees,

    Saratov State Agrarian University 62 trainees,

    St. Petersburg National Research University of Information Technologies, Mechanics and Optics 16 trainees.

Five papers were published in the Russian professional journal "Food industry":

1. "International experience in improving the training of specialists in the food industry: reform and prospects", № 7, 2012, p. 34-37.

2. "System of training highly qualified specialists for the food industry on the basis of qualifications frameworks", № 1, 2013, p. 26-31.

3. "System of quality assurance of the educational process in training for the food industry", № 2, 2013, p. 42-47.

4. "Current status and trends in the development of education in high school", № 2, 2013, p. 52-53.

5. "Improving the system of higher education in Europe", № 3, 2013, p. 54-57.

One paper was published in Russian professional journal "Oil industry"; "Modern trends in education in high school", № 1, 2013, p. 36-39.

Further dissemination events will be discussed and decided during coming General Assembly planned for the period of 03-06.2013 at the St. Petersburg National Research University of Information Technologies, Mechanics and Optics.

Sustainability
A project is 'sustainable' when it continues to deliver benefits to the project beneficiaries and/or other target groups for an extended period after the EU's financial assistance has ended. Sustainability may not be relevant for all aspects of a project; in each project some activities or results may be continued, while it may not be necessary to continue others. Sustainability is relevant for issues such as: academic/socio-economic/institutional support (describe the measures undertaken to formalise or institutionalise any links with local non-university partners, to obtain official accreditation of new curricula, etc.), involvement of members from the beneficiaries (institutions)(ownership/motivation), effective management and leadership, active participation of the target group, forecast of needs, availability of resources to continue, making the most of results achieved and a measurable medium/long term impact (long-lasting effects of project cooperation, as well as impact on the beneficiaries (institutions) and target groups). Please explain which of your planned activities and results must be maintained to make your project sustainable. Describe which measures have been taken so far to realistically ensure the continuity of those activities and results beyond the original life- cycle of the project (even when the project is no longer financed by Tempus). Please indicate any changes which occurred in comparison with the original plans and the activities you plan to carry out before the end of the project in order to ensure sustainability.

Project will deliver incurred benefits to the project beneficiaries and other target groups after the end of financial assistance from the EU. Following measures will directly support project sustainability:
- Active cooperation with the Department of State Policy in the Field of Higher Education of the Ministry of Education and Science of Russia. Two Russian Educational and Methodological Associations of Universities in the Area of Food Science (one for food of plant origin and second for food of animal origin) take part in development new educational standards for higher education and the learning outcomes resulted from the newly developed Qualification Frameworks will be directly applied for these standards.
- Study programs modernized with the use of new Qualification Frameworks will get official accreditation.
- University partners will continue links with local non-university partners on study program content, topic of student thesis and practical placement of students in food sector companies.
- All university partners will maintain close cooperation in educational reforms between them and with other Russian universities providing education in Food Science through both above mentioned Educational and Methodological Associations of Universities which are headed by the Moscow State University of Food Production.
- Creation, during the project realization, an international network of Food Science Universities as well as establishing cooperation with ISEKI-Food Association will support further international cooperation of Russian partner universities creating possibilities for launching of new international projects.

Quality control and monitoring
Please describe what monitoring activities the beneficiaries carry out, in order to assess whether the project proceeds according to the workplan. Please describe the strategy for internal and external evaluation of project results and include measurable quality indicators for progress. In addition to the project results (courses, publications, new institutional structures, etc), you should also pay attention to the project management strategy. In particular, explain what instruments you use to ensure effective quality control (i.e. the Logframe approach, feedback questionnaires for evaluations or surveys, swot analysis, etc.) and who is involved in evaluation (i.e. committee(s), validation commission(s), accreditation board(s), etc.). For external evaluation, please mention the role of independent experts or peer reviewers providing a summary of their evaluation plan and report(s). Please indicate the activities carried out to date, any change which occurred in comparison with the original plans and the activities you plan to carry out before the end of the project.

Project realization is monitored by the project management group, headed by Project coordinator. Special attention is paid to quantitative monitoring of planned and implemented outputs and deadlines.
Due to substantial changes in project consortium composition and related changes of staff members directly involved in project implementation, caused by reorganizations and mergers of several partner Universities and changes of contact persons at few other Universities, updated project

management structure and quality control and monitoring scheme were discussed and decided during kick-off meeting.

Project coordinator monitors the project progress with the list of all planned outcomes including the delivery dates and project milestones.

Medium–term progress is monitored at each partner University by Institutional Project Coordinators and reported to project coordinator and to coordinator of Russian partners activities who is responsible for maintain smooth communication between partner institutions.

Project coordinator also takes part in monitoring visits to partner Universities (they were organized twice till now).

Project coordinator presents once a year monitoring results together with progress report to project General Assembly.

Newly developed Qualification Frameworks in the area of Food Science were evaluated by project Steering Committee during self-certification process.

