



Activity T3.3 - B_B Transnational Cross-Field Visits

**Expression of Interest
for the selection of the participants to the
Blue_Boost Cross-Field Visits in
Trieste – Friuli Venezia Giulia, Italy on 09-10.09.2019**

Activity T3.3 - B_B Transnational Cross-Field Visits

The Blue_Boost Cross-Field Visits Programme is composed by a cycle of **7 transnational cross-field visits** - 5 back-to-back with the Blue_Boost Steering Committee meetings and Final Event and 2 as stand-alone actions, for “**in loco understanding**” of:

- innovation structures,
- successful showcases,
- initiatives of interaction and cooperation among local institutional/non-institutional innovation actors working in traditional and emerging maritime sectors.

The 7 Blue_Boost target maritime¹ regions can offer different, but complementary potential of transnational networking inspiring solutions and new concepts of transboundary and cross-sectoral fertilization, bench learning and best practices sharing. Therefore, the aim of the Cross-Field Visits Programme is to put into connection the different maritime stakeholders from the Blue_Boost areas in order to upgrade concretely their international innovation cooperation capacity, as well as to accelerate and facilitate their aggregation at local level.

Accordingly, the 7 delegations are composed of:

- Project Partners (PPs);
- Observers Groups (Associated Project Partners - ASPs)
- Institutional/not- institutional maritime actors from Blue_Boost target regions.

The participants are selected by PPs – at local level - thanks to a public Expression of Interest (Eoi): winners are awarded with “B_B” travel fiches. Observers Groups (ASPs) will participate only in Cross-Field Visits in Central Macedonia, Albania and Marche Region.

GENERAL CONDITIONS FOR STAKEHOLDERS' SELECTION

A procedure is called for assessing applications based on CV or Profiles and possible interviews for the **selection of n. 04 candidates** that will participate in the Cross-Field Visit in Friuli Venezia Giulia (Italy), which will take place on 09-10.09.2019

The Programme of the Cross-Field Visits is attached to these Terms of Reference as Annex II. In the selection, particular attention will be paid for ensuring equal opportunity, non-discrimination and equality between men and women.

¹ Apulia, Marche and Friuli Venezia Giulia Regions in Italy; Western Greece and Central Macedonia in Greece; Zadar County in Croatia; coastal areas of Durres, Vlora, Saranda and Shengjin in Albania.

REQUIREMENTS FOR THE APPLICANTS

1. Applicants must be:

- **research bodies and innovation actors active in the field of Shipbuilding and Ship Repair and Coastal Protection**
- private bodies (professionals included) or public bodies, whose core activities falls within the following list of sectors NACE codes:
 - 55 Accommodation;
 - 56 Food and beverage service activities;
 - 79 Travel agency, tour operator reservation service and related activities;
 - 55.10 Hotels and similar accommodation;
 - 55.20 Holiday and other short stay accommodation;
 - 55.30 Camping grounds, recreational vehicle parks and trailer parks;
 - 55.90 Other accommodation;
 - 77.11 Renting and leasing of cars and light motor vehicles;
 - 77.34 Renting and leasing of water transport equipment;
 - 93 Sports activities and amusement and recreation activities;
 - 93.29 Other amusement and recreation activities;
 - 03.2 Aquaculture;
 - 03.21 Marine aquaculture;
 - 33.15 Repair and maintenance of ship and boats;
 - 30.1 Building of ships and boats;
 - 30.11 Building of ships and floating structures;
 - 30.12 Building of pleasure and sporting boats;
 - 03.1 Fishing;
 - 03.11 Marine fishing;
 - 10.2 Processing and preserving of fish, crustaceans and mollusks;
 - 10.9 Manufacture of other food products n.e.c.;
 - 46.38 Wholesale of other food, including fish, crustaceans and mollusks;
 - 47.23 Retail sale of fish, crustaceans and mollusks in specialized stores;
 - 13.94 Manufacture of cordage, rope, twine and netting;
 - 91.04 Botanical and zoological gardens and nature reserves activities;
 - 68 Real estate activities;
 - 91.02 Museums activities;
 - 91.03 Operation of historical sites and buildings and similar visitor attractions;
 - 77.11 Renting and leasing of cars and light motor vehicles;
 - 77.21 Renting and leasing of recreational and sports goods;
 - 81.30 Landscape service activities;
 - 74.2 Photographic activities;
 - 47.8 Retail sale via stalls and markets;
 - 32.3 Manufacture of sports goods;
 - 47.64 Retail sale of sporting equipment in specialized stores;

2. Applicants must have their headquarters or an operative branch in Albania in the areas of Shëngjin, Sarandë, Durrës, Vlorë.
3. Participants (applicants' representative) must:
 - be at least eighteen years old at the date of submission of the application;
 - have appropriate and valid documents for travelling in Italy at the date of submission of the application and for the entire duration of the Cross-Field Visit;
 - be provided with a declaration signed by the legal representative of the applicant, giving mandate to the participant to represent the applicant within the Cross-Field Visit;
 - have a good level of knowledge of English.

