

**CO-OPERATION PROGRAMME  
FOR THE YEARS 2004-2006  
BETWEEN THE GOVERNMENT OF FLANDERS  
AND THE GOVERNMENT OF LATVIA**

**IN IMPLEMENTATION OF THE CO-OPERATION TREATY  
BETWEEN THE GOVERNMENT OF FLANDERS  
AND THE GOVERNMENT OF LATVIA**

**Brussels, 4 June 2004**

The fourth meeting of the Joint Commission to discuss the Co-operation Programme for the years 2004-2006 to implement the Co-operation Agreement between the Government of Flanders and the Government of the Latvian Republic was held in Brussels from 3 to 4 June 2004.

The chairperson of the Flemish delegation welcomed the Latvian delegation and presented the members of her delegation:

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**Administration of Foreign Affairs**

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The head of the Latvian delegation thanked for the kind reception and presented the members of her delegation :

**Latvian delegation:**

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Both delegations, hereafter called the Parties, agreed upon the following:

## **1. ECONOMY**

### **1.1. In general**

- 1.1.1. Both Parties agree upon the importance of long-term economic relations, based on co-operation in different fields.

The co-operation shall be concretised by the exchange of knowledge and experience on the economic and regional development policy and on the use of modern management techniques.

Both Parties shall send documentation and information concerning the subjects mentioned above.

- 1.1.2. Both Parties shall investigate the possibility of exchanging experts in the economic fields to be determined by common agreement.

### **1.2. Specific actions**

- 1.2.1. Economic, industrial and regional policies

- 1.2.1.1. At the request of the other Party, both Parties shall transfer and exchange information and experiences on economic, industrial, regional and regional development policies. Particular attention shall be paid to co-operation between regions of both Parties and co-operation with third regions in the corresponding EU programmes (Structural Funds, Interreg).

- 1.2.1.2. Both Parties shall exchange a delegation of officials of the administrations concerned (Economy, Regional Policy) with the aim of transferring and exchanging information, experience and knowledge concerning the following subjects :
- sustainable industrial development;
  - structural funds;
  - regional economic policy and related regional economic planning issues.

Both Parties shall alternately organise seminars on the above mentioned economic subjects.

- 1.2.2. Regional Development policy

Both Parties shall transfer and exchange experience, knowledge, documentation, work models and information on their activities in the field of regional development. The Flemish Party shall put its experience in the field of Flemish sub-regional economic policy and the Strategic Urban Economy Plan at the disposal of the Latvian Party. Notably, the Flemish Party shall present the ideas regarding regionalisation to the Latvian partners, especially the practical evolution in :

- Flemish legislation on regional policy and its compatibility with European legislation;

- financing sources for regional support.

Both Parties shall include the issue of special economic areas (i.a. industrial zones) in their co-operation and they shall exchange their experience about this.

#### 1.2.3. Small and Medium-sized Enterprises

1.2.3.1. Both Parties shall stress the importance of developing their co-operation concerning SMEs.

1.2.3.2. Both Parties shall encourage the development of direct contacts between Latvian and Flemish SMEs.

#### 1.2.4. Enterprise coaching programme : parenthood projects

Both Parties shall exchange experience and knowledge in the field of parenthood projects.

Parenthood projects aim at professionalizing small enterprises and enhancing networking between enterprises.

The strategy consists in setting up fixed groups of small enterprise managers with one or two counsellors to exchange experiences on a monthly basis during one or two years. The counsellors are executives from large companies or experienced self-employed persons who are gladly willing to put their experience at the disposal of other entrepreneurs.

#### 1.2.5. Energy

Both Parties shall transfer and exchange experience, knowledge, documentation, work models and information on their activities in the field of energy policies.

## 2. FOREIGN TRADE

2.1. Both Parties shall commit themselves to promoting trade relations between Flanders and Latvia. To this end, Flanders has a Flemish economic representative in Vilnius, covering the three Baltic states.

2.2. Both Parties shall organize economic seminars and economic missions, as opportunity requires.

2.3. In the first half of 2004 the Flemish Party organized a multisectoral business trip with 28 participants to Latvia, in co-operation with Unizo Internationaal (Flemish Organisation for the Self-employed and SMEs).

2.4. Actions planned by the Flemish party in the period 2005-2007 are:

2005

Estonia, Latvia and Lithuania: construction contact days and seminar,



Estonia, Latvia and Lithuania: invitation of purchasers of supermarket chains and importers to Brussels and visit of PLMA in Amsterdam,  
Estonia, Latvia and Lithuania: Flemish days in supermarket chains.

2006

Invitation of decision makers in the construction sector to Brussels,  
Estonia, Latvia and Lithuania : multisectoral business trip (focus on agrofood),  
Latvia and Lithuania; agrofood; invitation of purchasers in the agrosector to Brussels,

2006 or 2007: roadshow Flanders as a logistic hub.

2007

Estonia, Latvia and Lithuania: sectoral mission construction,  
Estonia, Latvia and Lithuania: contact days interior textiles,

**2.5.** In 2004 Flanders Export Promotion Agency and Flanders Foreign Investment Office will merge in a new institution called "FIT – Flanders Investment and Trade", which will deal with various aspects of international enterprise:

- export;
- attracting foreign investors to Flanders;
- promoting Flemish investments abroad, technological exchange, joint ventures, several forms of co-operation.

