



The Erasmus+ Programme

The Erasmus+ Programme builds on the achievements of more than 25 years of European programmes in the fields of education, training and youth, covering both an intra-European as well as an international cooperation dimension. Erasmus+ is the result of the integration of the following European programmes implemented by the Commission during the period 2007-2013:

The Lifelong Learning Programme

The Youth in Action Programme

The Erasmus Mundus Programme

Tempus

Alfa

EduLink

Programmes of cooperation with industrialised countries in the field of higher education

These programmes have been supporting Actions in the fields of higher education (including its international dimension), vocational education and training, school education, adult education and youth (including its international dimension).

Erasmus+ aims at going beyond these programmes, by promoting synergies and cross-fertilisation throughout the different fields of education, training and youth, removing artificial boundaries between the various Actions and project formats, fostering new ideas, attracting new actors from the world of work and civil society and stimulating new forms of cooperation.

The Erasmus+ Programme among other goals, aims also at promoting equity and inclusion by facilitating the access to participants with disadvantaged backgrounds and fewer opportunities compared to their peers whenever disadvantage limits or prevents participation in transnational activities for reasons such as:

- disability (i.e. participants with special needs): people with mental (intellectual, cognitive, learning), physical, sensory or other disabilities;
- educational difficulties: young people with learning difficulties; early school-leavers; low qualified adults; young people with poor school performance;
- economic obstacles: people with a low standard of living, low income, dependence on social welfare system or homeless; young people in long-term unemployment or poverty; people in debt or with financial problems;

- cultural differences: immigrants or refugees or descendants from immigrant or refugee families; people belonging to a national or ethnic minority; people with linguistic adaptation and cultural inclusion difficulties;
- health problems: people with chronic health problems, severe illnesses or psychiatric conditions;
- social obstacles: people facing discrimination because of gender, age, ethnicity, religion, sexual orientation, disability, etc.; people with limited social skills or anti-social or risky behaviours; people in a precarious situation; (ex-)offenders, (ex-)drug or alcohol abusers; young and/or single parents; orphans;
- geographical obstacles: people from remote or rural areas; people living in small islands or in peripheral regions; people from urban problem zones; people from less serviced areas (limited public transport, poor facilities).



Widht

Women in diaspora communities
as champions of live together

The project

The project "WIDTH Women in Diaspora communities as champions of learning and live togetHer" aims at fostering integration and social inclusion of migrants and other disadvantaged people, especially women, through training in the linguistic, civic and social-working fields thanks to proximity devices, facilitating access and information, in connection with education networks for adults and other territorial institutions. The project also intends to equip teachers with a wealth of innovative tools that promote the design of training activities for disadvantaged people, through guidance and support processes, to promote the development and recognition of adult skills.

Under the framework of WIDTH project, the partnership has developed the "Toolkit for educators of disadvantaged people". The toolkit is a corpus of tools for the realization of language and citizenship paths structured in learning units based on concrete situations, designed for foreigners belonging to particularly weak and low-level groups, starting from the specificity of their needs and with lessons outside and in situation.

The toolkit will be composed of:

- Methodological & pedagogical guidelines
- The European dimension
- Active citizenship
- Job orientation
- Social inclusion in the local community
- Intercultural mediation to support learning paths

The toolkit is translated and adapted to the realities of each partner country – Italy, Spain, Belgium, Finland and Greece. Also, presents the views of the EU in general for this topic. This means, that the toolkit has big transferability potential, as educators from different countries can use it and also promotes the European spirit.

The toolkit is also accompanied from a set of different learning resources, based on the theory presented in the current material. This will make the trainings more interactive and will help the learners to develop their ICT and computer skills.

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The European Dimension

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Partners



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EU's history in a nutshell

The European Union as we know it was established over 60 years ago from visionary politicians of different countries.

