

WORK PACKAGE 1 (WP 1)
MEETING AND WORK SHOP
MEETING MINUTES



JANUARY 22-24.th 2018.
UNIVERSITY OF BANJA LUKA FACULTY OF AGRICULTURE

Day 1 – 22.01.2018.

Description

On the first day, the meeting started at 10.00 a.m. The project participants and guests registration invited to the workshop was held from 9.45-10.00.



Photo 1. *Registration of participants*

The agenda with the workshop content has been delivered to all participants in time.

During the first day the basic themes were:

1st part of the workshop: the welcome message from the representatives of the Faculty of Agriculture (Nikola Mičić, PhD –Dean of the Faculty, Miljan Cvetković, PhD - UNIBL project coordinator) and Dr. Nebojša Zlatković LANDS project coordinator.

Information about Agritourism condition in Bosnia and Herzegovina (Gordana Rokvić, PhD).

Information about Agritourism condition in Serbia (Milenko Đurić, PhD)

LANDS project presentation (Mr. Marko Stojanović)

2nd part of the workshop: Work in the focus groups (project representatives of the partner institutions and representatives/interested parties related to Agritourism) followed by the presentation of the results in the focus groups and discussion.

3rd part of the workshop: Discussion about the results of the focus groups and defining dynamics of the work package 1(WP1) realization.

The UNBL project coordinator Prof. Miljan Cvetković welcomed all the participants and wished them successful work in the field of work project WP1 as well as in all further activities of LANDS project. He also thanked the representatives of Ministry of Agriculture, Water and Forestry of Republic of Srpska, The Tourist Organization of RS, The Tourist Organization of Banja Luka, The

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City Development Agency, and representatives of rural agritourism, who are not the direct participants of the project, but who are invited to give their contribution to the work of the focus groups, scheduled by the agenda.



Photo 2-4. *Opening ceremony and welcome speech*

The LANDS project coordinator, Dr. Nebojša Zlatković (VPPS), greeted the participants, commended the hosts for a good meeting organization and asked the participants to be active during the work activities and shared the attitude that this is crucial meeting, which is very important for further steps and realization of the future work packages of the project.

The Dean of the Faculty of Agriculture, Prof. Nikola Mičić, greeted the participants and

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introduced them with the fact that The Faculty of Agriculture in Banja Luka is the youngest according to its personnel, and that in 2017 it was the best institution of The University of Banja Luka when it comes to the number of publications.



Slika 5-7. Information about agritourism in Bosnia and Herzegovina, Republic of Serbia and basic information about LANDS project were presented by Gordana Rokvic, Milenko Djuric and Marko Stojanovic

Prof. Gordana Rokvić, (UNIBL) presented the information about present agritourism condition in Bosnia and Herzegovina. The presentation showed the agrotourism legal regulations in BiH,(Tourism Law of RS, Tourism and Hospitality Industry Law of RS, Tourism Law of FBiH, Hospitality Industry Law of FBiH, Act of rural households registry, catering, Act of classification,

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minimum conditions, and categorization of catering objects in the rural households), potential problems in defining a term Agritourism, a question about proper potential of providing services of BiH rural households, and some positive examples of agritourism in BiH were presented.

Prof. Milenko Đurić (VTS Belgrade) presented the information about present agritourism condition in Serbia. The presentation showed the most important barriers when it comes to agriculture (late regulation of agritourism in Serbia, in the 1970s, lack of the support from The Ministry of Tourism of Serbia, nature, infrastructure, legal regulations). One of the obstacles when it comes to defining the term of agriculture is its connection with the similar activities (like rural tourism). Serbia does not have a clearly defined attitude about which household can be classified as a rural household, (household categorization has to be done), there is no clear vision about agritourism and creativity.

Cherishing tradition is a good potential for agritourism, but legal regulations and entrepreneurial ambience are weak links in the vision of the agritourism. Possible perspective might be accomplished through working in institutional frameworks, integrating and EU projects, (study visits, proper training, and experience sharing).

Mr. Marko Stojanović (WEBIN) presented the most important characteristics of the LANDS project (attachment 1). The special attention was given to the clarification of what this project is, and what it is not. It was said that the LANDS project has seven Work Packages.

As the part of the work in focus groups the following themes were explained: 1) Entrepreneurs in agritourism with the emphasis on family households in BiH and RS; 2) potentials for agritourism development; 3) necessities for the development of competence and education in agritourism; 4) suggestions to the government in BiH and RS for future agricultural development. The work was carried out within two focus groups, with 14 participants in one and 15 participants in the other group. Each group had a proportional number of project partner institutions representatives, representatives of The Ministry of Agriculture, Water Management and Forestry of RS, The Tourist Organization of RS, The Tourist Organization of the City of Banja Luka, The City Development Agency, and the entrepreneurs as the service providers in agritourism.