**2.6.** Both parties will exchange information with regard to business opportunities and investments. Ad hoc, and at the request of the other Party, both Parties shall exchange information regarding their respective markets and sectors and their experiences and knowledge concerning the promotion of international enterprise. By doing so, both parties provide the support of new business projects.

### **3. AGRICULTURE**

**3.1.** §1. Both Parties shall examine the possibility to co-operate to the mutual benefit of both Parties with regard to the exchange of knowledge and information in the area of relations with the European Commission and others in the field of rural development and other agriculture related policy areas.

§2. The Flemish party shall provide its experience with regard to dealing with the European Commission and the European Commission practice.

**3.2.** §1 The Flemish Party shall, among other things, in co-operation with the practical training centres, provide the opportunity to train or further train local practical work teachers in giving after-school training and refresher training with main focus on sustainable agriculture.

§2 Important components of training may be:

- management training depending on the crops and the region;
- sustainable farming techniques, organic farming;

- training in practical techniques: masonry, welding, maintenance of farm machinery and small repairs, claw nursing, milk hygiene, etc.;
- technical training: tillage, ploughing, manuring, sowing techniques, animal feed, etc.;
- other areas of mutual interest and know-how.

#### **4. ENVIRONMENT**

Both Parties are, depending on possibilities of financing, prepared to collaborate on the following items in the field of environment:

- 4.1.** The Flemish unit EIA (Environmental Impact Assessment) and the State Bureau of Environmental Impact Assessment of Latvia are prepared to organise two (2) exchange visits (one in Flanders and one in Latvia) of maximum three (3) persons focusing on information exchange, discussions and mutual capacity building in the field of Environmental Impact Assessment.

The visits should contain:

- contacts and meetings with environmental and planning authorities;
- contacts and meetings with proponents;
- contacts with environmental assessment-experts (consultants, civil servants);
- visits on site.

- 4.2.** The University of Antwerp is prepared to collaborate with the Latvian Environmental Protection Department, Ministry of the Environment of Latvia, in the field of Integrated Water Management. Collaboration can consist of different programs:

- capacity building by exchange of experts;
- organization of a course on integrated water management;
- development of joint research projects.

- 4.3.** The Public Waste Agency of Flanders (OVAM) is willing to receive officials interested in the field of waste management and soil sanitation in order to exchange knowledge and information on specific items in those fields.

#### **5. TRANSPORT AND INFRASTRUCTURE**

##### **5.1. Road Traffic and Transport in General**

The Flemish Party is willing to receive one (1) delegation of five (5) to seven (7) experts for a period of five (5) days in order to give, in function of the interesting points, information, formation and documentation (including on-the-spot inspections on different locations):

- traffic plans with loops and small buses, one way traffic;
- mobility plans and mobility agreements;
- the creation and the functioning of a Flemish Traffic Centre; traffic management by the federal police (for example blockdriving and a road side emergency telephone network);
- the draw up and interpretation of multimodal traffic models;

- variable message signing and traffic monitoring, moveable road information devices, the co-ordination of traffic lights control, priority measures for public transport in road traffic (traffic lights influencing);
- the development of an internet site on road construction works and traffic regulations.
- the development of intranet and CD-ROM applications about road signalisation at road works areas (road signs, markings, ...);
- black spot management;
- reduction of traffic jams and unsafe situations because of road works on motorways;
- information about GIS (Geographic Information System), the organisation of traffic census inquiries and traffic measurements, the application of digital image processing (video cameras) for traffic management; RDS-TMS systems, in-car telematics;
- information about projects on controlled access, the introduction of an alternative merging system to join the traffic on traffic lanes, the construction of roundabouts and speed reducing designs, measures on carpooling, the construction of cycle tracks and footpaths, the construction of car parks;
- cycle tracks management;
- pedestrian tracks management;
- facilities for disabled people;
- road safety measures in school areas;
- information about road safety in general: traffic safety and communication with road users, road safety education in schools, road users awareness rising and main research methods;
- Public Private Partnership (PPP);
- the cleaning and maintenance of roads; system of road management;
- surface friction testing on road markings by the methods SRT and Grip Tester;
- the organisation of activities and principles in cases of emergency works needed;
- a temporary (on peak hours) overtaking prohibition for trucks on certain motorways;
- noise reduction barriers on motorways;
- control of overloaded trucks on motorways.