SUBMISSION OF APPLICATIONS

1. Deadlines: Applications, written on plain paper using the form enclosed with this notice (Annex 1A for Cross-Field Visit in Friuli Venezia Giulia – Italy, must be sent no later than the day **23.08.2019 at 13.00 hrs** to the attention of Mrs. Ingrida Dashi and Mr. Ylli Take to the email address idashi@albaniandf.org; ytake@albaniandf.org.
Applications must be sent on-line as PDF bearing the signature of the legal representative on both the application form and any attachment.
Applications received after the date indicated above will be excluded from the selection.
2. Documents to send:
 - a) Application form describing the activities carried out in the sectors concerned - Annex 1A for Cross-Field Visit in Friuli Venezia Giulia – Italy. The application form must include the authorization for the treatment of data and shall be signed by the applicant's legal representative;
 - b) Declaration by the legal representative of the applicant and scanned photocopy in color front and back of a valid identity document;
 - c) Scanned photocopy in color front and back of a valid identity document and other documents for travelling of the participant.

PHASES AND CRITERIA OF SELECTION

EVALUATION – the commission will evaluate the profile of the applicants, as well as their motivations and expectations for participating in the Cross-Field Visit. The selection will take place according to the following procedure:

1. Analysis of the documentation with respect to:
 - Compliance with the requirements;
 - Timing of the submission of the application;
 - Contents and motivations expressed in the application form
2. Should the analysis of the documentation not enable the selection of participants, the

commission will carry out individual interviews with eligible candidates to evaluate: a) Motivations and expectations expressed to take part in the project; b) Level of knowledge of one or more foreign languages; c) Training and professional experience related to the project topics. In this case, the list of candidates admitted to the selection, as well as dates, times, and locations of the interviews will be published on the ADF website, in addition to a direct notification to candidates via e-mail. Candidates must have a valid identity document to make the interview. As a final step, the commission will draw up a list of selected participants that will be communicated to all applicants, as well as published on the website.

AGREEMENT WITH THE PROJECT PARTNER - Each participant must sign an agreement with UniCam with which it undertakes to participate in the Cross-Field Visit and the related tasks

FINAL REPORT - Each participant organization will also assume the obligation to write, at the end of the experience, a report on its activities, the competence acquired, the possibility of transfer the same in their own contexts, based on the form attached to these ToR as Annex III.

COSTS COVERED BY CROSS-FIELD VISIT PROGRAM

The funding covers the cost for 1 participant for each selected applicant organization, up to a maximum of 600 EUR per participant, through the contribution of the ADRION Programme, including:

- Travel from the legal seat of the organization to the Cross-Field Visit venue and back (business or first class is not eligible).
- Accommodation (5 stars hotels are not eligible);
- Meals if not provided by the hosting organization (Costs for alcoholic beverages are not eligible);
- Local transports (taxi is not eligible except when it can be demonstrated that no public transport was available at the time and place needed).

There is no fee to participants or any refund or recognition of the hourly cost to the selected organization.

ADF will manage arrangements of the traveling and accommodation.

Treatment of personal data will follow the principles of fairness and transparency according to Regulation (EU) 2016/679 – GDPR and the subsequent national transposing laws. Details about the document to be submitted and the treatment of personal data are provided at Annex 4.