Training courses for partner Universities staff members on developing and implementing of new study programmes compatible with developed Qualifications Framework in Food Science developed and delivered within the Workpackage 4 were evaluated by trainees using purposely developed questionnaires. The result of the questionnaires were analyzed by partner universities training staff in order to maintain high quality of the trainings.

Project progress and activities were evaluated during field monitoring visit, which took place on 1 November 2012 at the Moscow State University of Food Production.

Gender balance

Please explain to what extent the principle of equal opportunities has been taken into account in the project implementation (i.e. gender analysis carried out, presence of women in decision-making bodies, balanced percentage share of women among the teachers or the enrolled students, etc.). Describe how the project helped to promote gender balance and to identify and address factors influencing gender discrimination.

Gender balance aspects analysis shows substantial involvement of women in project activities. There were about 65% of women among participants of training courses. Women composed 68% of Russian staff member taking part in mobility scheme with 63% participating in Russia – European Union mobilities. Also there are 67% of women among partner Universities contact persons. Project implementation will contribute to the popularization of equal gender status and it will also raise awareness within the participating organizations on how equal opportunities contribute to a satisfying balance between work and private life.

Any other comment

Please provide in this entry, any relevant information you think might be useful for the assessment of your project's implementation (i.e. synergies with other projects, any support from external environment, networking with professional bodies, etc.).

Referring to the recommendations given in feedback on field monitoring which took place on 1 November 2012, we would like to provide following informations on addressing recommendations:
- information on Sectoral Qualification Frameworks developed earlier under Tempus project: 145147 "Development of Qualifications Framework for Cycles of Higher Education in Aerospace Engineering" and 144853 "Development of the Qualifications Framework for the System of Higher Education of the Urals Region" were collected and studied to discuss the methodology issues,
- the role of the Federal Institute of Development of Education will concern consultation on implementation of Bologna process in Russian Federation,
- the project management board was established according to General Assembly recommendations,
- Educational and Methodological Associations of Universities in the Area of Food Science, being active partners of project, cooperates with the Department of State Policy in the Field of Higher Education of the Ministry of Education and Science of Russia on development of the new educational standards for Russian Universities making use of learning outcomes resulted from the newly developed Qualification Frameworks.

Statistics and Indicators

This section aims to gather statistical data and indicators of performance <u>for the period covered by this Intermediate Report</u>

Main targets

	YES	NO	N/A

Teacher training

Please indicate whether your project has links, targets or objectives related to teacher training

X		

VET

Please indicate whether your project has links, targets or objectives related to Vocational Education and Training

	X	

Qualification levels addressed by the project

Please indicate whether your project has links, targets or objectives related to programmes at :

- Bachelor level
- Master level
- Doctorate level

X		
X		
	X	

Training and mobilities

Enter the <u>code of the partner country concerned</u> in the first lines and figures in the second and third:

<u>Training of partner country staff and students</u>

Number of academic staff from the partner country's Higher Education Institutions trained/retrained

Please indicate the number of teaching staff (professors, assistants with teaching tasks, etc.) trained and/or retrained <u>to the date of the report submission</u>:

(Country of origin)

	Country Code: RU	Country Code:	Country Code:	Country Code:	Country Code:
Number Male	80				
Number Female	163				

Number of non-academic staff from the partner country's Higher Education Institutions trained/retrained

Please indicate the number University administrative staff (librarians, staff from the International Office, IT specialists, etc.) trained <u>to the date of report submission</u>:

	Country Code: RU	Country Code:	Country Code:	Country Code:	Country Code:
Number Male	6				
Number Female	10				

Number of staff from the partner country's non Higher Education Institutions trained/retrained

	Country Code:	Country Code:	Country Code:	Country Code:	Country Code:

Please indicate the number of staff of non HEI (enterprises, NGOs, Chambers of Commerce, Government, local administration, etc.) trained <u>to the date of report submission</u>:

Number Male					
Number Female					

Number of students from the partner countries who have attended programmes/courses developed in the framework of the project
Please indicate the number of students from the partner countries that have been trained and/or retrained in the programmes/courses developed by the project <u>to the date of report submission</u>:

	Country Code:	*Country Code:*	*Country Code:*	*Country Code:*	*Country Code:*
Number Male					
Number Female					

Academic/administrative Staff mobility

Number of partner country - EU mobility flows of more than 2 weeks

Please indicate the number of partner country <u>staff</u> mobility flows from the partner country to the European Union <u>to the date of report submission</u>:

(Country of origin)

	Country Code:	*Country Code:*	*Country Code:*	*Country Code:*	*Country Code:*
Number Male					
Number Female					

Number of EU - partner country mobility flows of more than 2 weeks

Please indicate the number of European <u>staff</u> mobility flows from the European Union to the partner country <u>to the date of report submission</u>:

(Host country)

	Country Code:	*Country Code:*	*Country Code:*	*Country Code:*	*Country Code:*
Number Male					
Number Female					