At the request of the Latvian Party, the Flemish Party is willing to assist them in providing expertise within the following fields and under conditions to be agreed upon later:

- safety audits of existing roads, as well as project audits, the collection of data about road accidents and the setting up of a data base, including the required activities for analysis of the causes of road accidents;
- introduction of technical safety measures on urban and non-urban roads;
- organisation of a technical specialised visit (training) for three (3) experts in the field of implementation and deployment of the newest technologies for traffic management in Flanders (ITS in road management, a multimodal information centre and video processing techniques) for employees of the Ministry of Transport of the Latvian Republic – Directorate for Roads;
- providing expertise in the preparation of the law on road safety and the road safety programme with a view to the year 2005 (the implementation of the Latvian law concerning the regulation of the public road transport, according to the E.U. requirements);

- co-operation in the area of road safety communication and sharing of information methodology, exchange of expertise and know-how on road safety education and research planning;
- as regards the utilisation of the public urban and interurban transport, the following expertise can be put at the disposal of the Latvian Party:
  - data communication between vehicles and the fixed installation as a combination between radio, GPS and devaluation systems.
  - the integrated exploitation and information systems with, in the near future, travel information derived from those systems available on the Internet.
  - the construction of intermodal transfer points for the multimodal usage of bus and railway stations and P/R.

## **5.2. Maritime Affairs**

### **5.2.1. Both Parties are prepared to exchange information and experiences concerning:**

Infrastructure, port management and policy:

- design and construction of port infrastructure;
- renovation of port infrastructure (design and execution);
- dredging works in the ports;
- maintenance of waterways, dredging works, treatment and storage of dredged material;
- regulation on handling of dangerous goods in port areas;
- regulation for maritime transport (state control, navigation safety);
- environmental studies concerning environmentally friendly engineering structures along waterways.

### **5.2.2. Both Parties are willing to co-operate in port related issues by:**

- providing mutual support on the occasion of exhibitions and seminars, among others;
- promoting the ports of both Parties;
- attending and promoting commercial contacts.

### **5.2.3. The Hydraulics Research Laboratory of the Ministry of Flanders is willing to make new contacts with administrations and scientific institutes of Latvia in order to develop co-operation programs in one or more of the following study areas:**

- hydraulic and hydrological studies by means of physical and mathematical models;
- port engineering and planning, maritime access channels and dredging works;
- environmental studies concerning environmentally friendly engineering structures along waterways;
- nautical studies and training by means of a navigation simulator and towing tank.

To this end, both Parties are willing to invite each two (2) officials in order to exchange knowledge about one or more of the subjects identified, when a mutual interest for such an exchange is expressed.

## **6. EMPLOYMENT AND VOCATIONAL TRAINING**

- 6.1.** The Flemish Service for Employment and Vocational Training (VDAB) is prepared to investigate all questions raised by the Latvian party in the fields of labour market issues, guidance and training and possibly to propose a form of co-operation. Since Latvia has become a member state of the European Union, organisations from the country can now also act as partners in the transnational projects and networks of the VDAB.
- 6.2.** Both Parties shall continue the co-operation in the field of labour market and employment policy, and encourage the contacts between the competent bodies and the social partners in this field.
- 6.3.** The Flemish Party (Employment Administration) shall invite in 2004 a delegation of three (3) experts to Flanders in order to exchange information and experiences with regard to employment policy, vocational training and social dialogue.
- 6.4.** The Flemish Party shall examine the possibilities to play a stimulating role in the realisation of new projects in the field of employment within the framework of the 'Flemish Co-operation Programme Central and Eastern Europe', and will also look into the possibilities of playing the same role – and even of becoming a partner - in projects in the field of employment within the Community Initiative Programme *EQUAL*.
- 6.5.** The Flemish Party shall act as mediator for possible co-operation with any actor or network active in the field of vocational training, labour market and employment policy.
- 6.6.** The Flemish Party is prepared to put its expertise at the disposal of the Latvian Party to strengthen the structures for the support of and activities within the ESF and the Community initiative *EQUAL*.
- 6.7.** Both Parties shall, at the request of the other Party, exchange information concerning the labour market policy and the vocational training.
- 6.8.** Both Parties shall examine the terms of a common action with third countries, that shall be offered by the international organisations.

## **7. CULTURE**

### **7.1. In General**

Both Parties shall, at the request of the other Party, exchange information and publications with regard to plastic arts, design, architecture, museums, cultural heritage (tangible and intangible), literature, translations, performing arts, music, artists' accommodations, amateur arts, socio-cultural adult work, libraries, local culture policy, international festivals and competitions with an international

dimension, youth activities, including information and documentation on cultural co-operation in general.

## **7.2. Plastic Arts**

Both Parties propose to develop exchange projects of exhibitions in the field of contemporary art. To that purpose both Parties exchange two (2) experts in contemporary art for five (5) days.

During the validity of the present Programme the Flemish Party offers the possibility to one (1) graphic designer for a working visit of two (2) weeks at the Frans Masereel Centre in Kasterlee. Free accommodation shall be provided as well as a per diem of € 50.

The Latvian Party wishes to receive one (1) artist at the international arts symposium at the Latvian Artists' Union International Centre for Arts and Education in Zvārtava and/or the annual international sculpture workshop in Open-Air Arts Museum at Pedvāle (<http://www.pedvale.lv>). The Latvian Party sends information about these workshops in English to the Flemish Party.

During the validity of the present Programme, both Parties are prepared to exchange art publications.

Both Parties shall exchange information about artists' accommodations in both countries.

## **7.3. Heritage**

Both Parties propose the exchange of four (4) experts for a period of five (5) days in the field of cultural heritage (tangible and intangible) to analyse the possibilities to develop joint projects. In a first phase experiences and know-how can be exchanged between the relevant institutions of both Parties.

