



Periodical Report
6 Months of project
implementation

Crisis and Risk Engineering for Transport Services

AZERBAIJAN TECHNOLOGICAL UNIVERSITY UTECA



Co-funded by the
Erasmus+ Programme
of the European Union

Joint Project: Capacity Building in the Field of
Higher Education ERASMUS+ 2018

ORKHAN VATANKHAH

Work plan



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WORK PLAN Erasmus + K2 "Crisis and Risks Engineering for Transport Services - CRENG"

for the first project year from 15.11.2018 to 15.11.2019

No	Activity	Timeline
1	Design and sign of Partnership Agreement	15.05.2019
2	Assignment of responsible persons as a workgroup of the project and its approval by the order of the rector	15.04.2019
3	Preparation of internal activity plan of the project	15.04.2019
4	Selecting departments and stakeholders involved in the project	30.04.2019
5	Developing dissemination plan for the first year of the project	15.04.2019
6	Creating a project page on the University website and regularly updating it	15.03.2019
7	Reporting in to the coordinator's request	throughout the year
8	The analysis of current curricula at UTECA	15.02.2019
9	Organization of mobility of participants of the coordination meeting in Warsaw Polytechnic (Poland)	15.01.2019-15.02.2019
10	Participation in the coordination meeting at the Warsaw Polytechnic University (Poland)	27.02.2019-28.02.2019
11	Conducting a seminar on presentation of the project for teachers and students at the Faculty of Light Industry and Logistics	15.03.2019
12	Development of criteria for the choice of teachers-developers of disciplines	01.05.2019
13	Selection of teaching staff	15.05.2019
14	Conduction of meeting with teaching staff	30.05.2019
15	Organization of the mobility of the participants of the training at the Berlin Technical University	01.05.2019-30.06.2019
16	Report on the status of the project implementation at a coordination meeting at the Berlin Technical University	15.07.2019
17	Conducting workshops for the transfer of knowledge gained during the training	15.10.2019
18	Registration: Project documents by Ministry of Justice	15.10.2019
19	Development of documentation for the creation of the laboratory CRENG LAB and CRENG Service Office	5.07.2019
20	Development of documentation for the supply of equipment for CRENG	15.08.2019



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	LAB and CRENG Service Office from ECM (Germany)	
21	Conducting a survey of students regarding the level of awareness of CRENG project	30.10.2019
22	Obtaining equipment for CRENG LAB and CRENG Service Office from ECM (Germany)	15.11.2019
23	Adding equipment to University balance sheet	15.11.2019

Project Coordinator:

O. M. Vatankehah

Project Administrator:

U. D. Mammadova



Work group

No	Name, Surname,email	Position	Responsibility (WP, tasks according to the work plan)
1 co-ordinator	Orkhan Vatankhah	Director of Centre for Science and International Affairs	WP1, WP2,WP3,WP5
2 administrator	Ulviyya Mammadova	Project specialist at the Centre for Science and International Affairs	WP1, WP2,WP3, WP4,WP5
3 academic leader/ specialist	Sadir Guliyev	Vice-Dean at Faculty of Light Industry and Logistics	WP2, WP3, WP4
4 dissemination manager	Rasim Aliyev	PR consultant	WP4
5 financial manager	Seymur Sadikhov	Accountant	WP2, WP5