Annex IA



Blue_Boost Transnational Cross-Field Visits

**Application Form
for the selection of the participants to the
Blue_Boost Cross-Field Visit of
Trieste – Friuli Venezia Giulia, Italy on 09-10.09.2019**

APPLICANT PROFILE	
Name of the Applicant	
Legal Status	
Type of Applicant (MSMEs, Professional, Sectoral agency, Interest groups including NGOs, Business support organisation, Higher education & research, International organisation under international law, Regional/Local public authority, Other)	



Address (if the legal seat is not in the Marche Region, please provide also the address of the branch in Marche Region)	
Website, E-mail and Phone number	
VAT or other national identifying number (if no VAT number is provided)	
Core activities - NACE code	
Description of the products and services offered	
Technology applied	
Turnover in the last 3 years	
Number of employed people	
Participation to Clusters, Networks or Flags	
Quality Certifications	
Previous participation to local, national or international projects	
Legal representative name	
Legal representative contact (E-mail and Phone number)	
Participant name	
Participant contact (E-mail and Phone number)	
Role in the applicant organisation	

MOTIVATIONS AND EXPECTATIONS



Main reasons for participating to the Cross-Field Visit	
Main expectations from the participation to the Cross-Field Visit	

Place and date

Signature of legal representative

I hereby agree for processing the personal information included in this application form strictly for the purposes of this selection and in accordance with the regulation for the protection of personal data Regulation (EU) 2016/679 – GDPR .

Treatment of personal data will follow the principles of fairness and transparency according to Regulation (EU) 2016/679 – GDPR and the subsequent national transposing laws. Details about the document to be submitted and the treatment of personal data are provided at annex 4.

**Applicant's Declaration
for the selection of the participants to the
Blue_Boost Cross-Field Visit of
Trieste – Friuli Venezia Giulia, Italy on 09-10.09.2019**

The undersigned

Surname _____

Name _____

Born in _____ on _____

Living in _____

Address _____ nr _____ Postal code _____

Phone number _____ Mobile _____

e-mail _____

in my capacity as the **legal representative** of

Name of the applicant organisation _____

Address _____ nr _____ Postal code _____

Phone number _____

e-mail _____

website _____

VAT or other national identifying number (if no VAT number is provided) _____

Require

to be admitted to participation to the Cross-Field Visit in Trieste – Friuli Venezia Giulia, Italy on 09-10.09.2019

to this end Declare:

- All information concerning the participation of my organization in the Cross-Field Visit in Trieste – Friuli Venezia Giulia, Italy as enclosed in the application form, has been verified and it is true and correct;
- As far as the above mentioned Cross-Field Visit and the related tasks are concerned, my organization will be represented by:

Surname _____

Name _____

Born in _____ on _____

Living in _____

Address _____ nr _____ Postal code _____

Phone number _____ Mobile _____

e-mail _____

Role in the organization _____

- I give full mandate to (name and surname of the participant) to participate to the above mentioned Cross-Field Visit for representing my organization;
- (name and surname of the participant) have the following level of knowledge of the English Language (mark with an X the level held for each type)

	Listening and reading	Speaking	Writing
BASE			
MEDIUM			
ADVANCED			

- (name and surname of the participant) has appropriate and valid documents for travelling in Italy (here-to attached) at the date of submission of the application and for the duration of the Cross-Field Visit;

- The undersigned declares to have taken note of the notice/announcement and that, if selected to benefit the Blue_Boost Cross-Field Visits programme, will write at the end of the experience, a report on its activities, the competence acquired, the possibility of transfer the same in their own contexts.

Place and date _____

Signature _____

Annex II

Cross-Field Visit – Friuli Venezia Giulia, Day 1 – 9 September 2019 (afternoon, focus: boatbuilding)	
13:30 – 14:15	Welcome and presentation of the CFV programme, Chamber of Commerce of Venezia Giulia
14:30	<i>Departure from Trieste (city centre) to Monfalcone</i>
15:00 – 16:30	Visit to MUCA (Museo della Cantieristica) and presentation of the FVG ecosystem of boatbuilding (MAREFVG)
17:00 – 19:00	Visit to Monfalcone boatbuilding district: <ul style="list-style-type: none"> ○ Visit to Alto Adriatico Custom (focus on green shipbuilding and on ZELAG project) ○ Visit to OCEAN (focus on refitting)
19:30	Visit to mussel cultivation site of “Al Pescaturismo”
20:00	<i>Networking dinner: “Al Pescaturismo”</i>
Cross-Field Visit – Friuli Venezia Giulia, Day 2 – 10 September 2019 (morning, focus: coastal protection)	
9:00	<i>Departure from Trieste (city centre) to Santa Croce</i>
9:30 – 11:00	Visit to OGS, Istituto Nazionale di Oceanografia e Geofisica Sperimentale (National Institute of Oceanography and Applied Geophysics), Oceanography Section
11:30 – 13:30	Visit to Miramare Marine Protected Area and to BIOMA (Immersive Museum of Miramare Protected Area) Presentation of IMPRECO project – ADRION Programme: the ecosystem services approach and protected areas’ innovative solutions for coastal protection – Municipality of Staranzano, Foce dell'Isonzo Regional Nature Reserve
14:00	<i>Return to Trieste city centre and networking lunch</i>