Both Parties will pay special attention to the co-operation in the framework of the Unesco convention of October 17th 2003, for instance in developing projects on the inventarisation and the preservation of the intangible heritage in Latvia and Flanders.

The Latvian Party informs that in co-operation with UNESCO an international conference on protection and development of the intangible cultural heritage shall be organised in Riga during the 9<sup>th</sup> Latvian Youth Song and Folk Dance Festival in the summer of 2005. The Latvian Party invites the Flemish Party to participate at the above mentioned events.

## **7.4. Literature**

During the validity of the present Programme, the Flemish Party is prepared to receive one (1) translator from Latvia at the Vertalershuis in Leuven for a period of one (1) month. Contrary to the usual financial arrangements when receiving individuals, this translator shall be given free accommodation and an allowance of € 1000.

([www.residencesinlanders.be](http://www.residencesinlanders.be) or [www.wvc.vlaanderen.be/regelgevingcultuur-reglementen/internationaal/index.htm](http://www.wvc.vlaanderen.be/regelgevingcultuur-reglementen/internationaal/index.htm))

The Latvian Party wishes to draw the attention of the Flemish Party to the possibility to participate in the scholarship competition for translators of Latvian literature in the program "Latvian Literature in the World" organized twice a year by the Latvian Literature Centre [www.literature.lv](http://www.literature.lv).

The Flemish Party wishes to draw the attention of the Latvian Party to the possibility for foreign writers to apply for a residence in one of the two writers' residences in Flanders (Brussels and Vollezele) co-ordinated by the literature organisation 'Het Beschrijf' ([www.residencesinlanders.be](http://www.residencesinlanders.be)).

#### **7.5. Performing Arts**

During the validity of the present Programme the Flemish Party is willing to send a small modern dance company of maximum six (6) persons to Latvia for a period of five (5) days at most for concerts and master classes.

Both Parties are willing to exchange one (1) expert in the fields of theatre and dance for a period of five (5) days at most during the validity of the present Programme.

#### **7.6. Music**

Both Parties are prepared to exchange a small music ensemble (trio or quartet) for a concert trip of five (5) days at most during the validity of the present Programme.

During the validity of the present Programme both Parties are prepared to exchange two (2) music experts for five (5) days at most.

#### **7.7. Non-formal adult education**

The Flemish Party proposes to continue the training programme for persons in charge of non-formal adult education that was established within the framework of the previous working programme.

During the validity of the present Programme, the Flemish Party shall receive annually four (4) persons for a period of ten (10) days at most for a specific training programme.

Possible topics are: detection of needs in adult education programmes (gaining an insight into the needs of the learner or the potential learner), creation of partnerships between the providers of adult education, development of a learning culture, increasing the accessibility of the programmes offered, migrant activities, local culture policy, the role of the support centres, volunteer work, etc.

Good French or English language skills are required.

## **7.8. Libraries**

The Flemish Party proposes to develop, in mutual consultation, a training programme for professionals in the library sector with an eye to supporting expertise development in Latvia.

The Flemish Party shall annually receive three (3) professionals for a period of seven (7) days for a practical placement in Flanders. Good French or English skills are required.

Annually, the Latvian Party shall receive three (3) Flemish professionals in Latvia for a period of seven (7) days, in view of the organisation of a training.

Both Parties undertake to share and promote best practices in both countries.

## **7.9. Amateur Arts**

Both Parties propose to develop, in mutual consultation, projects in the field of amateur arts, such as for instance mentorship projects, knowledge and experience exchange, training and placement programmes, the exchange of groups, and the exchange of publications, documentation and information.

In order to prepare for these projects both Parties exchange three (3) persons who are experts in amateur arts for four (4) days so as to examine the possibility of establishing joint projects.

## **8. YOUTH**

The work programme regarding Youth shall be discussed at the Youth sub-commission. This sub-commission meeting (for multilateral and bilateral co-operation) shall, if all goes well, be held in Vilnius from 12 – 16 July 2004. The minutes of the meeting will be distributed afterwards.

## **9. SPORT**

Annually, both parties shall make available a quota of fifteen (15) days to provide athletes, trainers and policy-makers with the possibility to take part in apprenticeships, clinics, study trips and congresses and seminars in the field of sport in the other country.

## **10. MEDIA AND FILM**

**10.1.** The Flemish Party is prepared to consider a limited placement for one (1) person at the Internationaal Perscentrum Vlaanderen (International Press Centre Flanders).

**10.2.** The Flemish Community proposes to exchange best practices and information with regard to (investigative) journalism, public television, etc.



- 10.3.** The Flemish Party wishes to draw the attention of the Latvian Party to the existence of the Flemish Audiovisual Fund, charged with the support of the audiovisual creation. Co-productions qualify as well for support through the Fund.
- 10.4.** The Flemish Party proposes to further the exchange of information, the co-operation and the cross-programming of Flemish and Latvian movies at the occasion of audiovisual festivals in Latvia and Flanders. The Flemish Party wishes to mention in particular the European Film Festival in Brussels, where European debut movies can be programmed.