Number of partner country – partner country mobility flows of more than 2 weeks
Please indicate the number of <u>staff</u> mobility flows <u>within the</u> <u>same partner country</u> to the date of report submission:

(Country of origin)

	Country Code:	*Country Code:*	*Country Code:*	*Country Code:*	*Country Code:*
Number Male					
Number Female					

And between <u>two different partner countries</u>:

Number Male					
Number Female					

Student mobility

Number of partner country - EU mobility flows of more than 2 weeks

Please indicate the number of partner country <u>student</u> mobility flows from the partner country to the European Union <u>to the date of report submission</u>:

(Country of origin)

	Country Code:	*Country Code:*	*Country Code:*	*Country Code:*	*Country Code:*
Number Male					
Number Female					

Number of EU - partner country mobility flows of more than 2 weeks

Please indicate the number of European <u>student</u> mobility flows from the European Union to the partner country <u>to the date of report submission</u>:

(Host country)

	Country Code:	*Country Code:*	*Country Code:*	*Country Code:*	*Country Code:*
Number Male					
Number Female					

Number of partner country – partner country mobility flows of more than two weeks
Please indicate the number of <u>student</u> mobility flows <u>within the same partner country</u> to the date of report submission:

(Country of origin)

	Country Code:	*Country Code:*	*Country Code:*	*Country Code:*	*Country Code:*
Number Male					
Number Female					

And between <u>two different partner countries</u>:

Number Male					
Number Female					

Links to European Higher Education policies

	YES	NO	N/A

Diploma supplement

Please indicate whether the project contributes to the introduction of diploma supplements in the Partner Country university/ies. For information on the diploma supplement please see:
http://europa.eu./comm/education/policies/rec_qual/recognition/diploma_en.html

Adoption of a system based on three main cycles, undergraduate (Bachelor), postgraduate (Master) and Doctorate

X		

Please indicate whether your project contributes to the achievement of the adoption of a system based on three main cycles.

Introduction of double/multiple or joint degrees

Please indicate whether in the framework of your project the institutions involved plan to develop/issue double/multiple or joint degrees.

Establishment of an ECTS system

X		

Please indicate whether your project contributes to the introduction and/or development of the European Credit Transfer System at the co-beneficiary partner university(ies). For information on ECTS:
http://europa.eu/comm/education/programmes/socrates/ects/index_en.html

Promotion of quality assurance procedures at institutional or national level

X		

Please indicate whether the project contributes to the enhancement of the Partner Country university/ies' quality assurance strategies. For information on the 'Standards and guidelines for quality assurance in the European higher education area' : http://www.bologna-bergen2005.no/Docs/00-Main_doc/050221_ENQA_report.pdf

Qualification frameworks

X		

Please indicate whether the project contributes to developing of national qualifications frameworks and implementation at university level. For information on the European Qualification Framework, please see:
http://ec.europa.eu/education/lifelong-learning-policy/doc44_en.htm

Lifelong learning policies and approaches

Please indicate whether your project contributes to developing lifelong learning approaches
For information on Life Long Learning European policy: http://ec.europa.eu/education/lifelong-learning-policy/doc28_en.htm

Modular curriculum structure

X		

Please indicate whether your project contributes to the promotion of modular curriculum structure.

New teaching and learning methods

X		

Please indicate whether the project contributes to the development of new teaching/learning methods at the Partner Country university/ies.

E-Learning

Please indicate whether the project contributes to the development of an e-learning strategy at the Partner Country university/ies.

University/Enterprise cooperation

X		

Please indicate whether the project plans to encourage co-operation between the Partner Country university/ies and the private sector.

Links between the labour market and degree programmes | **X** | | |

Please indicate whether the new/restructured curriculum/curricula responds directly to the needs of the local and national labour market through internships, intensive training in the field, etc.

Links with other EU education programmes | | | |

Please indicate whether your project is directly linked to other EU education Programmes (other than Tempus) such as Erasmus Mundus or the Life Long Learning Programme. For information on the EU educational programmes, please see: http://ec.europa.eu/education/index_en.htm

If yes, please indicate with which EU educational programme your project is linked:

EXAMPLE
USE ONE TABLE PER WORK PACKAGE: ADD AS MANY TABLES AS NECESSARY

7336-TEMPUS-2011-SMHES

Table of achieved / planned results

Insert the title and reference number as indicated in the project proposal

Title and reference number of the work package (WP)	
Indicators of achievement and or/performance as indicated in the project proposal	

Insert the indicators of achievement and/or performance as indicated in the project proposal

Activities carried out to date for the achievement of this result:

Activity N°	Activity Title	Start date	End date	Place	Description of the activity carried out	Specific and measurable indicators of achievement

Activity number as indicated in the project proposal

Insert the activity title as indicated in the project proposal

State where and when the activity has taken/will take place

Provide a brief description of the activity

Insert specific indicators (qualitative and quantitative) which can help to measure the achievement of the activity result

Activities to be carried out for the achievement of this result over time (entire project period: 2 or 3 years)

