

Minutes of the Third Management Committee meeting of The COST Action CA 16123 Safety Culture and Risk Management in Agriculture (SACURIMA)

Held on 15th March 2018, from 8.00-15.00 (WET), at the City North Hotel, Gormanston, Dublin Ireland.

Agenda

1. Welcome by the Action Chair

Action Chair (AC) Prof Risto Rautiainen welcomed all participants and proceeded to chair the meeting.

2. Tour de Table, introductions, quorum

Roll call was conducted and quorum was reached as 32 members and substitutes from 23 Action member countries were present. In addition, we had 1 observer from USA. Participant list is provided at the end of the minutes.

3. Acceptance of the agenda

Agenda accepted.

4. Minutes of the last meeting

Accepted unanimously.

5. Update from the Action Chair

Action participants

Currently 30 countries and 50 members have joined; with substitutes and observers 80 individuals are involved overall.

Related projects

There has already been several spin-off project proposals related to this Action i.e. pesticide research proposal in Switzerland, training on handling large animals in Denmark, farmers' safety culture project in Finland, training program for young farmers in Baltic sea countries, mental health in farming populations in Estonia, and behavioural studies to reduce animal-related fatalities in Ireland. All SACURIM participants are encouraged to consider developing project proposals. Letters of support can be provided by Grant Holder / AC.

Short Term Scientific Missions (STSM)

Two short term STSMs have been completed and two are in process.

Completed STSMs:

- Dr Jarkko Leppälä from Luke visited the Estonian University of Life Sciences in Tartu on December 2017 (7 days). Title of the visit: Journal article of Comparison of Agricultural Injury Statistics and work for collaboration projects in SACURIMA.
- Dr Simona Menardo from ATB, Germany visited the University of Milan in Italy on February 2018 (7 days). Title of the visit: Monitoring of gas, dust and noise in pig parlors.

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New STSM proposal from Serbia is prepared looking at risk assessment in pesticides, this Spring if possible. Proposal from Italy is prepared, advancing a review article.

Federica Masci from Italy noted that all countries have not yet provided a list of topics on which they can host STSM visits. This is needed to direct researchers to different collaborators. There is a form on the ecost website for candidates to fill out if they are interested. Stephan Van den Broucke suggested to provide topics and link to forms on project website. This will be done.

It was suggested that the STSM manager with Action Chair can approve STSM visit applications after informing the Grant Holder and COST Office. MC members will be informed about the approved STSM visits. Approved.

It was suggested to appoint Frederica Masci as STSM Assistant Manager to assist Claudio Colosio who is STSM Manager. Approved.

It was reminded that STSM's are available to all COST country participants. Applicant does not have to be a COST member but the visit has to focus on a COST topic. Near neighbour country applicants are allowed. They have to be located in research organizations that are approved by COST. STSM eligibility rules are found in Vademecum, page 35. STSM host institutions can be in COST countries or invited countries such as the US or Australia. STSM visits outside of Europe may be more expensive. Jarkko indicated prior to approval, STSM managers need to check from the Grant Holder if there is money in the budget. COST Office Science Officers and MC should be informed always too. Procedure approved.

Stephan Van den Broucke from Belgium asked if Romanian student planning a STSM to further Working Group 2 literature review would be eligible. Risto indicated (s)he would.

Jarkko asked if we should have a deadline for STSM applications for example the end of every second month. This was approved by the MC. Discussed sending an email every few months reminding them about a deadline to receive applications. The last call per a Grant Period for STSMs should be in February.

Question regarding whether training could be covered by STSM funding. Risto thought that training is not a focus of STSMs, unless it contributes to advancing science for one of the work groups. If the candidate writes a paper about the training session, then it might qualify as an STSM. We will clarify this from the COST Office and inform the MC members. Host candidate needs to send signed invitation and the sending organization needs a supervisor signed document that indicates that the candidate is allowed to visit. The candidate also needs a CV and a schedule that details activities for the candidate visit.

ITC Grants

There has been only one ITC conference visit: Dr Erika Besusparienė from Lithuania had a presentation in "Coping with risks in agriculture: what challenges and prospects?" conference in France. Her presentation title was "Integration models for young workers into the agricultural workforce".

The ITC Grant manager Natasha Janev indicated that ITCs are available in specified countries. Grants support early career investigators to participate in conferences. She shared information on where to apply. Participants will have to submit a report if they are funded.