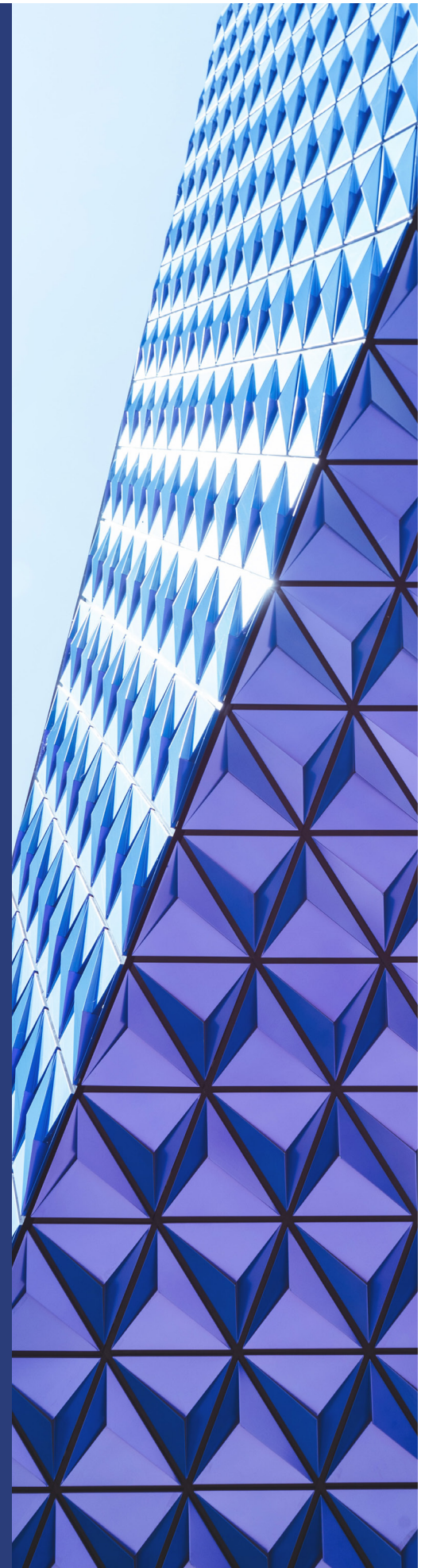
The first step towards the establishment of the EU, was by signing the Treaty of Paris in 1951. By this treaty the **European Coal and Steel Community (ECSC)** was established. The treaty was signed by six different countries – Belgium, West Germany, Luxembourg, France, Italy and the Netherlands.

The second step came just 6 year after the first treaty. This time in Rome. The same countries in March 1957 had signed the Treaty of Rome, through which they had established the **European Economic Community (ECC) and the European Atomic Energy Community (EURATOM)**.

Finally, on the 7th of February 1992 the **Treaty of Maastricht** was signed by 12 different countries - Belgium, Italy, Luxembourg, France, Netherlands, West Germany, Denmark, Ireland, United Kingdom, Greece, Portugal, and Spain. The Treaty of Maastricht was the official establishment of the European Union, based on three pillars:

- The European Communities
- The Common Foreign and Security policy
- The Police and Judicial Cooperation in Criminal Matters

Today, the EU is consisted of 28 countries - Austria, Belgium, Bulgaria, Croatia, Republic of Cyprus, Czech Republic, Denmark, Estonia, Finland, France, Germany, Greece, Hungary, Ireland, Italy, Latvia, Lithuania, Luxembourg, Malta, Netherlands, Poland, Portugal, Romania, Slovakia, Slovenia, Spain, Sweden and the UK. While five counties are waiting to join this European community – Turkey, Albania, North Macedonia, Montenegro and Serbia.