## **11. WELFARE AND HEALTH**

Both Parties shall encourage the exchange of information, experience, advice and possible project development in the fields of social rehabilitation and social care, health promotion, health prevention and the organisation of health care. This exchange can refer to the following policy aspects:

- cancer prevention (f.e. the organisation of an efficient breast cancer screening);
- prevention regarding suicides and depressions;
- environmental health care (influence of chemical, physical and biological factors);
- strategies, guidelines and programmes for prevention of substance abuse and other dependencies (f.e. gambling);
- the struggle against contagious and transmittable diseases (f.e. AIDS);
- the setting up of local health networks and centres for mental health care;
- quality control in health care institutions, in particular prevention of nosocomial infections;
- development of social rehabilitation services networks at local level;
- development of social care and social rehabilitation for persons at the risk of social exclusion;
- quality control in social care institutions.

## **12. EDUCATION**

### **12.1. Exchange of information**

- 12.1.1.** During the validity of the present programme, both Parties shall, at the request of the other Party, exchange relevant information on all types and levels of education.
- 12.1.2.** Both Parties shall exchange information on the structure and organisation of education, professional recognition on the basis of the Community Directives and the implementation of the Bologna Declaration, the development of an accreditation system, and other topical education-related issues.
- 12.1.3.** At the request of one of the Parties information will be exchanged on the modularisation of adult education and on distant learning. The Flemish Continuous Education Administration prefers to exchange this information through e-mail and internet.

## **12.2. Secondary education**

- 12.2.1. The Flemish Party (the administration of secondary education) shall invite participants from Latvia to every contact seminar it organises within the framework of the Comenius / Socrates Programme.

Each year, the Flemish Party shall pay the accommodation and organisation costs, included: accommodation, meals, local transportation and all organisation costs during the full duration of the programme; not included: insurance for health and third party liability, personal costs for two (2) Latvian participants in the seminars mentioned above.

The Latvian Party shall cover the expenses for international transportation of the two (2) Latvian participants mentioned above.

- 12.2.2. The Parties shall encourage the development of direct co-operation of institutions of secondary education in the countries of the two Parties, through the EU programmes for co-operation in education (Socrates, Leonardo da Vinci) as well as through other programmes. The Flemish Party refers to its programme "Euroklassen", which allows Flemish secondary schools to apply for a subsidy to organise a short class exchange with a secondary school abroad and to finance its own travel and accommodation costs and the costs to host the partner school. The Latvian Party is willing, as far as available funding allows, to support these projects and to finance the international travel costs of the Latvia partner schools.

## **12.3. Higher Education**

- 12.3.1. Exchange of professors / teachers / experts / policymakers

Flanders is willing to co-operate with the Latvian Republic in the fields of higher education, by means of educational programmes, training of public servants and experts, the devolution of legislation on the level of education – fields for which a certain Flemish expertise exists.

Both Parties shall exchange each year two (2) experts / professors from a higher education institution / government for a stay of seven (7) days at most in order to discuss the educational reforms following the implementation of the Bologna Declaration, to participate in seminars, symposiums or to build a network of contacts and exchanges between institutions of higher education.

- 12.3.2. Specialization Scholarships

The Flemish Party offers the Latvian Party for the academic years 2004-2005 and 2005–2006 two (2) specialisation scholarships of which the duration depends on the study programme.

The Flemish Party shall offer annually to the Latvian Party two (2) scholarships for students who have finished accredited master study programmes at the Latvian republic institutions of higher education to cover study stays in the length of ten (10) months each at institutions of higher education in Flanders. The scholarships offered by the Flemish Community are valid for one academic year only. For a specialisation/ master programme of two years, a new application needs to be made after the first year. The offer of Flemish university master programmes is listed in the brochure

“Advanced university education”, distributed by the ‘VLIR’ or in the brochure “Higher Education in Flanders”: <http://www.ond.vlaanderen.be/hogeronderwijs/pub/>

#### 12.3.3. Research Scholarships

The Flemish Party offers for each of the academic years 2004-2005 and 2005-2006 six (6) months annually for research. On request of the sending Party, these months can be divided in periods of three (3) months at least.

#### 12.3.4. Summer scholarships: Language and Culture Studies

The Flemish Party shall provide to the Latvian Party each year minimum two (2) summer scholarships for the “Dutch Language and Culture” summer course which shall be organised either at the *Limburgs Universitair Centrum* in Hasselt Diepenbeek or at the *Talencentrum* of Ghent University. These summer courses shall be organised on an annual basis. The three-week courses shall be above all intended for Dutch language and literature students at the Latvian institutes of higher education. The applicants are expected to have a reasonable command of Dutch at the Elementary Knowledge Level of the Certificate of Dutch as a Foreign Language.

Since 2000 the scholarships for the Dutch Language and Culture summer course have been allocated by the Dutch Language Union in co-operation with the Flemish organisers. The applicants shall be divided over the two centres by the Dutch Language Union, which means that the division no longer takes place according to the country of origin. The Flemish Party draws attention to the new registration procedure for the summer courses: the applicants for the summer course are to send their application / registration form, initialled by their Dutch language teacher, directly to the Higher Education Administration. The Dutch Language Union will select the most suitable applicants among the submitted applications. The shortlist of selected applicants will be sent for information to the body responsible for the allocation of the scholarships in Latvia.

