

PARTNER SELF-ASSESSMENT REPORT¹

Project title	Development of master curricula for natural disasters risk management in Western Balkan countries
Project acronym	NatRisk
Project reference number	573806-EPP-1-2016-1-RS-EPPKA2-CBHE-JP
Coordinator	University of Nis
Project start date	October 15, 2016
Project duration	36 months

Partner name	University of Pristina in Kosovska Mitrovica
Acronym	UPKM
Contact person	Prof. dr Nebojsa Arsic

Project number: 573806-EPP-1-2016-1-RS-EPPKA2-CBHE-JP

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¹ This report concerns quality issues of NatRisk project. The contact person from each partner institution should complete this form annually, in consultation with the members of the partner institution project team, and submit the report by email to s.priest@mdx.ac.uk and natriskuni@gmail.com by and September 30th each year. The reports will be reviewed by the Quality Assurance Committee and a short report will be prepared and submitted to the Project Management Committee.

1. Partner contributions

Please describe shortly your contribution to the project within each of activities defined by LFM and comment if necessary. If it is not foreseen to take part in some of activities, please mark it with n/a. If some activity has not started yet, please indicate that. If your team didn't accomplish some task, please give the reasons.

Activities - LFM code	Achieved to date	Comment
1.1 Report on natural disasters in WB	The report to WP1 leaders (BOKU) on existing disasters and risk management practices in Kosovo* created and delivered.	
1.2	n/a	
1.3 Report on master curricula best practices in EU partners and Catalogue of competencies	Report prepared and delivered.	
2.1 Defined aims, specific competencies and learning outcomes of master curriculum per HEI in WB; Book of courses	Catalogue of courses prepared. - Book of courses completed. - Aims, specific competences and learning outcomes defined and submitted.	
2.2 Defined courses content and syllabi	Courses and syllabi defined and sent to UNI.	
2.3 Teaching staff trained	- Our team of teachers attended Training of teaching staff at Obuda University- OE, Budapest, Hungary, from 23 rd to 27 th May 2017 - Our team of teachers attended Training of teaching staff at Middlesex University-	

	<p>MU, London, United Kingdom, from 27th June to 1st July.</p> <p>- Our team of teachers attended Training of teaching staff at University of Messina, UNIME, Italy- from 19th to 21st September 2017.</p>	
2.4 Agreements for internships signed	<p>- The inter-institutional agreements were prepared and signed with OBUDA, MUHEC, UNSA and UBL.</p>	
2.5 Harmonization of teaching environment with EU best practices and purchasing of laboratory equipment and literature	<p>Tender call launched, equipment, software and literature purchased and laboratory is established.</p>	
3.1 Surveillance of citizens' and public sector awareness regarding natural disasters	<p>Fulfilled 931 questionnaires for 3.1 Survey of citizens, and public sector awareness (choice of target groups of citizens and public sectors, sending and collecting of questionnaires)</p>	
3.2 Study visit reports	<p>- Study visit to Obuda University- OE, Budapest, Hungary, from 23rd to 27th May 2017</p> <p>- Study visit to Middlesex University- MU, London, United Kingdom, from 27th June to 1st July 2017.</p> <p>- Study visit to University of Messina, UNIME, Italy- from 19th to 21st September 2017.</p>	
3.3 Trainings material prepared, teachers selected	<p>-Preparation of Handbook for training.</p> <p>- Handbook for training completed and submitted to NatRisk project coordinator.</p>	

<p>4.1 Students enrolled 4.2 Master curricula implemented 4.3 Students' internships realized 4.4 Participants trained</p> <p>4.5 Quality report on master curricula 4.6 Quality report on trainings</p>	<p>- Training description prepared and submitted to NatRisk project coordinator</p> <p>- Training description prepared and submitted to NatRisk project coordinator. - A two, two-day trainings for public sector and stakeholders regarding the management of the risk disasters management were organized and reports and all necessary documentation was created and submitted.</p> <p>Quality report completed and submitted.</p>	
<p>5.1 Minutes of the meetings</p>	<p>n/a</p>	
<p>5.4 Report of the external auditor</p>	<p>- UPKM participated the preventive monitoring meeting, which was organized upon the request of the National Erasmus Officer, Kosovo*. It was the joint meeting with representatives of UPKM and TCASU, where we presented the past and future activities regarding the NatRisk project. The meeting was held in the UPKM premises on 9th of May 2017. The minutes of the meeting and report were created.</p>	

	<p>- UPKM participated the advisory monitoring meeting, which was organized upon the request of the National Erasmus Officer, Kosovo*. It was joint meeting with representatives of UPKM and TCASU. The monitoring was held on 26.06.2018. at the premises of UPKM. The report was created.</p>	
6.1 Dissemination plan created	<p>- promotion of the project on the School's website. - Dissemination was realized with our EU partner Technical University of Crete, and our team of teachers and staff attended in June (from 1st to 7th June) at TUC.</p>	
6.4 Trainings promoted	<p>Trainings promoted to relevant institutions. Report submitted.</p>	
<p>WP7 Exploitation 7.1 Sustainability plan created 7.2 Master curricula accredited</p> <p>7.3 Student and staff mobilities realized</p>	<p>All necessary documentation for accreditation of new study program submitted. Accreditation process finished, the first generation of students will be enrolled in upcoming school year.</p> <p>- All foreseen incoming and outgoing staff SMS were realized with our partners OU, UNSA, UBL and MUHEC. Only one staff mobility left over with OU.</p>	
8.1 Kick-off meeting	<p>Participation in the kick-off meeting held in Nis</p>	

	-Our team of attended SC, PMC, QAC, Inter-project coaching meetings held at the University of Defence (UNID), Belgrade from 6 th to 9 th of March 2018.	
8.4 Project correspondence	- Day-to-day communication with NatRisk project coordinator from UNI.	

2. Changes

Please indicate any changes in project realisation from the partner institution during the report period and comment on any likely impact on the project and suggest remedial actions

Changes to the planned contributions to the project	Likely implication for WP activities and suggested actions	Date of notification to NatRisk coordinator

3. Financial matters

Please indicate amounts of received instalments, expenditure within budget lines, and status of financial reporting on NatRisk management platform. Please comment any variation in the expected pattern of spending. This report will be considered in conjunction with the Financial Table on the NatRisk Management Platform.

	No. of the instalment	Amount	Date	Comment
Received	1.	9.167,00	07.04.2017	
	2.	12.657,00	12.07.2017	
	3.	33.044,56	19.09.2017	
	4.	22.249,60	12.07.2018	
	5.	11.124,80	17.01.2019	
	6.	11.124,80	12.06.2019	
Spent		Spent from Erasmus+ grant	Comment	
	1.Staff Costs	20.430,00		
	2.Travel Costs	7.140,00		

	3.Costs of Stay	14.880,00		
	4. Equipment Costs	33.044,55		
	5. Subcontracting Costs	1.626,42		
	6. Special Mobility Strand	9.045,00		
	Total	77.120,97 + 9.045,00 SMS= 86.165,97		
Reported		Yes	Partially	No
	Financial excel table on the NatRisk platform filled-in	■		
	ITR, Time Sheets and Staff Convention forms completed	■		
	Supporting documents provided and uploaded to the NatRisk platform	■		

Location, date

Kosovska Mitrovica

20 August 2019

Signature



Prof. dr Nebojsa Arsic