European Citizenship

Being an EU citizen brings to a person many benefits. People that have the EU citizenship can easily travel, work or study in EU countries without having the need to obtain visas. There are many citizen's rights that are coming along with the EU citizenship. All these rights are in detail developed in the **Treaty on the Functioning of the European Union**. Briefly, these rights are:



- ✓ *non-discrimination on the basis of nationality*
- ✓ *move and reside freely within the EU*
- ✓ *vote for and stand as a candidate in European Parliament and municipal elections*
- ✓ *consular protection (help from the embassy or consulate of any other EU country to EU citizens in distress in a country outside the EU where they have no embassy or consulate of their own country)*
- ✓ *petition the European Parliament and complain to the European ombudsman*
- ✓ *contact and receive a response from any EU institution in one of the EU's official languages*
- ✓ *access European Parliament, European Commission and Council documents under certain conditions*
- ✓ *All EU citizens have equal access to the EU Civil Service¹*

Moving and living in EU for EU citizens is an easy process. People that have the EU citizenship they can easily set up a home or business in any country member of the EU.

Also, they have the opportunity to participate in the EU's political life, as they have the right to vote or be candidates for the European elections, representing their home country. Voters and candidates for EU elections follow the same procedure as in the national elections.

Citizens in the EU have the possibility to petition and complain in the case that they do not agree on the way the European Parliament and the European Institutions work. They can petition the European Parliament if they personally do not agree with something or on a matter of public interest. Also, in case that an EU body or institution misconducts they have the possibility to complain, without facing any obstacles.

EU citizens also have consular protection. This means that in case an EU citizen is in a non-EU country, he/she has the opportunity to visit any embassy or consulate of any EU-country (in case there is no embassy/consulate of their national country in the place they are visiting).

1) https://ec.europa.eu/info/policies/justice-and-fundamental-rights/eu-citizenship/eu-citizenship_en

How to get an EU citizenship

In order someone to obtain the EU citizenship, he/she need to fulfill some general and then to fulfill the specific requirements of the country that he/she is applying for citizenship.

Below are listed the general requirements for obtaining an EU citizenship:

1 First it is needed the person to establish residency in an EU country. If someone is a citizen of a third country and wants to obtain an EU citizenship, he/she needs to first become a resident in an EU country. Becoming a citizen in any of the 28 EU-countries will automatically grant him/her with the EU citizenship. Although, each country has its own requirement for acquiring the citizenship. Remember! Not all the countries in Europe are member of the European Union. Moving to Norway, North Macedonia, Serbia, Switzerland, etc. will not help you acquire the EU citizenship.

2 The second step is the person to determine how long he/she has to stay in the desired country in order to get the citizenship. Below, there is a table listing the number of years that each EU country requires from a person of third country to stay within its border in order to get the country's citizenship:

Country	Years	Country	Years
Austria	10	Belgium	3
Bulgaria	5	Croatia	5
Cyprus	8	Czech Republic	5
Denmark	9	Estonia	8
Finland	6	France	5
Germany	8	Greece	7
Hungary	8	Ireland	4
Italy	10	Latvia	5
Lithuania	10	Luxembourg	7
Malta	5	Netherlands	5
Poland	5	Portugal	6
Romania	8	Slovakia	8/10
Slovenia	10	Spain	10
Sweden	5	United Kingdom	5

Source: https://ec.europa.eu/eurostat/statistics-explained/index.php/Glossary:Country_codes

- 3 People who are married to an EU-citizen can get the EU citizenship much easier. They do not get immediately after the marriage, but the number of year that need to be residents in the country is shortened.
- 4 In some countries it is required that the person who applies for citizenship to take a language course and pass a basic language test, on the country's national language. The countries requiring this are: Hungary, Germany, Latvia, Romania & Denmark.
- 5 Finally, persons can check if there is any ancestry connection with the country where they want to obtain the citizenship. Some EU countries allow children, grandchildren and in some cases even great-grandchildren to become citizens of the country, even if they do not live within its borders. Also some countries have specific requirement on when exactly the ancestor has left the country. The EU-countries that issue the citizenship according to ancestry are: Ireland, Italy, Greece, Germany, United Kingdom, Poland and Spain.