The Dutch Language Union will send the “Dutch Language and Culture” brochure to all institutions where the Dutch language is instructed. The brochure (including the English version) can also be found at the web site of the Dutch Language Union: [www.taalunieversum.org/taalunie/summer\\_courses\\_in\\_dutch/](http://www.taalunieversum.org/taalunie/summer_courses_in_dutch/)

The Latvian party offers to the Flemish Party each year up to two (2) scholarships for the summer courses in the Latvian language and literature, Baltic history, politics, economics, law, tourism, folklore and art at the Baltic International Summer school at the Vidzeme University College.

The Latvian Ministry of Education and Science will send the brochures with application forms to the Ministry of the Flemish Community for dissemination to all interested institutions. The brochure and application form can also be found at the web site of the Baltic International summer school: [www.va.lv/biss](http://www.va.lv/biss).

The candidates should send the applications directly to the Baltic International Summer school, but the Latvian Ministry of Education and Science will select the most suitable candidates among the submitted application. The shortlist with selected candidates will be sent to the Ministry of Flanders for information.

### **13. TOURISM**

- 13.1.** The Flemish Party, through Toerisme Vlaanderen, shall exchange information with regard to legislation and regulations on tourism, statistical information, tools for carrying out impact measurements of promotional actions, documentation and studies concerning the development of tourism.
- 13.2.** Both Parties agree to exchange tourism promotion material and to stimulate the participation of different tourism organisations in tourist events.
- 13.3.** The Flemish Party shall encourage the organisation of study trips for journalists, radio and television reporters, researchers and specialists in the field of tourism.
- 13.4.** The Flemish Party shall stimulate the organisation of seminars, symposiums and working groups on tourism items, which have been presented by the Latvian Party, with the aim of exchanging ideas and experiences.

### **14. CAPACITY BUILDING**

#### **14.1. College of Europe in Natolin**

The Flemish Party shall offer a yearly contribution of € 10.000,00 (ten thousand) to a postgraduate scholarship during the academic years 2004-2005 and 2005-2006 for one (1) Latvian student to study at the College of Europe in Natolin (Warsaw). The selection of the students shall, for each academic year, be done by the College of Europe in Natolin in concertation with the competent Latvian authorities.

#### **14.2. Port Training**

The Flemish Party offers to the Latvian Party the possibility to send experts to seminars in the field of Port training, organised by APEC (Antwerp/Flanders Port Training Center vzw) in the course of 2004, 2005 and 2006.

The Latvian Party shall present its candidates for these seminars. The participants shall be selected by APEC. The Flemish Party covers the costs of the participation. Travel expenses are to the account of the participant.

### **15. MULTILATERAL AND TRILATERAL CO-OPERATION**

Both Parties shall study the opportunity to collaborate on a trilateral basis starting from the experience gained during previous years, based on the bilateral projects financed by the Flemish government.

The Parties shall study to what extent they can use European programmes to finance this collaboration.

Both Parties shall nominate through diplomatic channels a contact person to develop these links and to propose joint projects. A first meeting to exchange information shall be organized before the end of 2004.

# **16. COLLABORATION VIA PROJECTS IN THE FRAMEWORK OF THE FLEMISH PROGRAMME FOR CENTRAL AND EASTERN EUROPE**

Both Parties agree on extending their co-operation in 2004 by means of mutually supported projects. If the Flemish Government decides in 2005 to maintain its financial support, this co-operation may be continued in 2005 and 2006.

Both Parties have designated central contact points in order to collect and select project proposals and to transmit them to the respective contact point. The final date for submission of applications for the budget year 2004 was 31 January 2004.

All the proposals for 2004 have been evaluated by both Parties on the basis of their own criteria and procedures and both Parties established a ranking list.

For the year 2004, the following projects have been registered :

<b>Project-number</b>	<b>Name of the project</b>	<b>budget</b>	<b>Promoter</b>	<b>Latvian partner</b>
LET/001/04	Promotion of SME creation and development in the small and medium size Latvia towns by organizing training for trainers	73.533,00 EUR	Syntra West vzw	Ltd "Komunikaciju Akademija"
LET/002/04	"Step by step" ; looking at children with disabilities, discovering their abilities and needs	42.974,00 EUR	feitelijke vereniging Vegi	SBSAC "Vegi"
LET/003/04	Strategic Spatial Action Plans for Latgale. Methodology and implementation for a sub-region as case-study	54.939,00 EUR	WES – Onderzoek en Advies vzw	Latgale Development agency
LET/004/04	Capacity building in Territorial Planning in Vidzeme region	69.119,17 EUR	West-Vlaamse Intercommunale (wvi)	Vidzeme Development Agency
LET/005/04	Care About day-care: Adapting a multidisciplinary and individual approach towards handicapped children in Latvia	5.278,00 EUR	Vlaamse Federatie van Gehandicapten (VFG)	NGO Support Centre
LET/006/04	Kurzeme regional development strategy: from vision to action	69.949,00 EUR	iris consulting	Kurzeme Regional Development Agency