Activity N°	Activity Title	Start date	End date	Place	Description of the activity to be carried out	Specific and measurable indicators of progress

Insert specific indicators (qualitative and quantitative) which help measure progresses towards achieving the required result

Changes that have occurred in this result since the original proposal:

Describe any change to the original activity plan described in the project proposal

Table of achieved / planned results

Title and reference number of the work package (WP)	Comparative analyses of existing standards and methodologies of sector Qualifications Framework (QF) development in the area of food science (including three cycles - bachelor, master and doctorate) **WP1**

Indicators of achievement and or/performance as indicated in the project proposal	Sectoral Qualification Frameworks introduced in Russian Federation

Activities carried out to date to achieve this result:

Activity N°	Activity Title	Start date	End date	Place	Description of the activity carried out	Specific and measurable indicators of achievement
1.1.1	Analyzing of QF development in EU partner countries	01.12	05.12	All partners	The analysis of the state of the art and of recent trends in developing Qualification Framework (QF) in European Higher Education Area with special emphasis on sectoral QF was conducted. National Qualifications Framework in Austria, Britain, Belgium, Germany, Ireland, Italy, the Netherlands, Portugal, France and Poland were compared. The categories and subcategories of core competencies were described. Also European system of credits accumulation and transfer (ECTS) was referred. The aspects of education diversity, coordination and convergence of curricula, methods of teaching, learning and assessment were analysed. Written report and 6 publications in professional journal were published.	Written report and 6 publications in professional journal published
1.2.1	Analyzing of QF development in Russian Federation	03.12	06.12	Partner Universities	Relevant Russian federal standards of 3rd generation were analyzed together with recent development in elaboration of National Qualification Frameworks. Also results of other Russian Tempus projects related to development of Qualification Frameworks were examined. A report was published on comparison of Russian and international standards.	Written report on comparison of Russian and international standards

| 1.3.1 | Analyzing of RF employers opinion on QF development | 05.12 | 08.12 | Partner Universities | Surveys were conducted by questionnaire method on the external stakeholders (food technology employers) opinions on the development of Russian sectoral qualification frameworks in the food science. These surveys were conducted in 5 regions of Russian Federation. | Results of conducted surveys |

Activities to be carried out to achieve this outcome (before the end of the project)

Activity N°	Activity Title	Start date	End date	Place	Description of the activity to be carried out	Specific and measurable indicators of progress

Changes that have occurred in this result since the original proposal:

As described in section **Coherence with the workplan and comments on deviations and modifications,** there was few months delay as compare with original application due to later start of the project implementation as project kick-off meeting was held at the Moscow State University of Food Production on 22-25 January 2012.

Please add as many tables as necessary.

Title and reference number of the work package (WP)	Development of QF in the area of food science in RF	**WP2**

Indicators of achievement and or/performance as indicated in the project proposal	Sectoral Qualification Frameworks introduced in Russian Federation

Activities carried out to date to achieve this result:

Activity N°	Activity Title	Start date	End date	Place	Description of the activity carried out	Specific and measurable indicators of achievement
2.1.1	Developing of draft QF with a view to WP1 reports	08.12	12.12	All partners	Draft Qualification Frameworks for Food Science were developed with the use of the results of Workpackage 1. These frameworks were elaborated for the levels 6 (BSc studies) and level 7 (MSc studies).	Developed draft QF for Food Science
2.2.1	Consultation and	12.12	02.13	All	Newly developed QF for Food Science were analyzed and	Updated version of QF in

	updating of QF			partners	compared with the results of surveys of employers opinions including current situation and expected trends of labour market.	Food Science
2.3.1	Self-certification of QF compatibility with EHEA	02.13	04.13	All partners	Self-certification of developed QF was performed by representatives of project consortium. It was analyzed for compatibility with the overarching European Higher Education Area framework and with current Russian higher education system and legislation.	Final version of QF in Food Science
2.3.2	Adaptation of the final version of sector Qualifications Framework by the Ministry	04.13	05.13	Russian partners	Sectoral Qualification Frameworks being in the sphere of responsibility of the Federal Ministry of Labor and Social protection are not yet in the legal framework of Russia	Sectoral QF approved

Activities to be carried out to achieve this outcome (before the end of the project)

Activity N°	Activity Title	Start date	End date	Place	Description of the activity to be carried out	Specific and measurable indicators of progress
2.3.2	Adaptation of the final version of sector Qualifications Framework by the Ministry	05.13	12.13	Russian partners	Russian partner will explain the legal situation and responsibilities for sectoral Qf	Sectoral QF approved

<u>Changes that have occurred in this result since the original proposal:</u>

Qualification Frameworks were elaborated for the levels 6 (BSc studies) and level 7 (MSc studies). There were not elaborated for PhD level because PhD studies till the date of this report are not formally recognized within the Russian Higher Education System as learning programme. When they will be included in 4th generation of educational standards, project team will develop related QF. Due to legal situation in Russian Federation Qualification Frameworks are not yet within formal regulations of the responsible Ministries and Russian partners will discuss and explain possibilities for formal recognition of developed QF. In practice they will be used for ongoing development of educational standards of 4th generation.