The specific requirements for obtaining the citizenship in the countries-partners in this project will be explained in more detail, further in the material.

The EU's immigration and asylum policy in a nutshell

A forward-looking and comprehensive European immigration policy, based on solidarity, is a key objective for the European Union. Immigration policy is intended to establish a balanced approach to dealing with both regular and irregular immigration.

The legal basis of the immigration and asylum policy of the EU can be found in the Chapter 2: Policies on border checks, asylum and immigration of the Treaty on the Functioning of the European Union. The articles 77 to 80 of the same Chapter briefly state the following:

Article 77: Persons (no matter of which nationality) they can cross the internal borders of a country without any restrictions and controls. Persons who cross the external borders should be checked and monitored and an integrated management system of external borders should be integrated. Although, "this Article shall not affect the competence of the Member States concerning the geographical demarcation of their borders, in accordance with international law".

Article 78: According to this article the EU should create asylum for third countries residents, valid in every EU country. Also, to provide subsidiary protection to people of third countries, who are in need of International Protection. The Union needs a common system for those who are temporarily displaced, as well as common procedures for granting asylum or subsidiary protection. The EU needs also to develop criteria in order to define which EU-member country is able to be responsible for considering an application for asylum or subsidiary protection. The European Union develops also standards regarding the conditions of receiving applicants for asylum as well as empowers the partnership and cooperation with third countries in order to manage better the inflows of people who seek asylum and subsidiary or temporary protection.



Article 79: This article aims on the efficient management of the migrant flows, the fair treatment of the third countries residents as well as fighting against illegal immigration and human trafficking. This article briefly states that the EU should undertake measures on the condition of the entry of third-country residents in any EU member state, the visa and residence procedures as well as to define the rights of those people who are legally residing in any EU country and originally coming from a third country. Finally, this article stated that the EU should undertake measures in order to fight against illegal immigration, unauthorized residence as well as human trafficking. "The Union may conclude agreements with third countries for the readmission to their countries of origin or provenance of third-country nationals who do not or who no longer fulfil the conditions for entry, presence or residence in the territory of one of the Member States. The European Parliament and the Council, acting in accordance with the ordinary legislative procedure, may establish measures to provide incentives and support for the action of Member States with a view to promoting the integration of third-country nationals residing legally in their territories, excluding any harmonisation of the laws and regulations of the Member States."

Article 80: This article states, "The policies of the Union set out in this Chapter and their implementation shall be governed by the principle of solidarity and fair sharing of responsibility, including its financial implications, between the Member States. Whenever necessary, the Union acts adopted pursuant to this Chapter shall contain appropriate measures to give effect to this principle."

<https://www.europarl.europa.eu/factsheets/en/sheet/152/immigration-policy>

<https://eur-lex.europa.eu/legal-content/EN/TXT/PDF/?uri=CELEX:12012E/TXT&from=EN>

<https://eur-lex.europa.eu/legal-content/EN/TXT/PDF/?uri=CELEX:12012E/TXT&from=EN> (page 77)

<https://eur-lex.europa.eu/legal-content/EN/TXT/PDF/?uri=CELEX:12012E/TXT&from=EN> (page 78)

Achievements through the last years

Institutional developments from the Treaty of Lisbon

By entering in force in 2009 the Treaty of Lisbon brought many developments to the EU's immigration policy. First, its irregular immigration was considered and added to the policy and the legal basis on legal immigration was improved. Also, measures were on sudden inflow of people from third countries were defined. Also, through this Treaty is clear that the EU shares competence with all EU member states regarding the number of persons entering the country in order to find job. Finally, it was decided that the Court of Justice will have the full jurisdiction power on immigration and asylum matters.