LET/007/04	Spatial Planning Capacity Building in Zemgale Region with particular focus on the spatial economy	49.534,00 EUR	Intercommunale HAVILAND C.V.	Zemgale Regional Development Agency
LET/008/04	Setting of a model for management training oriented to small medical enterprises	65.800,00 EUR	CM Oostende	Savstarpejas Palidzibas Sabiedriba (SPS) (Association of Mutual Help)
LET/009/04	Flemish experience transfer	50.000,00 EUR	Ministerie van de Vlaamse Gemeenschap, administratie Economie	Banking Institution of Higher Education

Both Parties discussed about these projects and compared their ranking lists. Within the budgetary limits, they agreed to propose the following projects for funding by the Flemish government:

Project-number	Name of the project	Proposed budget	Flemish ranking	Latvian ranking
LET/005/04	Care About day-care: Adapting a multidisciplinary and individual approach towards handicapped children in Latvia	6.000,00 EUR	3	2
LET/007/04	Spatial Planning Capacity Building in Zemgale Region with particular focus on the spatial economy	42.000,00 EUR	7	3
LET/004/04	Capacity building in Territorial Planning in Vidzeme region	55.000,00 EUR	1	5
LET/002/04	"Step by step" ; looking at children with disabilities, discovering their abilities and needs	36.000,00 EUR	8	4

## **17. GENERAL AND FINANCIAL PROVISIONS**

### **17.1. General**

Both Parties shall send their proposals for the new co-operation programme at the latest six (6) weeks before the date foreseen for the meeting of the joint committee.

They agree that their future co-operation should be developed in as concrete a way as possible, starting from realistic projects. It should avoid general points such as exchange of information or proposals without a real commitment from the Parties involved.

The following general provisions and regulations were endorsed :

- all activities and exchanges mentioned in this programme shall be carried out within the limits of the financial resources at the disposal of the two Parties;
- the activities and exchanges envisaged in this programme shall not exclude other initiatives or visits which might be proposed and agreed in advance by both Parties through diplomatic channels or by direct mutual agreement;
- the organisation of music, dance and theatre performances and exhibitions, other than those mentioned in this programme, should a priori be based on a direct agreement covering financial and other terms between the organisations and artists involved in such events;
- both governments can subsidise projects as well.

Other conditions are to be agreed upon by the partners on a case by case basis.

### **17.2. Scholarships**

17.2.1. The exchange of scholarships under articles 12.3.2. (specialisation) and 12.3.3. (scientific research) shall be governed by the following general provisions:

- a) the applicants should be under 35 years of age and they must have a master's degree or equivalent and an excellent academic record;
- b) the nominees shall be selected by the sending Party;
- c) the sending Party shall submit to the receiving Party the nominees' filled out scholarship application forms and other documents required in the scholarship application forms before 1 April of each calendar year. All documents can be submitted in Dutch for Latvian applicants and in Latvian for Flemish applicants or in the English, French or German languages:
  - a detailed curriculum vitae mentioning the knowledge of languages;
  - a detailed study or work programme which one wants to take at a recognized institution in the guest country;
  - letters of recommendation and eventual admission to the institution;
- d) the receiving Party shall inform the sending Party, before 1 July of each calendar year, whether the nominees have been admitted and shall simultaneously communicate to the sending Party the names of institutions accepting them for the study periods;
- e) the sending Party shall give precise details concerning each scholarship-holder's arrival at least two (2) weeks prior to the commencement of his/her stay.

17.2.2. The exchange of scholarships under article. 12.3.2. (specialisation) shall be governed by the following financial provisions:

- a) the sending Party shall cover the international return expenses for travel to and from the predetermined destination in the receiving country;
- b) the receiving Party shall cover:

In Flanders:

- a monthly allowance of € 720,00;
- enrolment fees to be paid to a Flemish Community institute or to an institute subsidised by the Flemish Community, limited to a maximum amount that will be readjusted annually (academic year 2004-2005: € 502,00);
- health insurance and third party insurance in accordance with Belgian legislation.

In Latvia:

- scholarship in accordance with the applicable Latvian legal regulations, the amount of which shall be communicated through diplomatic channels;
- exemption of tuition fees;
- the necessary and urgent medical care in the case of a sudden illness or injury suffered by accepted individuals during their stay in Latvia, with the exception of treatment of chronic diseases and dental prostheses;
- accommodation and meals in university accommodations under the same conditions that are granted to Latvian citizens;
- expenses for travel within the state territory provided that the journeys are part of the respective study programme.

17.2.3. The exchange of scholarships under article 12.3.3. (scientific research) shall be governed by the following financial provisions:

- a) The sending Party shall cover the international return expenses for travel to and from the predetermined destination in the receiving country.
- b) The receiving Party shall cover:

In Flanders :

- a monthly allowance of € 690,00;
- a starting allowance of € 124,00 granted at the first arrival in Flanders, on the condition that the stay in Flanders takes at least one month;
- health insurance and third party insurance in accordance with Belgian legislation.