It was suggested that ITC Grant Manager Natasha Janev and Action Chair should have the authority to approve ITC grants. MC approved, although Risto thought this might need to be cleared through COST, as well. Stephan added that working group leaders shouldn't be involved in approvals, but they could actively encourage members or students furthering the

WG aims. Over 2500 Euro ITC conference grants need approval from Grant Holder Scientific Representative, COST Office and MC.

Peter Lundqvist will be the unofficial conference list holder. Applications must be filled out, Natasha can review and then send to Risto if they seem feasible, or if there are applications coming from within the MC, applications would go directly to Risto. Applications need to be sent 45 days before the conference for approval.

6. Update from the Grant Holder and budget status

Jarkko Leppälä as Grant Holder representative provided an update on the Grant Period 1 budget framework. The initial Grant Period 1 budget (May 1st 2017 to April 30th 2018) has increased to 150 374.00 EUR due to increased number of members. SACURIMA Action now has 30 countries, 52 members and 24 substitutes. Reimbursement rules for this meeting and other meetings are explained in Vademecum. Participants of this meeting will receive a link from eCOST to apply for reimbursement.

Reimbursements for COST travel and activities have to be submitted by April 30. After the Antalya workshop and this MC III meeting in Ireland there would be still 20,000 euros to spend. We discussed that the Working Group 5 and communication manager could potentially have a meeting at around the same time as the Irish ICOH meeting in the end of April. The group could work on website updates and communication in the Action. Most working group leaders can attend the April meeting. MC accepted this suggestion. Invited WG meeting members should send their travel claims immediately after the meeting.

It was proposed to have nametags in the COST member meetings. This helps networking among MC members. Helle Domino is to organize this. Approved.

Another meeting could concern a Working Group 3 meeting focuses on risk management for young farmers in Krakow, Poland in the end of March. Also WG 4 safety risk measures would be an item in the meeting in Krakow. Meeting would require 8-10 participants to attend. MC voted to approve the meeting and accepted this suggestion. John McNamara's poster costs for the ICOH meeting can be covered by COST budget. The poster can be used in the future too. MC accepted this. No other proposals were presented.

7. Update from the COST Association

New Administrative Officer in the COST Office is Ange Marie Ina Uwase, AngeMarie.InaUwase@cost.eu.

8. Monitoring of the Action

Monitoring and final assessment of Action includes the following:

PR 1	12	Report in the first year
PR 2	24	Report in the second year
FA	48	Report in the last year

9. Implementation of COST policies

The Core Group members were presented (table below). Working Group 5 leader is Anne Marie Heiberg (NO).

In MC III meeting we had half female and half male members and 13 members from ITC countries. At this meeting we had also 8 early career members. Each Action needs to have a plan towards inclusiveness and this was presented by ITC Grant manager Natasa Janev previously. Important aspects include geographical coverage and inclusion of early career scientists too. We will invite members from ITC countries yet not represented in this Action as a part of the plan to enhance inclusiveness.

10. Follow up of MoU objectives

The overall description of SACURIMA objectives includes:

- 1) Identify and evaluate health and safety programmes in agriculture
- 2) identify knowledge, attitudes, behaviours and priorities
- 3) identify effective models for training vulnerable populations
- 4) develop means and for monitoring progress and evaluating impact
- 5) dissemination

WG leaders have made separately their Working Group meeting minutes and they were presented already to the MC members after the working group meeting on March 14. Short summaries about the Working Group activities were presented.

WG 1 report

Identify and evaluate agricultural health and safety programmes and approaches on the national level. WG leader: Martina Jakob, Germany. Working Group 1 will finalize their survey and will send it to all Action members for comments. The results of the survey will be presented in the next MC meeting and probably in the public workshop session along with NMAOHS conference. The survey includes collection of programs, research projects, reports, "grey-literature". If in other languages - include a summary in English.

Working group 1 will not include a literature review in their activities as originally planned in MoU as it would not achieve the actual WG's aims. The work for the survey of agriculture health and safety programmes and their evaluation is the main activity in the Working Group 1. This was approved by all MC members.

WG 2 report

WG2 Goals and discussions:

1. Systematic review on safety culture
2. Article on zoonosis [smaller group including: Serbia, Croatia, Macedonia due to their countries' similarities]
3. Interest towards Interventions to change behaviour
4. Development of the survey tool that should have the following preparatory work:
 - 4.1. Identifying and using existing tools; collect existing surveys and tools;
 - 4.2. Use evidence from other sectors [other occupational sectors] that can support the survey development.