<https://www.europarl.europa.eu/factsheets/en/sheet/152/immigration-policy>



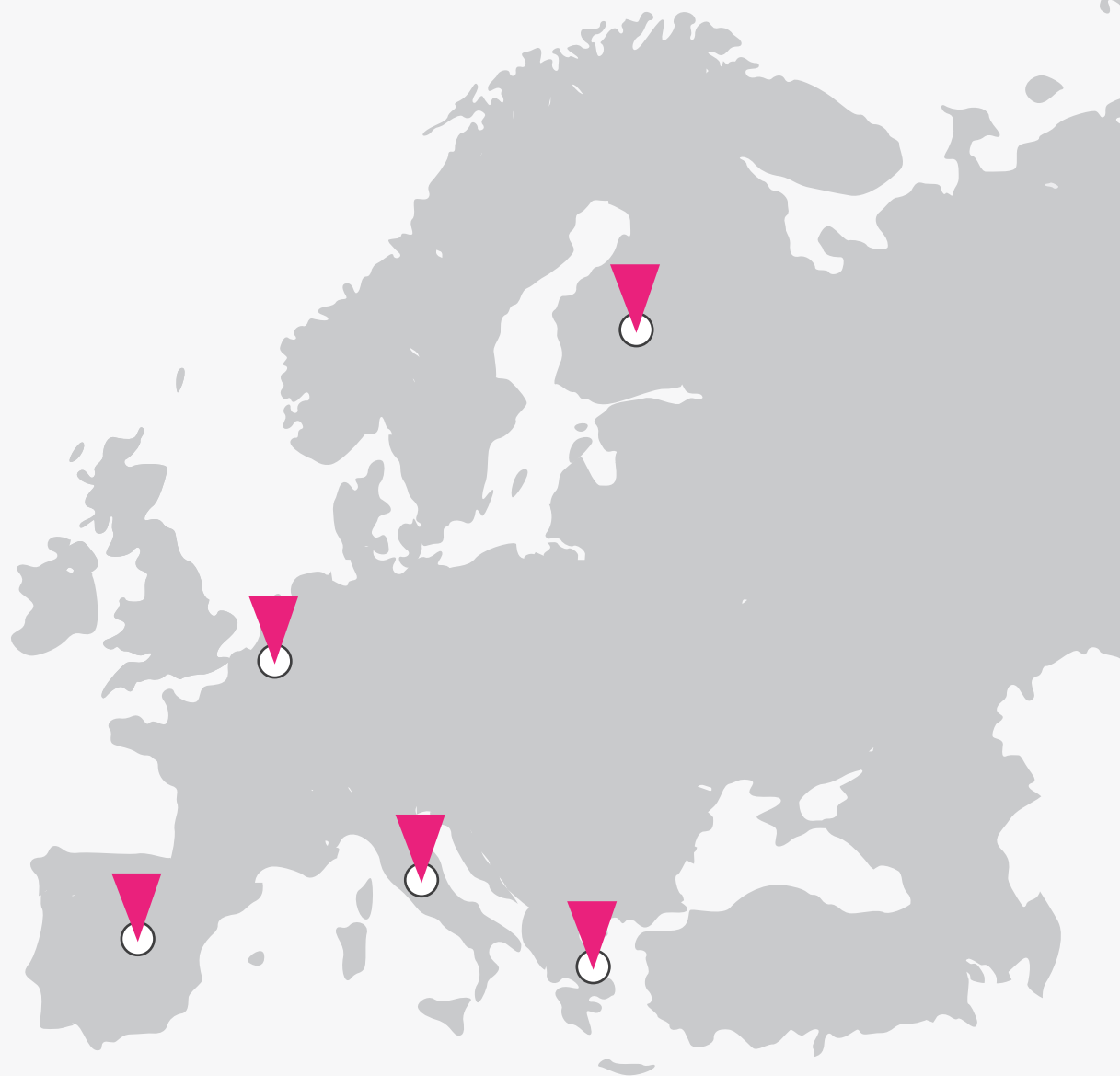
Policy developments

"The '**Global Approach to Migration and Mobility**' (GAMM) adopted by the Commission in 2011 establishes a general framework for the EU's relations with third countries in the field of migration. It is based on four pillars: regular immigration and mobility, irregular immigration and trafficking in human beings, international protection and asylum policy, and maximising the impact of migration and mobility on development. The human rights of migrants are a cross-cutting issue in the context of this approach."

