



“Development of vocational education programme in engineering of sustainable and eco-friendly modular houses”

MODUVET

Nr. 2015-1-LV01-KA202-013450

INTERNATIONAL MEETING IN LATVIA

08th February, 2016 – 12th February, 2016

MEETING MINUTES Nr.1

1. Participants of the International meeting:

Sigita Jasinska	Ogres tehnikums (OT)
Ilze Brante	Ogres tehnikums (OT)
Linda Caune	Ogres tehnikums (OT)
Sandis Krapāns	Ogres tehnikums (OT)
Andris Veinbergs	SIA Knauf (Knauf)
Jurijs Narels	SIA JuN (JuN)
Jurijs Siliņš	SIA JuN (JuN)
Arnis Putniņš	SIA JuN (JuN)
Mārīte Meļņika	SIA JuN (JuN)
Guntis Kārklīņš	SIA JuN (JuN)
Aldona Biedermann	Austrija
Erich Buggelsheim	Austrija

2. Meeting minutes of the International meeting in Latvia:

08th February 2016 - Arrival

09th February 2016

Location: „Ogres meža tehnikums”, Aizupes, Tīnūžu distr., Ikšķiles parish

09:00 – 10:00	<i>Meeting in hotel lobby, Drive to the Ogre</i>
10:00 – 10:30	Introduction to the Ogre Technical school
10:30 – 11:00	Project aim, tasks and timetable
11:00 – 11:10	Introduction with project staff
11:10 – 11:30	Coffee break
11:30 – 13:00	Depth analysis of the target market – Latvia, Austria
13:00 – 14:00	Lunch
14:00 – 14:30	The presentation of the modular house design – conceptual phase
14:30 – 16:30	Discussion
17:00 – 18:00	Dinner
18:00 – 19:00	<i>Drive to the Riga</i>

10th February 2016

09:00 – 10:00	<i>Meeting in hotel lobby, Drive to the Jelgava</i>
10:00 – 11:15	Examples of Good Practice – Cross Timber systems
11:30 – 12:30	Examples of Good Practice – Nordic Homes



13:00 – 14:00	Lunch
14:00 – 15:30	Visit Jelgava Technical school
15:30 – 16:30	Visit Meka
16:30 – 17:30	<i>Drive to Riga</i>
18:00 – 19:00	Dinner

11th February 2016

08:00 – 10:30	<i>Meeting in hotel lobby, Drive to Madona</i>
10:30 – 11:30	Examples of Good Practice – JuN, Ltd.
12:00 – 13:00	Examples of Good Practice
13:00 – 14:00	Lunch <i>Drive to Jekabpils</i>
15:00 – 17:00	Example of good practice
17:00 – 20:00	<i>Drive to Riga</i> Dinner

12th February 2016

09:00 – 09:30	<i>Meeting in hotel lobby, Drive to Saurieši</i>
09:30 – 11:30	Examples of Good Practice – Knauf, Ltd.
11:30 – 12:30	Organizational meeting of the Project: Development of the educational program Tasks for the next period
13:00 – 14:00	Conclusion of the Project meeting, lunch

12th / 13th February 2016 – Departure

3. Proceeding of the international meeting

NPK	Issues to be consider	Description	Decisions		
			The decisions taken	Responsible executor	Due date
Date: 09th of February Issues to be consider: <ol style="list-style-type: none"> 1. Project objectives, targets, timetables (Sigita Jasinska) 2. Information about the responsibilities of persons involved in project (Sigita Jasinska) 3. Analysis of modular house construction process (Latvia, Austria, Germany) - partners presentation 4. Presentation of technical project (Guntis Kārklīņš) 5. Presentation of VET modular program developed in the project (Linda Caune) 					
1.	Project objectives, targets, timetables	<ol style="list-style-type: none"> 1. S.Jasinska presented the project objectives and key tasks (annex 1). 2. OT has developed regulations for the project MODUVET logo (annex 2). 3. Work has begun to 3.profesionālās qualification level modular programming "Structural Assembler". 4. A co-operation partner from Austria stresses the need to implement the learning process by working for employers (dual education). They had positive experience, where students study theory for two months and the rest of the time devotes energy to acquire the skills by working for employers. 	<ol style="list-style-type: none"> 1. The project partners organize visit to Austria during the period from 19 March 2016 until March 25. 2. Aldona Biedermann until February 19 to draw up the agenda of the visit of co-operation partners. 3. Until 30 May 2016 L.Caune and teachers to develop a continuing education program (960 hours) until September 1 - 1,5gadu program until January 2017 - 4-year vocational education programs 4. Partners in Austria and Germany to meet with Latvian map modules developed vocational education program "Structural assembly", if necessary, to supplement it. Until 22 April 2016 to coordinate modular card and modules developed content. 	<ol style="list-style-type: none"> 1. Aldona Biedermann /S.Jasisnka 2. Aldona Biedermann 3. L.Caune/ B.Braunšteins/ R.Tontegode 4. Co-operation partners in Austria and Germany 5. Co-operation partners in Austria and Germany 	<ol style="list-style-type: none"> 1. 19.03.2016.-25.03.2016. 2. 19.02.2016. 3. 30.05.2016./01.09.2016./01.01.2017. 4. 22.04.2016. 5. 01.09.2016.



