



Minutes No 3 of the Project Steering Committee Meeting

Project Title:	Support to the State Social Protection Fund on the introduction of funded element within the insurance – pension system, establishment of non – state pension funds and development of legal framework for regulating their activity
Partners:	Ministry of Welfare of the Republic of Latvia German Federal Ministry of Labour and Social Affairs State Social Protection Fund of the Republic of Azerbaijan Implementing body: German Association for Social Security Policy and Research
Date:	January 22, 2015, 10:00 – 12:10
Place:	State Social Protection fund, 80 H.Zardabi avenue, Conference Room, 10th floor

Participating:

Members of the Steering Committee:

Mr. Ingus Alliks	Deputy State secretary of the Ministry of Welfare of the Republic of Latvia, Twinning Project Leader
Ms. Nigar Panahova	Head of Personal Account Department of the State Social Protection Fund of Republic of Azerbaijan (SSPF), Project Leader of Beneficiary country
Mr. Rza Zulfuqarzade	International Aid and Cooperation Officer Neighbourhood Policy - Operations Section of the Delegation of the European Union to the Republic of Azerbaijan (EUD)
Mr. Emin Alirzayev	Adviser of Personal Account Department of the State Social Protection Fund of Republic of Azerbaijan, RTA of Beneficiary country
Ms. Agrita Groza	Resident Twinning Advisor (RTA)

Other participants:

Mr. Yalcin Muslumov	Counsellor of Chairman of the State Social Protection Fund of Republic of Azerbaijan
Mr. Farid Garayev	Chief of Unit International Relationship of the State Social Protection Fund of Republic of Azerbaijan
Mr. Ufug Hakhiyev	Senior consultant of Legal and Strategic researches Department of the State Social Protection Fund of Republic of Azerbaijan, BC Leader of the Component I
Mr. Eyvaz Ismayilov	Chief of the Unit for organization of granting of labor pensions



Mr. Afgan **Fayziyev**

Labour Pensions Department of the State Social Protection Fund of Republic of Azerbaijan, BC Leader of the Component II Expert of the EU project „Support to Institution Building Activities in Azerbaijan” (SIBA)

Mr. Asiman **Hashimli**

Staff member of Department of Ministry of Economy and Industry of the Republic of Azerbaijan

Mr. Rafiks **Misirovs**

RTA assistant of the EU Twinning project

Mr. Chingiz **Chingizov**

RTA assistant – translator of the EU Twinning project

Chairperson of the meeting: Mr. Ingus Alliks

Agenda

1. Opening of the meeting and short introduction (Mr. Ingus Alliks Twinning Project Leader of the Lead Member State partner (Latvia))
2. Opening statements and short introduction (Ms. Nigar Panahova Twinning Project Leader of the Beneficiary State partner (Azerbaijan))
3. Implementation of decisions after the second meeting of the PSC (minutes No.2)
4. Presentation of implementation of the Twinning project in the third quarter (Ms. Agrita Groza Resident Twinning Adviser)
5. Discussions on progress of project and approval of the third interim quarterly report (draft)
6. Presentation of implementation of communication plan of the Twinning project (Mr. Rafiks Misirovs Assistant of Resident Twinning Adviser)
7. Work plan of the Twinning project for the next (the fourth) quarter from the 1st of January to the 31st of March (Ms. Agrita Groza Resident Twinning Adviser)
8. Date for the next PSC
9. Other business

This agenda was approved by Members of the Steering Committee and worked off.

The Steering Committee decided on the following:

1. To adopt and approve the third interim quarterly report as a base. To make amendments to the third quarterly report during the three weeks (weeks 5, 6 and 7) according to the written comments and suggestions from EUD, Ministry of Economy and Industry and State Social Protection Fund and submit it to Members of the Steering Committee for harmonization and to Delegation of the European Union to the Republic of Azerbaijan.
2. To ask next quarterly reports will submit for evaluation at least two weeks before the regular meeting of the Steering Committee.
3. To advise State Social Protection Fund during the blueprint of funded component preparation process will take decisions about at least on two possible solutions what will be developed more detailed.



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4. To introduce BC with other country examples (international experience) about state funded pension system.
5. To acquaint BC with other country examples (international experience) about state funded pension system.
6. To take notice of the report of implementation of communication plan of the Twinning project.
7. To consider information on possible availability to prolong the Twinning project.
8. To take notice that project will prepare and submit side letter for involving also experts to participate in mid-term event to present content of blue prints for the funded element and non-state pension institutions.
9. Mid-term event of the project shall be held on 29th of April, 2015.
10. The next Steering Committee meeting shall be held at the premises of the State Social Protection Fund on 30th of April, 2015, at 10:00.