Title and reference number of the work package (WP)	Capacity building - creation of training centers	**WP3**

Indicators of achievement and or/performance as indicated in the project proposal	University teachers and stakeholders retrained

Activities carried out to date to achieve this result:

Activity N°	Activity Title	Start date	End date	Place	Description of the activity carried out	Specific and measurable indicators of achievement
3.1.1	Establishment of partner universities training centers	03.12	04.12	Partner Universities	Training centers devoted to staff retraining and to development and implementation of study programs compatible with Qualification Framework were created within the structure of Educational Departments at Russian partner Universities.	Established training centers
3.1.2	Purchasing of equipment	05.12	05.13	Partner Universities	Lists of equipment planned to be purchased for each partner University were revised according to actual needs and availiable budget. Procedures for purchasing of presentation equipment and computers for training centers have been started at partner Universities.	Upgraded computer laboratories
3.2.1	Partner universities staff retraining	04.12	09.12	EU partner Universities	Teaching staff of Russian partner Universities involved in courses preparation and implementation were retrained during RF – EU mobilities to EU partners. There were 4 one week study trips organized to EU partners with total number of 41 Russian staff members retrained.	41 partner Universities staff members retrained
3.3.1	Developing of information database	06.12	05.13	Moscow State University of Food Production	Discussion of technical guidelines for project related database to be creates on web page of the Moscow State University of Food Production	Technical guidelines of project related database

Activities to be carried out to achieve this outcome (before the end of the project)

Activity N°	Activity Title	Start date	End date	Place	Description of the activity to be carried out	Specific and measurable indicators of progress
3.1.2	Purchasing of	05.13	09.13	Partner	Educational equipment for each partner University will be	Educational laboratories

	equipment			Universities	purchased and installed in computer laboratories of partner Universities.	upgraded
3.3.1	Developing of information database	05.13	10.14	Moscow State University of Food Production	Project related database will be creates on web page of the Moscow State University of Food Production	Project related database created

Changes that have occurred in this result since the original proposal:

Purchase of equipment is delayed in comparison to the project schedule. It is related to the necessity for clarification and explanation of all formalities and rules for Russian partner Universities.

Title and reference number of the work package (WP)	Development of training courses on developing and implementing new study programmes compatible with QF in food science WP4

Indicators of achievement and or/performance as indicated in the project proposal	University teachers and stakeholders retrained

Activities carried out to date to achieve this result:

Activity N°	Activity Title	Start date	End date	Place	Description of the activity carried out	Specific and measurable indicators of achievement
4.1.1	Developing of training courses	04.12	10.12	All project partners	Training courses for partner Universities staff members on developing and implementing of new study programmes compatible with developed Qualifications Framework in Food Science were developed.	Developed training courses
4.1.2	Developing of course materials	08.12	10.12	Partner Universities	Training courses teaching materials were developed and printed as brochure.	Printed training courses teaching materials

Activities to be carried out to achieve this outcome (before the end of the project)

Activity N°	Activity Title	Start date	End date	Place	Description of the activity to be carried out	Specific and measurable indicators of progress

Changes that have occurred in this result since the original proposal:

No major changes have occurred.

Title and reference number of the work package (WP)	Implementation of training courses on developing and implementing new study programmes compatible with QF in food science **WP5**

Indicators of achievement and or/performance as indicated in the project proposal	University teachers and stakeholders retrained

Activities carried out to date to achieve this result:

Activity N°	Activity Title	Start date	End date	Place	Description of the activity carried out	Specific and measurable indicators of achievement
5.1.1	Implementation of training courses	10.12	04.13	Partner Universities	Training courses were delivered at Russian partner Universities. In total 228 persons were trained. Trainees who completed these course received official certificate of respective Russian partner University.	228 staff members retrained
5.1.2	Evaluation of training courses	10.12	04.13	Partner Universities	Trainees evaluated implemented courses using purposely developed questionnaires. The results of the questionnaires were analyzed by partner universities training staff in order to course upgrading.	Training courses evaluated and upgraded

Activities to be carried out to achieve this outcome (before the end of the project)

Activity N°	Activity Title	Start date	End date	Place	Description of the activity to be carried out	Specific and measurable indicators of progress

| 5.1.1 | Implementation of training courses | 05.12 | 02.14 | Partner Universities | Training courses for partner Universities staff will be continued. | Number of retrained staff members |
| 5.1.2 | Evaluation of training courses | 05.13 | 02.14 | Partner Universities | Delivered training courses will be evaluated and upgraded | Training courses evaluated and upgraded |

Changes that have occurred in this result since the original proposal:

No major changes have occurred.