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Cross Field Visit Final Report

1. First Name:

Last name:

2. Position:

3. Name of your organization:

4. Field of activity

- | | | | |
|--|--|--|---|
| <input type="checkbox"/> Aquaculture | <input type="checkbox"/> Fishery | <input type="checkbox"/> Biotechnology | <input type="checkbox"/> Coastal & Maritime Tourism |
| <input type="checkbox"/> Renewable Energy | <input type="checkbox"/> Mineral Resources | <input type="checkbox"/> Transport | <input type="checkbox"/> Offshore oil and gas |
| <input type="checkbox"/> Coastal Protection | <input type="checkbox"/> Desalination | <input type="checkbox"/> Utilities | <input type="checkbox"/> Shipbuilding and Ship Repair |
| <input type="checkbox"/> Research & Innovation | <input type="checkbox"/> Higher education | <input type="checkbox"/> Public administration | <input type="checkbox"/> Marine aquatic products |

5. Country:

6. Type of organization:

- SME
- Big Company
- University
- Research Institute
- Technology Transfer Organization
- Local/National Authority
- End-users Organization
- Cluster

7. Number of employees:

- 1-10 11-25 26-50 51-250 over 250

8. Turnover

- Non-profit organization
- 0 – 100 k€
- 100 k€ - 1 M€
- 1 M€ - 10 M€
- 10 M€ - 50 M€
- over 50 M€

9. Are you a Blue_Boost Project or Associated Partner?

- Yes
- No

If yes, please tick your corresponding box.

If no, please tick the box of the Project Partner which invites you.

- LP – CROATIAN CHAMBER OF ECONOMY / ZADAR COUNTY CHAMBER
- PP2 – UNIVERSITY OF CAMERINO
- PP3 – THESSALONIKI CHAMBER OF COMMERCE AND INDUSTRY
- PP4 – CENTRAL EUROPEAN INITIATIVE – EXECUTIVE SECRETARIAT

- PP5 – ALBANIAN DEVELOPMENT FUND
- PP6 – PATRAS SCIENCE PARK S.A.
- PP7 – APULIA REGION

10. Did you identify some good practices that you could reproduce in your activity or that could be implemented in your region?

- Yes
- No

If yes, please describe them:

What would be the barriers to overcome?

Would it be interesting for you to get some support to overcome these barriers?

- Yes
- No

If yes, what kind of support?

11. Did you identify any kind of potential collaboration with the experiences you got in touch during the Cross Field Visit?

- Yes
- No

If yes, please describe them:



INFORMATION ON PROCESSING OF PERSONAL DATA FOR SCIENTIFIC



RESEARCH PURPOSES (ART. 13 REG. UE 2016/679)

Blue_Boost (in the following, “Project”):

Dear applicant,

pursuant to Regulation (EU) 2016/679 and the subsequent national transposing laws (jointly, the "GDPR"), with this privacy information notice we wish to inform you about the processing of your personal data by the partners of the Project.

Aims and data flow of the Project

The project, which aims to make public data of the selected applicants ((in the following, the selected applicants are called “participants”) in order to build a public list of participants to the Cross Field Visits programme and to provide them with travel fiches, is led by the CROATIAN CHAMBER OF ECONOMY and University of Camerino (in the following, UNICAM), in collaboration with all Project partners. The characteristics of the project and its methods of implementation are described in the following: the applicant will provide its data within a procedure for the selection of participants to the Cross-Field Visits organised by the Project partners. If selected, the participants will sign an agreement with UNICAM with which it undertakes to participate in the Cross-Field Visit and the related tasks in return for a travel fiche that covers the cost for the participation. Each participant organization will also assume the obligation to write, at the end of the experience, a report on its activities, the competence acquired, the possibility of transfer the same in their own contexts, based on the form provided by UNICAM. The data and information released within the procedure for the selection of participants and through the report can be processed by UNICAM, Project partners and the ADRION Programme through paper and electronic tools for internal analysis and, finally,

published on digital platforms. Data can be used to profile¹ the participants, generate travel fiches vouchers and send e-mails to the participants.