Courses to update

Name of the course to be upgraded	Person/teacher/department/faculty responsible for the course upgrade	What has to be upgraded in the course?	Deadlines
New technologies and big data for innovations in crisis and risk management + IT Security	Nofal Hajiyeve, Ababil Nagiyeva/ Department of Computer Engineering and Telecommunication	Adding ECTS to course curricula which increases the transparency and readability of the educational process and thus plays an effective role in stimulating change and modernization, because its implementation encourages the paradigm shift from a teacher-centered to a learner-centered approach.	30.04.2020
Risk and crisis forecast, Analysis and Reduction Methods and Tools	Azer Huseyn/ Department of Public Administration	Adding ECTS to course curricula which increases the transparency and readability of the educational process and thus plays an effective role in stimulating change and modernization, because its implementation encourages the paradigm shift from a teacher-centered to a learner-centered approach.	30.04.2020
Disaster preparedness – challenges, principles, recourses, systems and tools	Shahla Nuhuyeva, Farida Verdiyeva/ Department of Environmental Engineering	Adding ECTS to course curricula which increases the transparency and readability of the educational process and thus plays an effective role in stimulating change and modernization, because its implementation encourages the paradigm shift from a teacher-centered to a learner-centered approach.	30.04.2020
Safety Management and Incident Investigation	Farida Verdiyeva, Immi Aliyeva/ Department of Environmental Engineering	Adding ECTS to course curricula which increases the transparency and readability of the educational process and thus plays an effective role in stimulating change and modernization, because its implementation encourages the paradigm shift from a teacher-centered to a learner-centered approach.	30.04.2020
Emergency Response & Crisis Management	Farida Verdiyeva, Shahla Nuhuyeva/ Department of Environmental Engineering	Adding ECTS to course curricula which increases the transparency and readability of the	30.04.2020

		educational process and thus plays an effective role in stimulating change and modernization, because its implementation encourages the paradigm shift from a teacher-centered to a learner-centered approach.	
Hazard Identification	Farida Verdiyeva, Immi Aliyeva/ Department of Environmental Engineering	Adding ECTS to course curricula which increases the transparency and readability of the educational process and thus plays an effective role in stimulating change and modernization, because its implementation encourages the paradigm shift from a teacher-centered to a learner-centered approach.	30.04.2020
Humanitarian logistics and transport services in disasters conditions	Farida Verdiyeva, Nihat Gazanfarli/ Department of Environmental Engineering&Department of Mechanical Engineering and Logistics	Adding ECTS to course curricula which increases the transparency and readability of the educational process and thus plays an effective role in stimulating change and modernization, because its implementation encourages the paradigm shift from a teacher-centered to a learner-centered approach.	30.04.2020
New challenges for crisis and risk management in logistics systems	Gazanfarli Nijat, Turkhan Mammadyarov/ Department of Mechanical Engineering and Logistics	Adding ECTS to course curricula which increases the transparency and readability of the educational process and thus plays an effective role in stimulating change and modernization, because its implementation encourages the paradigm shift from a teacher-centered to a learner-centered approach.	30.04.2020
Supply chain management and networks	Gazanfarli Nijat, Turkhan Mammadyarov/ Department of Mechanical Engineering and Logistics	Adding ECTS to course curricula which increases the transparency and readability of the educational process and thus plays an effective role in stimulating change and modernization, because its implementation encourages the paradigm shift from a teacher-centered to a learner-centered approach.	30.04.2020

Carrier Managing, Soft skills for engineer, basics of technical creativity	Gazanfarli Nijat, Turkhan Mammadyarov/ Department of Mechanical Engineering and Logistics	Adding ECTS to course curricula which increases the transparency and readability of the educational process and thus plays an effective role in stimulating change and modernization, because its implementation encourages the paradigm shift from a teacher-centered to a learner-centered approach.	30.04.2020
Health, Safety & Environmental Management Systems	Ahad Nabiyev, Eldaniz Bayramov/ Department of Food Engineering and Technology	Adding ECTS to course curricula which increases the transparency and readability of the educational process and thus plays an effective role in stimulating change and modernization, because its implementation encourages the paradigm shift from a teacher-centered to a learner-centered approach.	30.04.2020
Project management and leadership in logistics and research, through open communication and team-working	Nijat Aghayev / Department of Management	Adding ECTS to course curricula which increases the transparency and readability of the educational process and thus plays an effective role in stimulating change and modernization, because its implementation encourages the paradigm shift from a teacher-centered to a learner-centered approach.	30.04.2020
Research methods and professional development	Nijat Aghayev / Department of Management	Adding ECTS to course curricula which increases the transparency and readability of the educational process and thus plays an effective role in stimulating change and modernization, because its implementation encourages the paradigm shift from a teacher-centered to a learner-centered approach.	30.04.2020



