

MINUTES OF MEETING

Date	:	20.11.2019
Place	:	Skype Meeting
Participants	:	Prof. Dr. Fatih KONUKÇU (NKU) Prof. Dr. Lokman Hakan TECER (NKU) Prof. Dr. Selçuk ALBUT (NKU) Kadriye ÇİL (NKU) Ş. Alp TUNCER (SUM) Sonya ENILOVA and TDCNM team Mamuka GVILAVA and CIVITAS team Vladimir FILIN and UKRMEPA team
Subject	:	Monthly Project Coordination Meeting – 12
		<ol style="list-style-type: none"> 1. NKU informed that they have successfully completed the procedure of Monitoring Visit by JTS. NKU appreciates all partners and declares that JTS is very satisfied with Marine Litter Watch (MLW) and its implementations as well as the documentation of the project. Regarding the Marine Litter Watch, the outputs will be reported soon. Thus, for the list of institutions to use the MLW system requested from partners, NKU informed that only TDCNM have provided the required list and UKRMEPA and CIVITAS are still awaited to provide this requested information. 2. NKU informed that the problem in CIVITAS' FLC situation is related to how the expenditures on Marine Litter monitoring activities (e.g. transfer to schools to the area, lunchboxes, etc.) are allocated in the budget. CIVITAS seems to allocate them in administrative costs but JTS asks them to move all related expenditures to the subsection called "Logistics" in the Financial Interim Report. If the change is not done properly and on time those budget lines may encounter the problem of rejection by JTS. Furthermore, NKU reminded that these types of expenditures that are related to monitoring activities and respective Clean-Up and Campaigns, should be added under Logistics section in the Budget by each partner. Regarding TDCNM's question, NKU informed that there is separate budget for organisation of congress and workshop, but as for the expenditures in relation to above context there is a separate budget line called Logistics which is allocated for each partner in respect to their individual shares within the budget. 3. NKU reminded that they can't push the Progress Report forward unless they complete the Interim Report. Every partner has run out of the money and they hope that they will be able to submit the report soon. CIVITAS asked for advice to solve a problem on the system in relation to exchange rates. Although they have uploaded the report on the system, it can't calculate the exchange rates. NKU replied that they know the problem about exchange rates

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	<p>and they discussed that point with JTS during the monitoring visit last week. Regarding the issue, NKU says that they haven't encountered a serious problem as most of their expenditures are in Euros except co-financing which is in Turkish liras. However, the problem is the same for every partner if they have made payments in local currencies. CIVITAS auditors should know how to change it and JTS will revert the report to the auditor so that the auditor will re-submit it. Therefore, CIVITAS decided to collaborate with UKRMEPA as they had the same problem and solved it already receiving the relevant FLC certification on their side, and push their auditors to finalise the process as soon as possible.</p> <ol style="list-style-type: none">4. NKU informed that they are going to send the passwords this week. The posters and brochures of NKU and UKRMEPA are going to be ready next week and they will be sent to respective partners.5. The next Skype Meeting will be held on December 11th, 2019 (Wednesday) at 11:00 with Turkish local time.
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