In Latvia:

- scholarship in accordance with the applicable Latvian legal regulations, the amount of which shall be communicated through diplomatic channels;
- exemption of tuition fees;
- the necessary and urgent medical care in the case of a sudden illness or injury suffered by accepted individuals during their stay in Latvia, with the exception of treatment of chronic diseases and dental prostheses;
- accommodation and meals in university accommodations under the same conditions that are granted to Latvian citizens;
- expenses for travel within the state territory provided that the journeys are part of the respective study programme.



- 17.2.4. The exchange of scholarships (summer courses) under article 12.3.4. shall be governed by the following general and financial provisions:
- a) The Flemish party informs the Latvian candidates for the summer course Nederlandse taal en cultuur of the commissions decision ultimately by April 1st.
  - b) The Latvian Party shall inform the Flemish Party, by 1 June of each calendar year, whether the nominees have been admitted and shall simultaneously communicate to the Flemish Party the names of institutions admitting them.
  - c) The organisational arrangements applying to the submission of applications by Latvian candidates for participation in summer courses of the Dutch language and culture are specified by the Dutch Language Union (cfr. brochure).
  - d) The Latvian Party shall cover the admission fees, board and lodging, and expenses for participation in excursions organized within the summer language courses, the necessary and urgent medical care in the case of a sudden illness or injury suffered by accepted individuals during their stay in Latvia, with the exception of treatment of chronic diseases and dental prosthesis.
  - e) The Flemish Party shall cover the enrolment fees, board and lodging, expenses for participation in excursions within the framework of the course programme, and health insurance and third party insurance in accordance with Belgian legislation.

### **17.3. Exchange of persons**

The short-term exchange of persons (for 30 days max. and at the invitation of sending Party) as determined in the present programme shall be implemented according to the following criteria:

- a) The sending Party shall provide the receiving Party with the curriculum vitae, the invitation, goals and programmes as well as the dates of arrival and departure of the people concerned at least three (3) months in advance.
- b) The receiving Party shall confirm it is prepared to receive the people concerned six (6) weeks before departure. The time of departure shall be confirmed at least two (2) weeks on beforehand.
- c) To be covered by the sending Party:
  - return international travel expenses.
- d) To be covered by the receiving Party:

In Flanders:

- accommodation and breakfast;
- a fixed allowance of € 37,00 per day (excluding transport costs) or € 50,00 per day (including transport costs);
- health insurance and third party insurance in accordance with Belgian legislation.

In Latvia:

- the precise conditions will be communicated through diplomatic channels in accordance with the applicable legal regulations.

### **17.4. Film**

- To be covered by the sending Party: forwarding expenses.
- To the receiving Party: organisation costs.

## **17.5. Exchange of exhibitions**

Arrangements shall be discussed and agreed upon on a case by case basis by the Parties concerned. If not, the following rules are applicable:

The sending Party shall take care of:

- design, preparation, production and packing of the exhibition;
- international transport to its first location in the receiving country and return transport from its last location to the country of origin or to another country;
- insurance from nail to nail;
- supply of the material for the production of the catalogue (texts, photos, slides, etc.);
- return travel expenses of one (1) expert accompanying the exhibition to supervise the mounting and/or dismantling as well as packing and /or unpacking of the works.

The receiving Party shall take care of:

- making available appropriate exhibition halls with the necessary security infrastructure (climatic conditions, guards, etc.);
- providing the necessary staff for loading and unloading, packing and unpacking, mounting and dismantling of the exhibition;
- printing of the catalogue, if agreed by both Parties, and the posters and invitations;
- organising general publicity as well as the opening ceremony for the exhibition;
- accommodation expenses of one (1) expert accompanying the exhibition and supervising the mounting and/or dismantling; the duration of any such visit shall be agreed upon in advance;
- providing the sending Party with ten (10) copies of all material published in connection with the exhibition (catalogue, poster, invitation, etc.).

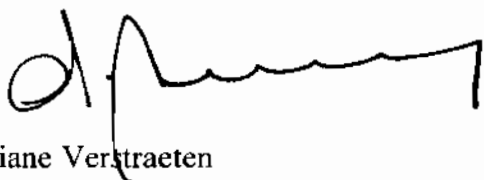
In case of damage, the receiving Party shall not proceed with the restoration of the works without the prior approval of the sending Party, but shall supply all relevant documentation and assistance to enable the sending Party to pursue any claim for compensation from the relevant insurance company.

Both Parties shall agree on the conditions for each specific event through diplomatic channels. All disputes concerning the interpretation or realisation of this programme of activities shall be settled through negotiation between the Signatories.

Both Parties agree to hold the next meeting of the Joint Commission in Riga in the first half of 2006.

Drawn up in Brussels, on 4 June 2004, in two (2) original versions, each one in Dutch, Latvian and English languages. Both texts are legally valid. In the case of dispute, the English text shall prevail.

For Flanders,

A handwritten signature in black ink, appearing to be 'Diane Verstraeten', with a stylized, flowing script.

Diane Verstraeten

For the Republic of Latvia,

A handwritten signature in black ink, appearing to be 'Inta Vasaraudze', with a stylized, flowing script.

Inta Vasaraudze