Criteria for teacher selection for trainings

The project election committee carefully identified and agreed on a set of written selection criteria to evaluate teachers for their effective job performance in the intended project. Therefore, the teachers were identified based on the following selection criteria:

- Having a desire and opportunity to participate, and wishing to acquire new knowledge and skills;
- Having ability to apply the methods and practices presented in the project, and actively engaged in the development of curricula;
- Obtaining practical work experience in a particular field;
- Expressing a strong desire to engage in dialogues and discussions;
- Having an appropriate time for active participation in the trainings;
- Excellent leadership, interpersonal, communication skills, including an ability to interact effectively with colleagues, students and stakeholders.
- Providing support to those involved in the development of curricula and resources
- Contributing professional expertise to enhance curriculum or resources
- Proficiency in English language

Thus, teachers with great willingness to participate in the project applied with an application and the applicants meeting the above-mentioned selection criteria were interviewed by the election committee and 12 teachers were selected out of 30 interested teachers as a result.



Teacher that will develop new courses



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Teachers who will develop new courses at UTECA



Name of the course to be developed	Responsible Department	Responsible person
Human Factors in Design & Operations	Department of Mechanical engineering and Logistics	Sadir Guliyev
Informational-Analytic and Diagnostics for Socio-technical System	Department of Computer Engineering and Telecommunication	Nofal Hajiyeu
Risk and crisis engineering of Transport systems	Department of Mechanical engineering and Logistics	Nijat Gazanfarli



Equipment & Software



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Table 3. Responsible persons for the installation of the equipment & software

Equipment/Software	Name of the person(s) responsible for the equipment/software installation	Occupation of the responsible persons	Contact information of the responsible persons
Equipment purchase	Seymur Sadikhov	Accountant	seymursadigli@gmail.com
Software installation	Nofal Hajiye	IT specialist	haciyev.nofel@gmail.com



Dissemination plan



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DISSEMINATION PLAN

Erasmus + K2 "Crisis and Risks Engineering for Transport Services - CRENG"

for the first project year from 15.11.2018 to 15.11.2019

The plan is based on the overall strategy for disseminating and implementing the results of the CRENG project, approved at the first coordination meeting, to provide a link between the three components of the strategy: "target groups", "communication channels" and "events"

Project Target Groups

1. Students of related and unrelated specialties of UTECA;
2. Teachers of related and non-related specialties of UTECA and other universities;
3. Scientists
4. Future employers of graduates of the CRENG Master's Program;
5. Potential training participants of CRENG SO;
6. Authorities at local and state level
7. Public organizations

Channels of communication with target groups

1. Local, regional and national mass media;
2. Official website of the project;
3. Official promotional materials (leaflets, flyers, roll-ups, etc.);
4. Social networks;
5. Local, regional and national conferences.

Action Plan for Disseminating the Project Results

No	Activity	Date
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Web-based dissemination

1	Creation of a web page of the project on the university's website with links to the project site https://www.creng.eu	15.09.2019
2	Creating a contact list of project stakeholders and interested parts for newsletters by e-mail, via social networks (Facebook, LinkedIn, Instagram) and messengers (FB Messenger, WhatsApp, Viber)	15.08.2019
3	Creation of content in social networks: on the pages of the project, the university and the involved departments (faculties, departments, unions, international departments, etc.)	1 post per month
4	Regular posts, event plans, planned in the framework of the project	during the year
5	Providing information at the request of the website administrator for its regular updating (presentation of events, links and articles, posts in social networks, etc.)	1 mailing per month, or as needed