| **Title and reference number of the work package (WP)** | Quality control and monitoring | **WP6** |

| **Indicators of achievement and or/performance as indicated in the project proposal** | Existing image of the project.
Good communication between project partners. |

Activities carried out to date to achieve this result:

Activity N°	Activity Title	Start date	End date	Place	Description of the activity carried out	Specific and measurable indicators of achievement
6.1.1	Monitoring the project progress with the list of all planned outcomes including the delivery dates and the project milestones	10.11	05.13	All project partners	Project progress was monitored by project coordinator Prof S. Ignar and coordinator of Russian partners activities Prof. V. Matison.	Monitoring reports
6.1.2	Performing peer reviews - medium-term progress reports delivered by WP	10.11	05.13	All project partners	Medium term progress evaluation was presented to the project Steering Committee.	Monitoring reports

	leaders to the Contractor and Steering Committee					
6.1.3	Performing internal institutional evaluation – short-term reports carried out by Institutional Project Coordinators (IPC)	10.11	05.13	Russian partner Universities	Institutional Project Coordinators (IPC) - appointed contact persons at Russian partner institutions performed internal institutional evaluation of project implementation	Evaluation reports
6.1.4	Performing external evaluation	02.13	03.13	Russian partner Universities	Newly developed QF for Food Science was positively evaluated by Prof. S. Podlaski from the Warsaw University of Life Sciences, Polish Chairman of Expert Group for Domain-Specified Qualification Frameworks.	Evaluation report
6.1.5	Executing monitoring visits	10.11	05.13	All project partners	Project coordinator and coordinator of Russian partners activities implemented several monitoring visits for project progress evaluation.	Monitoring reports
6.2.5	Monitoring of the quality of the performed mobilities	10.11	05.13	All project partners	Project coordinator evaluated quality of the performed mobilities on the basis of individual IMRs.	Evaluation results

Activities to be carried out to achieve this outcome (before the end of the project)

Activity N°	Activity Title	Start date	End date	Place	Description of the activity to be carried out	Specific and measurable indicators of progress
6.1.1	Monitoring the project progress with the list of all planned outcomes including the delivery dates and the project milestones	05.13	10.14	All project partners	Project progress will be monitored by project coordinator Prof S. Ignar and coordinator of Russian partners activities Prof. V. Matison.	Monitoring reports
6.1.2	Performing peer reviews - medium-term progress reports delivered by WP leaders to the Contractor and Steering Committee	05.13	10.14	All project partners	Medium term progress evaluation will be presented to the project Steering Committee.	Monitoring reports
6.1.3	Performing internal institutional evaluation	05.13	10.14	Russian partner	Institutional Project Coordinators (IPC) - appointed contact persons at Russian partner institutions will perform	Evaluation reports

	– short-term reports carried out by Institutional Project Coordinators (IPC)			Universities	internal institutional evaluation of project implementation	
6.1.4	Performing external evaluation	11.13	12.13	Russian partner Universities	Final version of developed QF for Food Science will be evaluated by Prof. S. Podlaski from the Warsaw University of Life Sciences, Polish Chairman of Expert Group for Domain-Specified Qualification Frameworks.	Evaluation report
6.1.5	Executing monitoring visits	05.13	10.14	All project partners	Project coordinator and coordinator of Russian partners activities implemented several monitoring visits for project progress evaluation.	Monitoring reports
6.2.5	Monitoring of the quality of the performed mobilities	05.13	10.14	All project partners	Project coordinator will evaluate quality of the performed mobilities on the basis of individual IMRs.	Evaluation reports

Changes that have occurred in this result since the original proposal:

No major changes have occurred.

Title and reference number of the work package (WP)	Dissemination **WP7**

Indicators of achievement and or/performance as indicated in the project proposal	Existing image of the project

Activities carried out to date to achieve this result:

Activity N°	Activity Title	Start date	End date	Place	Description of the activity carried out	Specific and measurable indicators of achievement

7.1.1	7.1.1 Creation of the project web-site	11.11.	01.12	Warsaw University of Life Sciences	Project web-site was created on the internet home page of the Warsaw University of Life Sciences.	Created project web site
7.1.2	7.1.2 Update of the project web-site with reports, guides, regulations	02.12	10.14	Warsaw University of Life Sciences	Project web-site was regularly updated with project information materials.	Updated web site
7.2.1	Preparation of minutes of meetings	01.12	10.14	All project partners	Minutes of the meetings were prepared and distributed among partners.	Printed minutes of the meetings
7.3.1	Integrating dissemination activities in the training courses	04.12	05.13	Partner universities	Training courses content includes dissemination information about project results.	Training courses materials
7.3.3	Annual conferences organization providing the sustainability of the project results	10.12	04.13	Moscow State University of Food Production	DEFRUS project and its actual results were presented during two international events organized in Moscow by the State University of Food Production: - International forum "Innovative technologies ensuring the safety and quality of food" - 22-25 October 2012. - International conference "Quality and food safety. Trainings for the food industry"15-18 April 2013. These events were combined with the annual meetings of two Educational and Methodological Associations of Russian Universities in the Area of Food Science.	Conferences materials