Summary:

- Suggestions for STSM PhD Students or early career researchers;

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- Feedback from WG2 members will be needed for the protocol of review;
- Any ideas on the review search criteria to be shared with the group; a list of key words will be disseminated to the WG2 members for review/feedback;
- Share knowledge on existing tools that can be used to document/develop the survey; ideas from other industries that might have done better/previous work and can we use that for agricultural field?
- Keep the last #2 issues separate – 1 review vs. learnings from other fields – this was decided by the group;
- Other topics discussed:
- Organizing public events when COST Action Meetings take place; use these public meetings to disseminate the Action's activities and research; one public event will be organized in Norway, and having something similar during the Meeting in Milan was discussed as well. Topics to be presented during these public events: present the preliminary results; results of STSM; preliminary results of the review can be an option as well.

WG 3 report

Identifying effective models for training and integration of vulnerable* populations (including refugees and young workers) into the agricultural workforce. These are *1) immigrants; 2) migrants; 3) refugees; 4) young persons; 5) older persons; 6) women; 7) persons with disabilities; 8) minority; 9) seasonal workers.

Brief discussion in WG 3 was held about work that is done:

- 1) detailed analysis of 105 scientific literature sources has been made in order to identify main problems in agriculture workforce and to identify effective models for training and integration of vulnerable populations into the agricultural workforce;
- 2) primary results were presented in international scientific conference 23rd EBES CONFERENCE – MADRID (2017-09-27/29), presentation title: Human Risk in Agriculture: Problems and Perspectives;
- 3) article "Human Risk in Agriculture: Problems and Perspectives" was prepared. Review process is in progress. It is expected that the article will be published towards the end of 2018;
- 4) PhD student from Lithuania (Erika Besuspariene) has presented topic „Integration models for young workers into the agricultural workforce“ in international conference in France (Paris) „Coping with risks in agriculture: What challenges and prospects?“ on 2018 02 22/23 (Financed by COST);
- 5) COST action possibilities and WG 3 research area was presented in Aleksandras Stulginskis University scientific conference „Research results in 2017 in Faculty of Economics and Management“ on 2018 02 15.

Short-term work plan has been made:

1. Compilation of survey sample (2018-04-20)
2. To send survey and „Policies and practices“ table to MC members (2018-04-30)
3. Setting deadlines for survey implementation (2018-06-15)
4. Discussing article topic and deadline for publication (2018-12-31)

WG 4 report

Aims:

- 1) Make database research on injury and accident (incidence, cases, real number)
- 2) Complete criteria (which kind of criteria, people injured? Tasks? Type of workers?)

Work started with Eurostat database, to review the size of the problem. Do a survey from other member countries about databases and compare the numbers of work accidents and work related illnesses. To assess the intervention (sources: Eurostat with some limitations

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and weakness especially on reposted occupational diseases, scientific literature, and national databases from SACURIMA members). We are finding specific indicators to assess intervention. Define which indicators will be relevant. Gert Van der Laan, Federika Masci, Eda Merisalu and Katarina Pavicevic have taken the task to work out the questionnaire to learn about the relevant indicators influencing statistics of work accidents and illnesses in the EU countries.

Claudio Collosio, Federica Masci, Eda Merisalu and Aurelie Berthet analysed the strengths and weaknesses of collecting data of existing data collection mechanisms about health surveillance in EU countries. The first results were presented in Antalya INTERNATIONAL OCCUPATIONAL AND ENVIRONMENTAL DISEASES CONGRESS public workshop. Also presentation and scientific article is coming to be published in BSE conference in May 2018.

Paper n°1 is in progress, which is concerning “Comparison of Agricultural Injury Statistics in Selected European Countries”, presented to publish in Agronomy Research, 2018. (In review)

Paper n°2 “Trends of occupational accidents and diseases in agriculture in Europe 2000-2015”. 7 occupational diseases reported and recognized: conclusions of the first paper.

The possible title: Occupational accidents and diseases in the published literature in Europe

Paper n°3

Title: Quality of interventions addressed at reducing the burden of occupational diseases and accidents in Europe (2000-2018)

Paper n°4

Risk of suicide in agricultural workers and rural population: myth or real public health problem?

Master thesis on ergonomics “Work accidents in Estonia 2008-2018” in preparation phase by Anni Enn and will be defended in this spring.