			5. Partners in Austria and Germany until September 1, 2017 to prepare and send teaching aids to Latvian partners.		
2.	Information about the responsibilities of persons involved in project	S. Jasinska informs partners about the responsibilities of each person that is involved in project. Currently, Latvian side has all the necessary staff that is necessary for implementation of the project.			
3.	Analysis of the modular house construction process (Latvia, Austria, Germany) - partners presentation	<p>1. Ltd. Knauf Technical Director E.Veinbergs presents market research analysis and analysis of modular housing construction process in Latvia. (Annex 3).</p> <p>Cooperation partners recognises the high-rise buildings with wooden frames, but calls for more focus on small family house design and construction</p> <p>2. Aldona Biedermann introduces modular housing construction opportunities in Austria. (Annex 4)</p> <p>3. Erich Buggelsheim introduces modular home construction process analysis in Austria. (Annex 5)</p>			
4.	Presentation of technical project	Ltd. JuN has the detail design of the modular home construction - a project presented by architect Guntis Karklins (Annex 6)	Cooperation partners approve the technical project conceptual design stage (coordinated project idea). Until May 2016 to develop a	Guntis Kārklīš	02.05.2016.



			technical project.		
5.	Presentation of VET modular program developed in the project	<p>OT L.Caune presents the program map of modules developed for project partners. (Annex 7). Partners are looking forward to the process on how assembler works with modules of wood, glass and concrete.</p> <p>An employer stresses the relevance to learn more about the different compounds used for manufacturing and assembling.</p>	<ol style="list-style-type: none"> By 3 March 2016 L.Caune and teachers B.Braunšteins and R.Tontegodem develop modules of the content. Till 3 March 2016 to organize a working group meeting, to acquaint employers with the modules of the program content. 	L.Caune	1.;2. 03.04.2016.
<p>Date: 10th of February</p> <p>Issues to be considered:</p> <ol style="list-style-type: none"> Introduction examples of good practice in the company Cross Timber Systems and Nordic Homes Jelgava Getting acquainted with the learning process in the construction sector at Jelgava Technical School Activities of the Forest and Timber Institute (MeKA) 					
1.	Introduction and examples of good practice in the company Cross Timber Systems and Nordic Homes Jelgava	<p>Cooperation partners acquainted with the company, Cross Timber Systems and Nordic Homes strands, visiting companies.</p> <p>Partners have the opportunity to get acquainted with the multi-storey wood-frame modular house construction.</p> <p>The company's Nordic Homes chief engineer I.Trezuns presents modern modular house construction solutions. (Annex 8).</p> <p>Watching modular house assembly process. Assembler discusses the possibility when students assemble whole web</p>			

		module in four weeks as one of the examination qualification of structural variants.			
2.	Getting acquainted with the learning process in the construction sector Jelgava Technical School	Project partners gets acquainted with the related programs of construction and learning opportunities of materials at the Jelgava Technical school.			
3.	Forest and Timber Institute (Mecca) activities	Forest and Timber Institute Head A.Domkins presented the Mecca policies - construction products, physical and mechanical testing; reaction to fire testing, furniture and surface quality testing, as well as research strands, one of which is associated with modular house insulation and durability.			
Date: 11th of February Issues to be consider: 1. Good Practice Example- in the building site of cooperation partner JuN in Madona 2. Good Practice Example - in the Cesvaine's palace					
1.	Good Practice Example- in the building site of cooperation partner JuN in Madona	Cooperation partners get acquainted with one of the Ltd. JuN building sites - have the opportunity to look at the wooden frames assembling and rebuilding options. Timber frame house construction principles Latvian.			
2.	Good Practice Example - in the Cesvaine's castle	Cooperation partners get acquainted with one of the oldest castles in Latvia, which is not restored from the period of			



		construction, many details are authentic. Partners had the opportunity to compare different materials in construction, evaluating conditions of the sustainability.			
Date: 12th of February					
Issues to be consider:					
1. Company presentation KNAUF and lines of action					
1.	Company presentation KNAUF and lines of action	Company "KNAUF" A.Veinbergs representative presented the company's business lines, the company's plant. Cooperation partners discuss what training modules would be required to put the modules in the program to structural assembler acquire all the necessary skills in the labour market, as determined in accordance with professional standards.			