Data Controller and Data Protection Officer

The data processing controller is UNICAM and can be contacted at: protocollo@pec.unicam.it.
The UNICAM responsible for data protection can be contacted at: rpd@unicam.it

Purposes of data processing and storage

The processing of participants' data is carried out for the realization of the scientific purposes of the Project. The Project has been drawn up according to the methodological standards of the related scientific sector and it is deposited at the School of Science and Technology of UNICAM, where it will be kept for five years from the planned conclusion of the research.

Legal basis of data processing

The processing of participants' personal data is carried out by the owner in the execution of his duties of public interest pursuant to art. 6, paragraph 1, lett. e) of the GDPR. The treatment of particular categories of personal data (sensitive data) is carried out for scientific research purposes pursuant to art. 9, paragraph 2, lett. j) of the GDPR. Category and type of personal data processed. The realization of the Project implies the treatment of the following personal data: Name of the Applicant, Legal Status, Type of Applicant (MSMEs, Professional, Sectoral agency, Interest groups including NGOs, Business support organisation, Higher education & research, International organisation under international law, Regional/Local public authority, Other), Address, Website, E-mail and Phone number, VAT or other national identifying number (if no VAT number is provided), Core activities - NACE code, Description of the products and services offered, Technology applied, Turnover in the last 3 years, Number of employed people, Participation to Clusters, Networks or Flags, Quality Certifications, Previous participation to local, national or international projects, Legal representative name, Legal representative contact (E-mail and Phone number), Participant name, Participant contact (E-mail and Phone number), Role in the applicant organisation

Methods of data processing

Your personal data shall be processed exclusively by the scientific responsible and/or authorized subjects in the realization of the Project. UNICAM, as well as by any Project partner in accordance with the instructions provided by the CROATIAN CHAMBER OF ECONOMY, have been appointed to carry out certain tasks or to conduct specific stages relating to the data processing, such as by way of example the allocation, management and maintenance of the electronic databases, or other supporting, instrumental and ancillary activities, such as the transmission of information and/or documents. In this case, the processor will provide sufficient guarantees to meet the requirements set forth by the applicable law provisions governing data processing, including all security-related provisions.

Data storage and retention

The participants' data collected and processed for the purposes indicated in section "Aims and data flow of the Project" shall be stored and retained during the whole Project duration - unless the participants has submitted a specific and legitimate request for erasure - and at most up to 5 years after the end of the Project.

Motivation of provisioning data

The provision of the participants' data for the aforementioned research purposes is essential for the development of the Project and does not derive from a regulatory and/or contractual obligation. Failure to provide such data determines the inability to participate in the Project.

Recipients of personal data and transfer of data to Countries abroad

The applicants' personal data in the unapproved state will not be made visible to the public and will only be visible to UNICAM (in a non-anonymous way) for acceptance. This data will not be disclosed to third parties. Once accepted, the data will be visible to the whole Project Partners and, if needed, to the web through a public list of participants to the Cross Field Visits.

Dissemination of research results

Statistical and/or scientific results can be disseminated (for example through the publication of scientific papers and/or the creation of databases, also with open access methods, participation in conferences, etc.) only in anonymous and/or aggregated way and in any case in ways that do not make the participants' identifiable.

Rights of the Participant

As an interested party, the participant can ask the data processing controller at any time for the exercise of rights described in the art.15 of GDPR and, in particular, access to their personal data, rectification, integration, deletion, limitation of processing that concerns them or to oppose their processing.

Pursuant to art. 17, paragraph 3, lett. d) the right to cancellation does not exist for data which must be elaborated for the purposes of scientific research if the objectives of the research itself cannot be obtained without them. For the exercise of the aforementioned rights, please contact the Data Controller and / or the Data Protection Manager at the addresses specified in section "Data Controller and Data Protection Officer". The participant may also propose a complaint to the Guarantor for the protection of personal data.

For information related to the Project, please contact the Scientific Responsible of the Project at the following address: diletta.cacciagrano@unicam.it

The undersigned, taking into account the information received

ⁱ Pursuant to art. 4, n. 4 GDPR, profiling represents any form of automated processing of personal data consisting in the use of such personal data to evaluate certain personal aspects of a physical person, in particular to analyze or predict aspects concerning professional performance, economic situation, health, personal preferences, interests, reliability, behaviour, location or movement of that physical person.