Participants of focus group 1: Gordana Rokvić (UNIBL), Dragan Brković (UNBL-moderator), Tatjana Jovanović-Cvetković (UNIBL), Bratislav Pešić (VPPŠ Prokuplje), Emmanouil Nikolaos (AUAGR), Panou Heleni (AUAGR), Bećirović Emir (UNSA), Ahmed Džubur (UNMO), Radomir Stojanović (VPTŠ Užice), Ana Beader (CIDEA), Andreja Prerad (TOBL), Milijana Glamočić (TORS), Dušan Marković (VTŠ Beograd), Ana Marković (VTŠ Beograd) i Aleksandar Banjac (seosko domaćinstvo Banjac).

Participants of focus group 2. Miljan Cvetković (UNIBL-moderator), Jelena Davidović- Gidas (UNIBL), Marko Stojanović (WEBIN), Ondrej Benuš (UNIAG SK), Nebojša Zlatković (VPPŠ Prokuplje), Alisa Hadžiabulić (UNMO), Ivana Tica (CIDEA), Biljana Đuričić (VPTŠ Užice), Mladen Šukalo (TOBL), Tijana Aćimović (TOBL), Drena Đukić (MPVŠ RS), Milenko Đurić (VTŠ Beograd), Dragana Bačev (VTŠ Beograd) i Mira Drobnjak (pružalac usluga, Kozarska Dubica).

The moderators of the focus group 1 were Gordana Rokvić and Dragan Brković, and moderators of the second group were Miljan Cvetković and Marko Stojanović. The work of the focus group was scheduled for 90 minutes but it lasted two hours due to the vast interest in the discussion. The discussion was recorded for better analysis and for the results presentation to groups.

After the work in focus groups, the workgroup results were presented to all participants. The results of the focus group 1 were presented by Gordana Rokvić and the results of the focus group 2 were presented by Marko Stojanović. The overall opinion about first two themes was quite equal but the third theme showed the different approach which makes the whole.

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Photos 8-9. Focus groups activity

After final evaluation all the participants had lunch together, which was organized at the restaurant 'Slobodni Um' at the University Campus.

After presenting results in the focus groups and general discussion, the project participants continued the discussion about a realization of the Work Package 1. The most discussed questions were: What the subject of the research is (who are the potential partners and in which locations the research would be done), research methodology types (questionnaire, an interview etc.), defining job organization, and deadlines for data delivery for writing reports for work package.

Mr. Milenko Đurić emphasized that there is not enough time to do the interview-based research so he proposed to test the market. After the discussion the following conclusions were agreed:

1. The region of BiH should be divided into following areas: The northern part of BiH (Faculty of Agriculture Banja Luka), the central part of BiH (Faculty of Agriculture and food production Sarajevo) and the southern part of BiH (University Džemal Bijedić in Mostar).

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2. The region of Serbia should be divided into four areas: Toplički (south of Serbia), Zlatiborski (West of Serbia), East of Serbia and Belgrade. The south of Serbia was given under the responsibility to VPPS Prokuplje, the west to VPS Užice and the east and Belgrade to VTS Belgrade

The suggestion is that the preliminary results should be gathered by the meeting in Nitra so that collected results could be used and discussed, and the given suggestions could help in process of reports writing.

The work part of the meeting ended at 5.00p.m.

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The meeting started at 8.30.a.m.

The first part of the meeting was about the project finance management. Among present participants the work meeting gathered Heads of the accounting departments from the educational institutions. :UNIBL, UNSA, UNMO, VPPS Prokuplje, VTS Belgrade and VTS Užice. In order to achieve better efficiency it was agreed that Olgica Andrejević should make a mailing list of all accounting offices. Suad Muhibic, director of the Erasmus + office in BiH and Prof. Pakeza Drkenda Erasmus + project coordinator were also present at the meeting.



Photo 10. Finance management on project workshop

Heads of the accounting departments took part in the discussion since one of the questions was, what Service Contract is and what Copyright Contract is, because there is different law regulation in BiH and in Serbia. All documents about costs should be scanned, attendance list, conclusion after meeting, a report of engagement on the project...) that would be the evidence about engagement on the project. The project revision is mandatory even though it wasn't calculated into budget, so the typical re-budgeting should be done. It can be performed by national or regional revision institutions according to the standards. When it comes to equipment supply together with a good explanation, it should be asked to separate tenders for BiH and for Serbia.