WG 5 report

Final outcomes for the WG 5 and the Action will be policies and recommendations. Objectives for the next grant period include literature reviews and publications. We could include recommendations as an objective, but too soon to include those relating to the research taking place now. So ‘advocacy recommendations’ could probably be made in the next grant period objectives.

Working group 5 discussed what monthly updates would look like. Different working groups could also provide a summary of group activities in monthly updates. Probably Working group 3, Working group 4 and STSM surveys going out, as well, if these surveys cannot be included to the WG 1 survey like the original plan was. This needs to be monitored when we get the first draft of the survey.

Light lunch break.

11. Scientific planning

The MoU describes deliverables for each WG. Several WGs have a need to approach member countries with survey questions. In Zagreb the plan was that WG1 circulate the draft

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of the WG 1 questionnaire to all the groups so that other WGs can add few questions they find important. Now the WG leader 1 suggested separated surveys. Debated combining Work group questions into one survey. Probably need Risto and Jarkko to review before any of them send it out. Diana (Romania) should be included in the survey review round. People should include the source of their data, in addition to the data. Stephan mentioned that gaps in research are also important to learn. Thought capacity mapping could be a good component in the inquiry.

Results of the ACTION project need to be reported in each project period. Jarkko will collect the summary of the Action activities for the report.

Work and Budget plan proposal for the Grant Period II: about 70-80% of members are typically able to come to the meetings. Question regarding whether we should estimate meeting costs based on the assumption that everyone will be attending the meeting. Turkey may be joining the Action. After the first year MC can nominate new Action members. 1000 euros for the Core Group decisions without MC permission was approved by the MC. Now the budget for the next period is 166000 euros. If Turkey joins, the budget will be 170,000 euros. Jarkko presented the W&B plan: Budget, as presented, was approved by the MC.

Activity	Original plan
MC Meetings	94000
WG meetings	
Core Group Meetings	9000
Workshops	
Dissemination meetings	
Other meetings	
STSM	10000
ITC Grants	15000
Training Schools	12000
Action Dissemination	3300
OERSA	1000
Total networking	144300
FSAC	21645
Total Sacurima COSTS	165945

Discussed training schools-the training should shift the way the Action conducts research. Size can be from 10-80 participants. Allowed to pay for the training accommodations and travel, but the trainer cannot be paid speaker fees. First deadline for training topic proposals for year 2 would be the end of this May. Proposer takes the responsibility for organizing the Training School. Proposal should contain the topic, who would do the training, who is the target audience and which action goal it addresses. Topics-How to find and develop grant applications? What is safety culture-how can what has been done in other industries be transferred to small agricultural businesses? What are risk management issues for farmers? How do you develop effective policies? Potentially a workshop on Capacity Mapping as a way to assess the viability of policies or interventions? Training workshop for journalists covering agricultural topics. The MC agreed to use the approach as outlined in the discussion of Training Schools.

The initial content for the Sacurima website will be finished before the first period is closing. The domain name will be changed, not using 'agricost', which is the name of the largest farm in Europe, to 'sacurima'. Similar change will be done in the logo. This may require additional costs, which cannot exceed the official COST limits. WG 5 and the Core Group will arrange a communication workshop in Dublin in April with the web company Fusio. This workshop is targeted to Sacurima participants representing GH, WGs and other key functions, training for

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communication and learning how to do their own editing of the website. The cost of the workshop and website maintenance and logo changes was approved by MC.

12. Requests to join the Action from:

We have representatives from Turkey wanting to join the Action. Gert Van Der Laan presented the candidates and MC approved to invite Turkey representatives in to the Action.

13. AOB

No other issues.

14. Location and date of next meeting

Proposals for meeting following the Norway meeting were discussed. Nordic meeting will be in Norway from September 11-13, COST Action meeting would be from September 9-11. Conference will start at noon on the 11th. Might be possible to organize a public workshop at the conference, in which we can invite Sacurima members for presenters. NMAOHS invite is coming soon. Peter asked if we could have more time to work in the Working Groups at the Norway meeting. Working on having no conference fee for the day of the public event.

Federika proposed Milan as an option for the next MC meeting 5. Group agreed on Milan for the location of the May 2019 meeting. Jarkko requested that the group decide meeting locations for the following Grant Period at the Norway meeting so he can make better budget estimates in the coming GPs.

Other locations proposed after Milan:

- 1) Serbia
- 2) Portugal
- 3) France-Bordeaux
- 4) Germany or Macedonia?