The Commission on March 2014, published the future agenda for the area of freedom, security and justice called "[An open and secure Europe: making it happen](#)". Also, on June 2014 the strategic guidelines for the period 2014-2020 on the legislation regarding the area of freedom, security and justice were defined by the European Council.

The Commission on May 2015 published the "[European Migration Agenda](#)". The Agenda focuses mainly on the migration crisis in the Mediterranean Area and the measures that could be taken in order to cope with this serious issue. The EU-wide relocation and resettlement areas called "Hotspots" (that exist in many Mediterranean countries nowadays) are part of the changes and measures brought by the "European Migration Agenda". The Agenda also proposed also a policy on security in order to prevent human trafficking. Finally, "there are four main strands to the guidelines that the Agenda proposed as regards regular migration policies: revising the Blue Card Directive, attracting innovative entrepreneurs to the EU, developing a more coherent and effective model for regular immigration in the EU by assessing the existing framework, and strengthening cooperation with the key countries of origin, with a view to ensuring legal pathways to the EU while at the same time improving returns of those who have no right to stay."





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Active Citizenship

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Active citizenship

The term active citizenship is used to refer to the involvement of individuals in public life and affairs. People can be active in their communities in different ways. Some people might want to get involved in issues that directly affect their lives and that are important to them, others might want to join causes that have a global impact like environmental sustainability or the fight against poverty. Being an active citizen means being aware of the importance of taking part in government elections, understanding individual rights and duties of citizenship and developing a high level of awareness of collective dimension involved in being a citizen and of collective political and social responsibility.



1. The case of Italy

1.1 The political and voting system of the hosting country

The political and legal system in Italy

As stated in the Article 1 of the Constitution, "Italy is a democratic Republic founded on labour, in which the sovereignty belongs to the people and is exercised by the people in the forms and within the limits of the Constitution". The President of the Republic is the head of State and serves a term of seven years. The President is elected by a college comprising both Chambers of Parliament, together with three representatives from every region. Some of his duties consist in promulgating laws and decrees having the force of law, calling special sessions of Parliament, delaying legislation and authorising the presentation of government bills in Parliament.



There are three branches of power in Italy: executive, legislative, and juridical.

The **executive power** is in the hands of the **Council of the Ministers**, presided over by the President of the Council - more commonly known as the Prime Minister. The ministers are responsible for executing laws and other political decisions.

The **legislative power** belongs to the **Parliament**, whose main job is to make laws. Parliament can also make amendments to the Constitution, and is responsible for reviewing and guiding the Government.

Meanwhile, the **judiciary power** belongs to **judges**, who are responsible for implementing the laws passed by Parliament. They are not elected but are chosen based on exam results and internal commissions, and they serve for life.

The Italian Parliament is made up of two houses which both have equal power: The Chamber of Deputies (or Lower House) and the Senate (Upper House). The Chamber of Deputies has 630 members, and only Italian citizens aged over 25 can stand for election. The Senate has 315 elected members, who must be at least 40 years old to stand. In both cases, members are elected for five-year terms. To create a new law in Italy, a bill needs to be passed by both Houses. They must both agree on all amendments made to the bill - which is one of the reasons bills sometimes end up stuck for years. The Government comprises the President of the Council of Ministers and the various other ministers responsible for particular departments. Each new government must receive a vote of confidence in both Houses of Parliament within 10 days of its appointment. If at any time the government fails to maintain the confidence of either house, it must resign. The Italian judicial system consists of a series of courts and a body of judges who are civil servants. The highest court in the central hierarchy is the Supreme Court of Cassation; it has appellate jurisdiction and gives judgments only on points of law.

Who can vote in Italy?