Event-based dissemination

1	Appointment of the responsible person for the implementation of the plan at UTECA	15.04.2019
2	Conducting a presentation of the project for teachers at the Faculty of Light Industry and Logistics	30.05.2019
3	Conducting a presentation about project activities in the international conference of UTECA	30.04.2019
4	Dissemination meeting of the project for UTECA teaching staff	10.09.2019
5	Dissemination meeting of the project for top management of UTECA	25.09.2019
6	Conducting a presentation of the project for students at the Faculty of Light Industry and Logistics and any other specialties interested in project	15.10.2019
7	Conducting a workshop for the transfer of knowledge gained during the training in Berlin for all interested parties of project results	30.09.2019
8	Conducting a workshop for the transfer of knowledge gained during the training in EU for all interested parties of project results	depending on training date

Traditional dissemination

1	Publications in mass media and scientific publications:	30.10.2019
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1	- publication of an article in university newspaper	
2	Distribution of promotional materials: leaflets, booklets, poster, etc.	throughout the year

Plan of Measures to Ensure the Sustainability of the Results of the Project

No	Measure	Period / frequency of execution
1	Creating CRENG Service Office *	15.11.2019
2	CRENG Service Office equipment	15.11.2019

* CRENG Service Office is a division of the University, which is designed to: provide communication between the target groups of the project inside and outside the consortium; dissemination of project results; ensuring the sustainability of project results after its completion.

Project Coordinator:

O. M. Vatankehah

Project Administrator:

U. D. Mammadova



Schedule of dissemination events



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Schedule of Dissemination events

No	Events	Date
1	Appointment of the responsible person for the implementation of the plan at UTECA	15.04.2019
2	Conducting a presentation of the project for teachers at the Faculty of Light Industry and Logistics	30.05.2019
3	Conducting a presentation about project activities in the international conference of UTECA	30.04.2019
4	Dissemination meeting of the project for UTECA teaching staff	10.09.2019
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6	Conducting a presentation of the project for students at the Faculty of Light Industry and Logistics and any other specialties interested in project	15.10.2019
7	Conducting a workshop for the transfer of knowledge gained during the training in Berlin for all interested parties of project results	30.09.2019
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Non-consortium organizations



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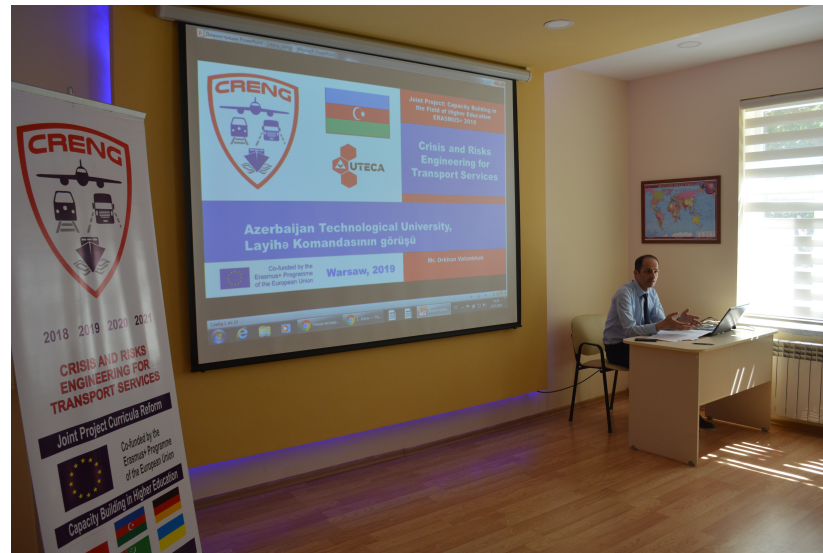
The List of Non-Academic Partners and Potential Employers

No	Company/ Organization	Webpage
1	Baku International Sea Trade Port	www.portofbaku.com
2	Shamkir Agro Park Logistics Center	www.shamkiragropark.az/lang/en/change
3	Azerbaijan Caspian Shipping Company	www.asco.az/en/
4	BM Logistics	www.bmlogistics.az
5	AZ Logistics & Management Services	www.azlogistics.az
6	TSL GROUP	www.tsl.az
7	ABA Logistics	www.abalogistics.az
8	SOCAR	www.socar.az
9	Azersun Production and Logistics Center	www.azersun.com
10	Veytseloglu Logistic Center	www.veytseloglu.az
11	Aurora Logistic Center	www.azexport.az
12	Coca Cola Ganja Branch	www.coca-cola.az
13	Gazakh Cement Plant	www.qazaxsement.com