Activities to be carried out to achieve this outcome (before the end of the project)

Activity N°	Activity Title	Start date	End date	Place	Description of the activity to be carried out	Specific and measurable indicators of progress
7.1.2	Update of the project web-site with reports, guides, regulations	05.13	10.14	Warsaw University of Life Sciences	Project web-site will be regularly updates with project information materials.	Updated project web site
7.2.1	Preparation of minutes of meetings	05.13	10.14	All project partners	Minutes of the meetings will be prepared and distributed among partners.	Printed minutes of the meetings
7.2.4	Preparing the leaflet	08.14	09.14	Moscow	Leaflet about the project results will be prepared and	Printed project leaflet

	about the project results			State University of Food Production	printed by the end of the project implementation	
7.3.2	Organization of the closing conference	08.14	10.14	Moscow State University of Food Production	Closing conference will be organized at the Moscow State University of Food Production	Conference materials

Changes that have occurred in this result since the original proposal:

Due to project partners technical and capacity restrictions the decision was made to use project web site as a main dissemination mean and to resign from creating of facebook account and from issuing of e-newsletter.

Title and reference number of the work package (WP)	Project management	**WP8**

Indicators of achievement and or/performance as indicated in the project proposal	Good communication between project partners

Activities carried out to date to achieve this result:

Activity N°	Activity Title	Start date	End date	Place	Description of the activity carried out	Specific and measurable indicators of achievement
8.1.1	Planning	10.11	10.14	All partners	Two General Assemblies of project partners were held at the Moscow State University of Food Production (MSUFP). First one (Kick-off meeting) on 22-25 January 2012 and second on 22-25.2012. During this meetings future activities were planned and budget allocation was decided.	Smooth project implementation

8.1.2	Executing	10.11	10.14	All partners	Project coordinator was responsible for financial management and execution of contractural rules. Institutional Project Coordinators - appointed contact persons at each partner University were responsible for planned project activities execution.	Smooth project implementation
8.1.3	Informing	10.11	10.14	All partners	Project coordinator, coordinator of Russian partners activities and Institutional Project Coordinators maintained communication between project partners and assured effective flow of all necessary information.	Smooth project implementation

Activities to be carried out to achieve this outcome (before the end of the project)

Activity N°	Activity Title	Start date	End date	Place	Description of the activity to be carried out	Specific and measurable indicators of progress
8.1.1	Planning	10.11	10.14	All partners	The next General Assembly is planned for the period of 03-06.2013 at the St. Petersburg National Research University of Information Technologies, Mechanics and Optics. This General Assembly will evaluate the activities carried out within the project, decide about the budget allocation and lay down the guidelines for future activities.	Smooth project implementation
8.1.2	Executing	10.11	10.14	All partners	Project coordinator will realize financial management and execution of contractural rules. Institutional Project Coordinators - appointed contact persons at each partner University will be responsible for planned project activities execution. Interim Report and Final Report will be prepared by the project coordinator and coordinator of Russian partners activities.	Smooth project implementation
8.1.3	Informing	04.12	10.14	All partners	Project coordinator, coordinator of Russian partners activities and Institutional Project Coordinators maintained communication between project partners and assured effective flow of all necessary information.	Smooth project implementation

Changes that have occurred in this result since the original proposal:

No major changes have occurred.

Summary Report for Publication

Project title

Development of Qualification Framework for Food Science Studies at Russian Universities

Objectives

Wider objective: "Enhancement of quality and relevance of higher education in Russian Federation and increasing convergence with EU developments through elaboration of qualifications framework"
Specific project objectives:
1- Comparative analyses of existing standards and methodologies of QF development in food science,
2- Development of sector QF for food science studies at Russian universities,
3- Training courses on developing and implementing new study programs compatible with QF in food science.

Outcomes

1.1 Report on QF development in EU partner countries
1.2 Report on QF development in Russian Federation
1.3 Report on RF employers opinion on QF development

2.1 Developed draft QF with a view to WP1 reports
2.2 Consulted and updated version of QF
2.3 Self-certification of QF compatibility with EHEA

3.1 Created training centers at partner universities
3.2 RF partner universities staff re-trained
3.3 Developed information database