15. Summary of MC decisions

- The STSM manager with the Action Chair can approve STSM visit applications after informing the Grant Holder and COST Office. MC members are informed.
- STSM assistant manager is Federica Masci from Italy. Claudio Colosio is still the STSM manager.
- Expensive STSM visits or going outside Europe need to check with the Grant Holder and COST office and inform the MC.
- Deadlines for STSM applications are in the end of every second month, starting May.
- ITC Grant Manager Natasha Janev and Action Chair have the authority to approve ITC grants. Over 2500 euros ITC conference grants need approval from the MC.
- Working Group 5 and communication manager have a WG 5 meeting in Dublin in the end of April.
- Helle Domino will buy nametags for the MC members for next meetings.
- Working Groups 3 and 4 will have a meeting for developing a research proposal on safety and business security risk management for young farmers in Krakow, end of March.
- John McNamara will make a poster for dissemination and present it in the ICOH conference.
- WG 1 is focusing for doing the survey about the health and safety programmes instead of doing the literature review.
- Sacurima COST Action will do a statement for "advocacy recommendations for safety culture in agriculture".
- Deadline for the training schools' topic proposals for the next Grant Period would be the

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- end of May. Proposer takes the responsibility for organizing the Training School. The training school manager supports and advises during the training school process.
- MC approved to invite Turkey representatives into the Action.
 - Next MC meeting is in Norway on September 10-11, which may include a public workshop session. After Norway the next MC meeting is in Italy, Milan on March 2019.
 - Decided that the MC meetings for next Grant Periods should be decided no later than the first MC meeting of the previous Grant Period.
 - The upcoming costs of the communication training workshop (Dublin in April 2018), website maintenance and logo changes was approved by MC.

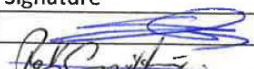
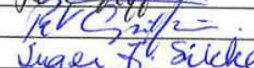
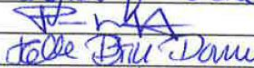
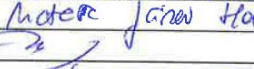
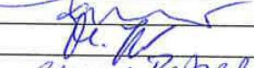
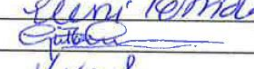
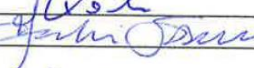
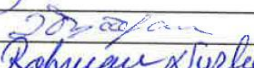
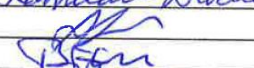
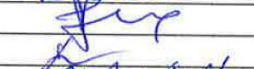
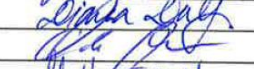
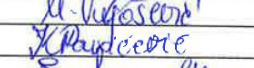
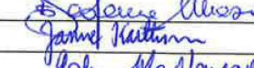
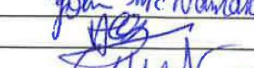





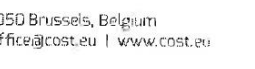






16. Closing

AC Risto Rautiainen closed the meeting and thanked Local Organizers Pat Griffin and John McNamara for superb meeting organizing.

17. Attachments

Participation list:

COST Action CA16123
Safety Culture and Risk Management in Agriculture (SACURIMA)
Management Committee Meetings, City North Hotel, Gormanston, Ireland
Time: **Thursday, March 15, 2018**

Name	Signature	Country
STEPHAN VAN DEN BROUCKE		BELGIUM
PAT GRIKIN		IRELAND
PAT GRIKIN		IRELAND
INGER J SIKKELAND		NORWAY
PETER LUNDQVIST		SWEDEN
HENNE BIEK DOMIN		DENMARK
NATASA JANEZ HOLGER		CROATIA
EDVA MERISALP		ESTONIA
Laura Sindžiūtė		LITHUANIA
Martina Jakob		Germany
ELENI PETRIDOU		GREECE
GERT VAN DER LAAN		NETHERLANDS
Erich Koch		GERMANY
Julie Sorenson		U.S.A.
DEZAN BUGARSKI		
DEZAN BUGARSKI		SERBIA
Rahuman Nurkovic		Bosnia and Herzegovina
Sare- Asli		ISRAEL
BJORN HJERT		NORWAY
Jouane Makulski		POLAND
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Katarina Pavlečić		MONTENEGRO
Federica Masci		ITALY
Janne Karhunen		Finland
JOHN MCNAMARA		IRELAND
Alain GARRIGOU		France
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JOZE STARIC		SLOVENIA
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