Implemented dissemination activities

Presentation of the project for teachers at the Faculty of Light Industry and Logistics <http://uteca.edu.az/index2.php?seh=xeber&etrafli=884&dil=az>



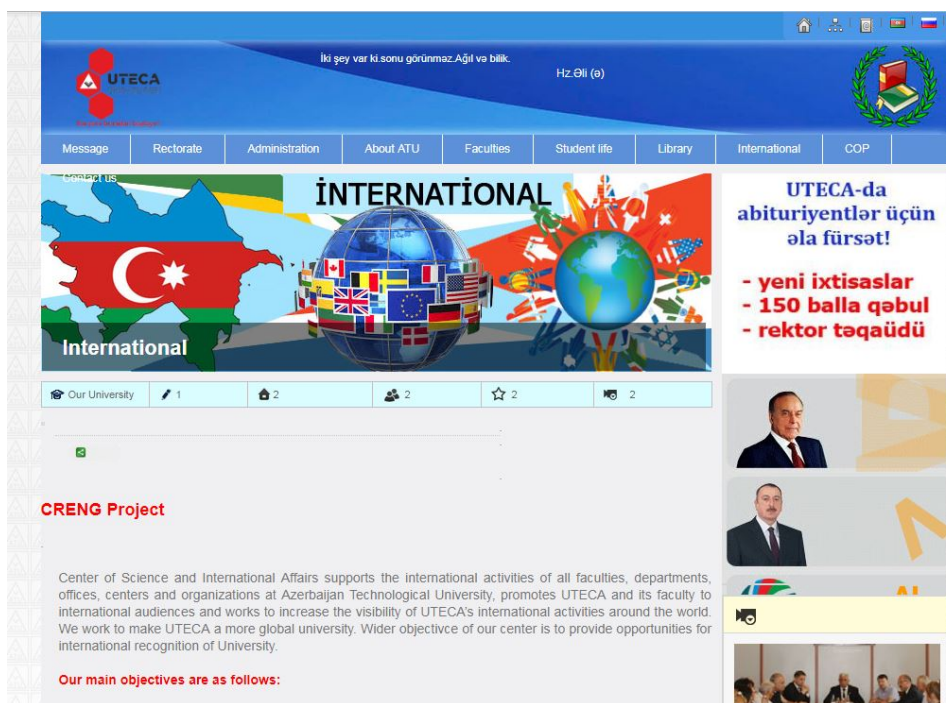
Implemented dissemination activities

Presentation about project activities in the international conference of UTECA
[http://uteca.edu.az/user_data/files/CRENG%20Project\(1\).pdf](http://uteca.edu.az/user_data/files/CRENG%20Project(1).pdf)



Implemented dissemination activities

Link to your university website, where you posted information about the participation in the project
[http://uteca.edu.az/user_data/files/CRENG%20Project\(1\).pdf](http://uteca.edu.az/user_data/files/CRENG%20Project(1).pdf)



CRENG Project



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- Crisis and Risks Engineering for Transport Services **598218-EPP-1-2018-1-PL-EPPKA2-CBHE-JP**
- Project acronym: **CRENG**
- Cross Regional Multi-Country Joint Project
- Priority – **Transport Services**
- Project duration: **15 October 2018 – 14 October 2021**
- EU funding instrument: **European Neighbourhood Instrument (Erasmus+: KA2 CBHE)**
- Erasmus+ (CBHE) grant amount: **999949,00€**
- Target groups: **university students, employers**
- Grant holder: **Warsaw University of Technology Poland**
- Coordinator and General Manager: **Prof. Marianna Jacyna**