LANDS project coordinator Nebojša Zlatković, will submit a document about VAT exemption. During the break there were bilateral dialogues concerning finances.

The second part of the meeting referred to the managing project realization and forming the Management Board. All project participants (15 partner institutions) delegated one representative for membership in Management Board and in Quality Control Board. A coordinator should submit a document (a list with the names of all members who participate in these two Boards).

During the session the coordinator explained how to write business travel orders, a record of time consumed during the work packages/ project and how to describe working activities in details.

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A coordinator will deliver code-letters for all partner institutions, which will be used for completing the forms for staff and travel costs.

Lunch was organized for all participants in the restaurant "Stara Ada".



Photo 11. Lunch at the restaurant "Stara Ada"

The last part of the meeting was dedicated an agreement about data collecting for WP1 with defined deadlines and obligations. After shorter discussion and certain suggestions Prof. Emmanouil Nikolaos (AUAGR) suggested taking into consideration these indicators while defining the questionnaire: quality of the environment, people from the region and their habits, political heritage, local food program, eco paths, local habits/ festivals, customs, architectural heritage, accommodation capacity, how authentic the offer is, infrastructure, physical availability and how all of these indicators should be categorized on the scale from 1-5. Apart from this, it was also pointed out that the following parameters need to be defined: What is agritourism (AT)- literature overview, define what locals like/ don't like about AT, examine existent tourist characteristics in chosen areas, analyze a law regulative in the region for AT, support measures and subventions in AT sector, if there are any markets where local products could be purchased, local crafts/ manufacturers, tourist agencies, if the AT offer is integrated into local tourist offer, local business firms which offer AT, availability of other complementary activities etc.

After the overall discussion and discussion with Milenko Djuric the following agreements were made:

- Carry out the analysis of all subject involved in agriculture sector
- Identify main bodies (The Ministry of Tourism, The National Tourist Organization, Local Tourist Organizations, Regional Development Agencies, Tourist Agencies, local government, agricultural and agritourism cooperatives, households service providers...)
- All six higher educational institutions in BiH and RS will create a list of institutions which have to be interviewed, distribute the questionnaires, and ensure that they would be completed by examinees who are involved in Agritourism sector

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- UNIBL will collect all questionnaires;
- EU high educational institutions will be included into questionnaire commentary; methodological approach to the screening of the condition of the agritourism in their countries, as well as the national and regional law regulations and agritourism (analysis of interesting groups in their countries);
- During the period 29/1- 2/2 – create questionnaires and make lists of subjects with a contact person;
- In the period 05/02 - 12/02 – send questionnaires – ensure the contact with the examinees;
- In the period 02/02 - 21/02 - preliminary questionnaire data analysis;

After data collection the preliminary analysis will be used for discussion for the meeting at Nitra.

After the meeting participants took tour through the city and had dinner in restaurant “Zlatna Krigla” enjoying traditional food and appropriate music.



Photo 12. Social dinner at the restaurant "Zlatna krigla"

Day 3 – 24.01.2018.**Description**

The final meeting day in Banja Luka was dedicated to terrain and locations sightseeing, which provide agritourism characteristics or are in some way connected to it. The participants visited the Agricultural Cooperative “Livač” which makes Trappist cheese. The cheese is made on the traditional way and many tourists come here to see the procedure of manufacturing, its history and its use. The host was director Budimir Draženko.



Photo 13. Agriculture cooperative "Livač"

After this, the participants also visited rural household “Banjac” in Kozarska Dubica, which offers catering and homemade wine tasting. During the visit there was a discussion with the owner about future possibilities for development and about problems he faces within his business.



Photo 14. Rural household "Banjac"

The workday was closed with the lunch at 13.30.p.m.

CONCLUSIONS**Description**

Over 80 participants were involved during three work days at the activities related to the WP1 and project in general. It is very important that beside the participants who are involved in the project, there were also representatives of Agritourism Sector Body of Banja Luka Region and Directors of Accounting Sector who participated in clarifying the financial issues.

A presence of Suad Muhibić, director of Erasmus+ office in BiH ensured clarification of certain activities about the project. During the meeting the key steps were defined for realization of the first work package and its dynamics. There was media coverage of the meeting (attachment 2,3)

<https://www.youtube.com/watch?v=N90Y-DAubdc>

<http://agro.unibl.org/bs/radionica-o-unapredjenju-agroturizma/>

<https://mail.yahoo.com/d/folders/1/messages/21097>

<http://www.unibl.org/sr/vesti/2018/01/odrzana-radionica-na-poljoprivrednom-fakultetu>

Apart from the working dynamics, the excellent work atmosphere was present during the meeting among the project participants.

Respectively submitted by:

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