In Italy there are different types of elections:

National elections elect the 630 members of the Chambers of Deputies and the 315 members of the Senate of the Republic, and take place every five years.

Elections for the European Parliament elect the 73 Italian members of the European Parliament and take place every five years.

Regional elections elect the President of the Regional Committee and the President of the Regional Council, and take place every 5 years.

Local elections elect Mayors, Presidents of Regions and Councillors of local authorities (Municipalities and Regions). The President of the Region and Council members are elected directly by citizens, through a system of proportional representation with a majority prize and take place every 5 years.

Referendums where an entire electorate is invited to vote on a particular proposal.

In Italy, all Italian citizens are entitled to vote and are automatically included in the electoral roll.

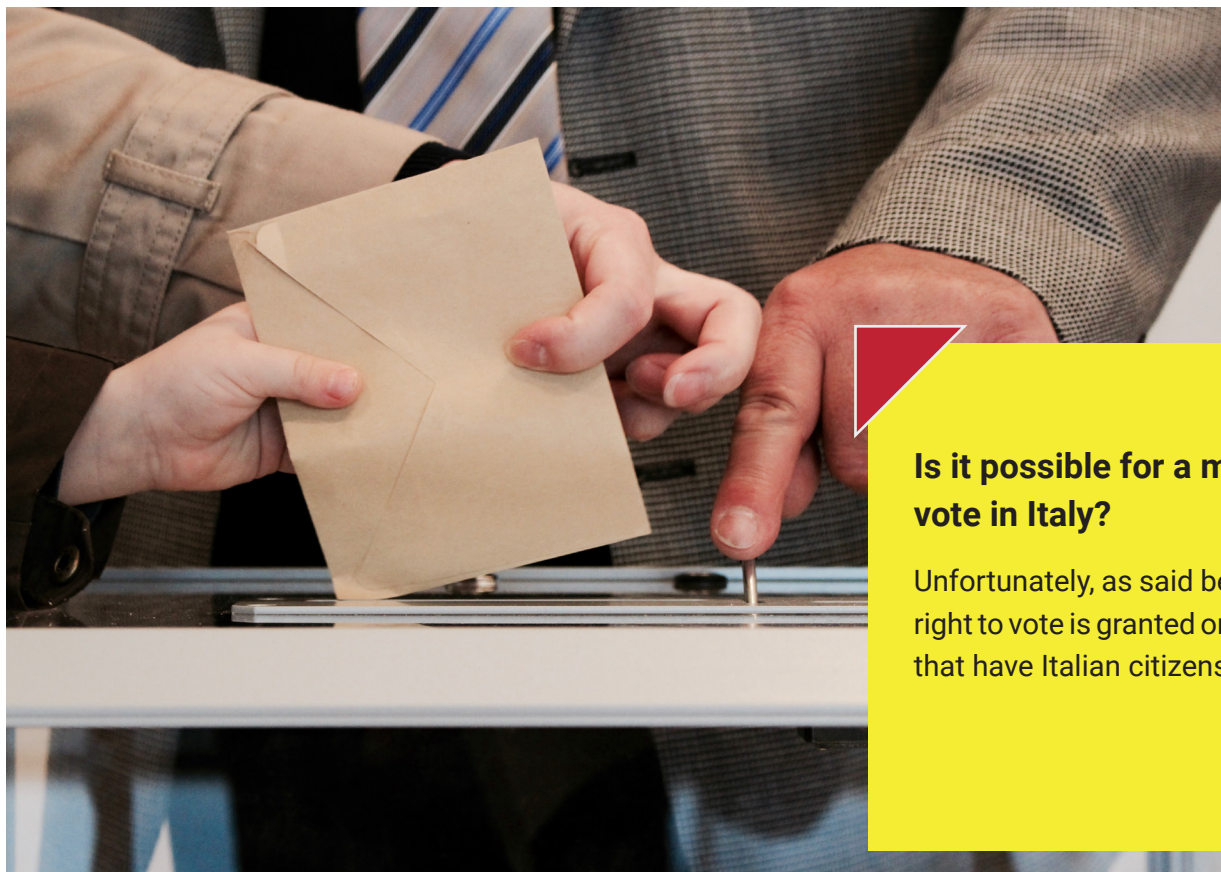
Requirements

- ✓ to be an Italian citizen;
- ✓ to be over the age of 18;
- ✓ for the elections of the Senate, to be over the age of 25.