Questionnaire for students

Questionnaire will be conducted in
October 2019



Quality Assurance Plan



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Quality Assurance Plan

**Erasmus + K2 "Crisis and Risks Engineering for Transport
Services - CRENG"**
for the period from 15.11.2018 to 14.11.2021

The plan is based on the overall CRENG Quality Assurance Strategy and the recommendations approved at the first coordination meeting to provide communication between the three components of the strategy: "target groups", "communication channels" and "activities"

Plan of measures to ensure the quality of project results

Nº	Measure	Period
1	Appointment of responsible persons for the working package "Ensuring the quality of project results"	30.04.2019
2	Creation of an internal expert group to assess the quality of project results.	15.05.2019
3	Development of the procedure, evaluation criteria and method for assessing the quality of project results (including the development of questionnaires, forms of quality monitoring reports) in the following areas: - the importance of project results - effectiveness of project implementation - achievements / results of the project - impact of project results - sustainability of project results - communication between the consortium members - dissemination of project results - project management	15.05.2019
3	Conducting a workshop for the UTECA project working group on familiarization with the project quality assessment system	15.11.2019
4	Establishing a schedule for monitoring the quality of project implementation, which is synchronized with the schedule of project reporting (see schedule for monitoring project activities).	Every 6 months from the start of the project.



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5	Preparation of reports on monitoring the quality of project results, providing reports to the coordinator's request and make them open access for the project team.	15.11.2018 Every 6 months from the start of the project, 15.11.2018
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Plan of measures to ensure the quality of educational content

Nº	Measure	Period
1	Creation of an expert group for the assessment of the quality of educational content that is being developed or updated within the framework of the CRENG project	15.05.2020
2	Development of procedure, evaluation criteria and method for assessing the quality of educational content.	15.01.2020
3	Conducting a workshop for content development tutors and a group of experts to get acquainted with: ➢ content quality assurance system adopted in the project; ➢ ECTS system; ➢ standards and guidelines for ensuring the quality of higher education	15.09.2019
4	Conducting an analysis of current curriculum content at UTECA: assessing the quality of existing content, compiling a list of disciplines that can be updated and incorporated into the CRENG Master's Program.	15.04.2019
5	Development of a plan for updating current educational content at UTECA in accordance with established quality criteria: appointment of responsible teachers, development of update schedule, approval of the reporting form.	15.05.2019
6	Establishing a schedule for monitoring the quality of educational content, synchronized with the schedule of updating current and developing new educational content.	According to the curriculum development schedule
7	Preparation of reports on the monitoring of the quality of educational content, reporting on the request of the coordinator and share the results with the project team.	According to the curriculum development schedule

Schedule of Monitoring of Project Activities

Type of report	2019	2020	2021
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	The first half of the year	Second half	The first half of the year	Second half	The first half of the year	Second half
Periodic report based on internal audit reports	15.05	15.11	15.05	15.11	15.05	15.11
Monitoring of newly updated and developed curriculum			15.07			
Monitoring of pilot operation of CRENG SO					15.05	
Annual report		15.11		15.11		15.11
Interim report			15.05			
Final report						15.11

Project Coordinator:

O. M. Vatankeh

Project Administrator:

U. D. Mammadova



CRENG Quality Group



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Table 4. Quality group

Name, Surname	Occupation	Organization	Contact info (email)
<u>Nazim Valiyev</u>	Dean of the Faculty of Light Industry and Logistics	Azerbaijan Technological University	n.veliyev@uteca.edu.az
<u>Tofiq Gojajev</u>	Head of the Department of Mechanical Engineering and Logistics	Azerbaijan Technological University	t.qocayev@uteca.edu.az
<u>Asiman Ilyasov</u>	Head of the Quality Assurance Department	Azerbaijan Technological University	a.ilyasov@uteca.edu.az



CRENG Service Office

"TƏSDİQ EDİLMİŞDİR"

Azərbaycan Texnologiya Universitetinin
Elmi Şurasının 00/00/2019-cı il tarixli
iclasının 00 Nə-li protokolu ilə