4.1 Training courses developed

5.1 Implemented training courses

6.1 Monitored project management
6.2 Assessed project deliverables

7.1 Developed project web-site
7.2 Reports on project results and other publications
7.3 Dissemination events

8.1 Smoothly implemented project

Activities

1.1.1 Analyzing of QF development in EU partner countries
1.2.1 Analyzing of QF development in Russian Federation
1.3.1 Analyzing of RF employers opinion on QF development
2.1.1 Developing of draft QF with a view to WP1 reports
2.2.1 Consultation and updating of QF
2.3.1 Self-certification of QF compatibility with EHEA
2.3.2 Adaptation of the final version of sector Qualifications Framework by the Ministry
3.1.1 Establishment of partner universities training centers
3.1.2 Purchasing of equipment
3.2.1 Partner universities staff retraining
3.3.1 Developing of information database
4.1.1 Developing of training courses
4.1.2 Developing of course materials
5.1.1 Implementation of training courses
5.1.2 Evaluation of training courses
7.1.1 Creation of the project web-site
7.1.2 Update of the project web-site with reports, guides, regulations
7.1.3 Creation of the facebook account
7.2.1 Preparation of minutes of meetings
7.2.2 Issuing e-newsletter
7.2.3 Disseminating of the guides of instruction published in WP2
7.2.4 Preparing the leaflet about the project results
7.3.1 Integrating dissemination activities in the training courses organized within WP3 and WP5
7.3.2 Organization of the closing conference
7.3.3 Annual conferences organization by P13, P14 and P19 providing the sustainability of the project results.
8.1.1 Planning
8.1.2 Executing
8.1.3 Informing

Progress to date

Qualification Frameworks for Food Science were developed and self-certified.
Staff members of the Russian partner Universities were retrained.
Training courses for partner Universities staff members on developing and implementing of new study programmes compatible with developed Qualifications Framework in Food Science were developed and implemented.

Future developments

Purchase of presentation equipment and computers for training centers.
Upgrading and delivering of training course for partner Universities staff members.
Creation of project related data base on the web page of the Moscow State University of Food Production.

Other remarks

None

STATEMENT OF THE COSTS INCURRED

Tempus project N° 517336_____

- **Column "1. Project Costs" and Column "3. Project Finance": please input the estimated budget of the project as indicated in Annex II of your Grant Agreement or in subsequent amendments to Annex II.**
- **Columns under "2. Project Expenditure to date": please indicate the expenditure made <u>to date</u> (paid directly from the Tempus grant and/or co-financed). The declared amounts must represent <u>AMOUNTS ACTUALLY PAID</u> (meaning that a disbursement has been made) and NOT committed amounts.**
- **"Bank interest" is to be declared if it represents a significant amount, and must be included in the Final Report (see Article II.16.4 of the Grant Agreement).**

		1. PROJECT COSTS € Estimated budget of the project (Annex II)	2. PROJECT EXPENDITURE TO DATE €		
			Declared Paid from Tempus	Declared Co-financed	TOTAL Declared
I	Staff costs (incl. replacement costs)	290 816,00	94 900,00	0	94 900,00
II	Travel costs and Costs of Stay	287 623,00	120 587,00	0	120 587,00
III	Equipment	165 750,00	0	0	0
IV	Printing and publishing	25 000,00	0	0	0
V	Other costs	20 000,00	0	0	0
VI	Indirect costs[1]	55 243,23	6 437,00		6 437,00
			Total	Total	TOTAL
TOTAL ELIGIBLE COSTS[2] (I.4.2)		844 432,23	221 924,00	0	221 924,00

	3. PROJECT FINANCE €
Co-financing	84 444,00
Total from the Tempus grant	759 988,23
TOTAL PROJECT FINANCE (I.4.2)	**844 432,23**
Bank interests	275,14

REQUEST FOR PAYMENT

In accordance with Articles I.5 and II.15 of the Grant Agreement of this project, I hereby confirm that (<u>please tick the appropriate box</u>):

☐ **I have already spent 70%** of the first installment of pre-financing, and thus **request** the second installment of pre-financing to the following bank account: ***IBAN[3]*** _____

X **I have not yet spent 70%** of the first installment of pre-financing, and thus **do not** request the second installment of pre-financing.

Date and signature of the **legal representative** of the co-ordinator (institution):

   Date: 14.05.2013   Signature:_____

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[1] Indirect costs may not be co-financed (section 8.4, Guidelines for the use of the grant).

[2] As indicated in art. I.4.2 of the Grant Agreement.

[3] BIC code for countries where the IBAN code does not apply.

ACKNOWLEDGEMENT OF RECEIPT

Your name: Stefan Ignar

Complete address:

Warsaw University of Life Sciences - SGGW

159, Nowoursynowska Str.

Poland

PL	02 -766	Warszawa
Country code	Postal code	City

This page of the form will be returned to you on receipt of your Intermediate Report. Therefore please enter your name and address in the box above. Please remember to send in this page with each of your reports.

For internal use only

Tempus Project N°

under the Tempus programme.

Yours sincerely,

Done at ....,   Date ....

CHECK-LIST

WHAT INFORMATION NEEDS TO BE SENT?

X   Declaration, duly signed by the contact person and the legal representative of the co-ordinator (institution) –   Annex IV/2

X   Report on implementation of the project – Annex IV/3-5

X   Statistics and Indicators – Annex IV/6-8

X   Table of achieved/planned results – Annex IV/9-10

X   Summary Report for Publication – Annex IV/11

X   Statement of the costs incurred and Request for Payment – Annex IV/12

X   Acknowledgement of receipt – Annex IV/13