Rektor
prof. Akif Süleymanov



AZƏRBAYCAN TEXNOLOGIYA UNIVERSİTETİ
CRENG SERVİS OFİSİNİN
ƏSASNAMƏSİ

Gəncə - 2019

1. ÜMUMİ MÜDDƏALAR

- 1.1. CRENG Servis ofisi (bundan sonra bu Əsasnamənin məqsədləri üçün Ofis adlandırılacaqdır) "Azərbaycan Texnologiya Universiteti"-nin (bundan sonra bu Əsasnamənin məqsədləri üçün UTECA adlandırılacaqdır) tərkibində fəaliyyət göstərən qeyri - funksional struktur bölməsidir.
- 1.2. CRENG Servis Ofisinin strateji məqsədi layihə başa çatdıqdan sonra layihənin nəticələrinin inkişaf etdirilməsi üçün şərait yaratmaq və layihə çərçivəsində qurulmuş laboratoriyaların saxlanılması və inkişafı üçün vasitə axınını asanlaşdırmaqdır. CRENG Servis Ofisinin hüquqi forması universitetin struktur bölmələrindən fərqli hüquqi şəxs olub, CRENG Servis Ofisi eyni zamanda məzunlar üçün yeni kursların planlaşdırılması, təşkil edilməsi və keyfiyyətə nəzarətindən də məsul olacaqdır.
- 1.3. Ofis fəaliyyətində "Təhsil haqqında" və "Elm haqqında" Azərbaycan Respublikasının qanunlarını, elm və təhsil sahələrinə aid Azərbaycan Respublikası Prezidentinin fərman və sərəncamlarını, Azərbaycan Respublikası Nazirlər Kabinetinin əidiyyəti qərar və sərəncamlarını, Azərbaycan Respublikasının təhsil sahəsi üzrə mərkəzi icra hakimiyyəti orqanının əidiyyəti qərar, sərəncam və əmrlərini, fəaliyyəti ilə bağlı müvafiq qanunvericilik və normativ-hüquqi aktlarını, UTECA-nın nizamnaməsini və bu Əsasnaməni rəhbər tutur.

2. OFİSİN STRUKTURU

- 2.1. Ofisə rəhbərliyi onun müdiri həyata keçirir və bilavasitə Maşın mühəndisliyi və logistika kafedrasının müdürünə tabədir.
- 2.2. Ofis müdiri həvalə olunmuş vəzifələrin yerinə yetirilməsi və hüquqların həyata keçirilməsi üçün şəxsin məsuliyyət daşıyır.
- 2.3. Ofis müdiri ali təhsilli, xarici dil bacarıqları olan bu sahədə iş təcrübəsinə malik olmalıdır.
- 2.4. Ofis əməkdaşlarının vəzifələri bu Əsasnaməyə, vəzifə təlimatlarına, həmçinin UTECA-nın qarşısında qoyulan vəzifələrə uyğun olaraq bölüşdürülür.
- 2.5. Ofis müdiri və əməkdaşları ictimai əsaslarla fəaliyyət göstərir.

3. OFİSİN ƏSAS FUNKSIYALARI

- 3.1. Təlim kurslarında ehtiyacın müəyyənəndirilməsi: bunun üçün hədəf təşkilatların siyahısı kiçik biznes, geniş regional müəssisələr, yerli nəqliyyat idarələri və s. arasında müəyyənəndirilməli; təlim kursları əsasən, regional aspektlərə yönəldilməli və təlim mövzularını müəyyənəndirmək üçün sorğular keçirilməlidir.
- 3.2. Üç günlük təlim kurslarının təşkilatı.
- 3.3. Maraqlı tərəflərin cəlb edilməsi və universitet və maraqlı tərəf arasında müqavilələrin imzalanması.
- 3.4. Universitetin akademik heyəti tərəfindən layihə çərçivəsində yaradılacaq tədris mühtindən istifadə etməklə yeni kursları keçirmək; Hər bir dinləyiciyə rəsmi sertifikatı təqdim olunacaq.

- 3.5. Kurslar keçirildikdən sonra kurs iştirakçıları arasında dəyərləndirmə sorğusu keçirmək;
- 3.6. CRENG sahəsində ehtiyacların marketinq və müxtəlif hədəf qrupları üçün müvafiq xidmətlər həyata keçirmək;
- 3.7. Universitetin mövcud təlim proqramını analiz etmək, köhnəlmis tədris proqramını dəyişdirmək və yeniləmək;
- 3.8. Sənaye müəssisələrinin, nəqliyyat və logistika şirkətlərinin peşakar kadrların təlim ehtiyaclarını öyrənmək;
- 3.9. Maraqlanan təşkilatların və sponsorların axtarışını etmək;
- 3.10. Konsorsium daxilində və xaricində AB və Azərbaycan universitetləri arasında əlaqələr təmin etmək;

4. HESABATLIQ

- 4.1. Ofis tərəfindən ofis fəaliyyətinə nəzarət edən Maşın mühəndisliyi və logistika kafedrasının müdürünə hesabat təqdim olunur.

5. MƏDDİ MƏSULİYYƏT

- 5.1. Ofis müdiri struktur bölməsinə aid bu Əsasnamə ilə müəyyən edilən vəzifə və funksiyaların vaxtında və keyfiyyətlə yerinə yetirilməsi, fərdi məlumatların qorunub saxlanılması və konfidensiallığı üzrə bilavasitə məsuliyyət daşıyır.
- 5.2. Ofis əməkdaşlarının məsuliyyəti onların vəzifə təlimatları ilə müəyyən edilir.
- 5.3. Ofis əməkdaşları bu Əsasnamə ilə müəyyən olunmuş hüquq və vəzifələri həyata keçirərkən, səlahiyyətlərini yerinə yetirərkən UTECA-nın maraqlarını öz şəxsi maraqlarından üstün tutmalıdırlar.
- 5.4. Ofis əməkdaşları onların düzgün olmayan hərəkətləri və ya hərəkətsizlikləri nəticəsində UTECA-ya dəymiş zərərə görə qüvvədə olan qanunvericiliyə müvafiq olaraq maddi məsuliyyət daşıyırlar.

6. QARŞILIQLI ƏLAQƏLƏR (XİDMƏTİ MÜNASİBƏTLƏR)

- 6.1. Ofis öz vəzifə borclarının və funksiyalarının icrasını təmin etmək məqsədilə öz işini UTECA-nın digər struktur bölmələri, habelə UTECA-nın nəzdində olan təşkilatlar ilə qarşılıqlı əlaqə qurur;
- 6.2. Ofis Əsasnaməsini rəhbər tutaraq, struktur bölmələrindən vəzifə borclarının yerinə yetirilməsində köməyin göstərilməsini tələb edir.

7. YEKUN MÜDDƏALAR

- 7.1. Bu Əsasnamə UTECA Elmi Şurasının qərarı ilə Rektor tərəfindən təsdiq edilir.
- 7.2. Bu Əsasnaməyə əlavə və dəyişikliklər UTECA Elmi Şurasının qərarı ilə Rektor tərəfindən edilir.
- 7.3. Azərbaycan Respublikasının qanunvericiliyi, UTECA-nın nizamnaməsi ilə bu Əsasnamənin müddəaları arasında ziddiyyət yaranarsa, hərəicilər üstün hüquqi qüvvədə qalır.
- 7.4. Azərbaycan Respublikasının qanunvericiliyinə (Əsasnamənin hər hansı müddəası ilə qanunvericilik müddəa qüvvədən düşmüş hesab edilir.



Communication

We do not have problems in communication with other PC universities, EU partners and the Coordinator. In case of Coordinator and other EU universities we use email, Skype, WhatsApp. But in case of partners from Azerbaijan we organize monthly basis meetings with local project coordinator, institutional project coordinators, academic staffs and other project members to discuss implementation of project and share information among us for having up-to-date information regarding project progress.





Thank you for you attention!



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