Votes are personal, equal, free and secret. To vote is considered a civic duty. The right to vote could be revoked for civil incapacity, in consequence of an irrevocable penal sentence, or in cases of moral unworthiness established by law. Italian citizens resident abroad who are over the age of 18 and are registered on AIRE and on the electoral list, can exercise their right to vote in political and European elections, with different procedures depending on the type of election.

Voting process

Local elections often take place in two consecutive days, on Sundays from 7 am to 10 pm and on Monday from 7 am to 3 pm. European Parliament elections usually take place on Sundays only. Since polling stations may vary for each election, you must always check on which days and what time they open and close in your Municipality. If you want to vote, you have to go to the polling station with your voter registration card and a valid ID card. The voter registration card is a permanent document issued by the electoral office (ufficio elettorale) of your Municipality of residence, after registration in the electoral roll. The card is valid until the spaces for certification of voting are completed; therefore, this document must be carefully kept in order to use it every time there is an election. When the voter registration card is complete, a new card must be requested from the Municipality. The voter registration card shows on the first page the number and the address of the polling station where you must go, which is usually the closest to the place of residence. The vote is expressed on a pre-printed sheet, the ballot, using an indelible pencil provided at the polling station. The ballot must be filled in private, inside a special booth where it is forbidden to take in cameras, cell phones or other devices for recording images. The voted ballot has to be folded by the voter inside the booth and delivered closed to the president or vice president of the polling station, who puts it into the ballot box. Along with the ballot, the voter must also hand back the pencil. People with disabilities may be accompanied by another voter in the booth, under the conditions set by law, while people in hospitals may ask to vote in their places of hospitalization.



Is it possible for a migrant to vote in Italy?

Unfortunately, as said before, in Italy the right to vote is granted only to individuals that have Italian citizenship.



1.2 Rights and Responsibilities



The Italian Constitution is based upon the respect of human dignity and inspired by the principles of freedom and equality for anyone living in the Italian territory. The rights and responsibilities of Italian citizens are listed in the Constitution. Special attention should be paid to Article 2, that states as follow:

*"The Republic recognizes and guarantees the **inviolable rights of man**, as an individual, and in the social groups where he expresses his personality, and demands the fulfilment of the intransgressible duties of political, economic, and social solidarity."*

It recognises fundamental rights in the sense that it accepts them as a pre-existing condition and not as something created by the State. The inviolability of rights does not mean that the State cannot in some cases limit these rights, but said limits must be set with legally valid actions. An important aspect is that this recognition is not limited to Italian citizens, but affect all those who deal with our State. In fact, these fundamental human rights are reaffirmed by the Italian laws regulating the legal condition of foreign citizens, and include civil, family, social rights as well as several forms of political consultative participation of foreign citizens lawfully residing in Italy. Therefore, regulations are structured in such a way to be considered an essential tool for favouring foreign citizens' integration, with the aim to guarantee equality.



Rights and responsibilities of an Italian citizen

Right to equality

All citizens have equal social dignity and are equal before the law, without distinction of sex, race, language, religion, political opinions, personal and social conditions.

Right to work

The Republic recognizes the right of all citizens to work and promotes those conditions which will make this right effective. Every citizen has the duty, according to his possibilities and individual choice, to carry out an activity or a function which contributes to the material or spiritual progress of society. No discriminations are allowed regarding the payment based on sex, nationality, religion, political beliefs, etc.

Freedom of thought, belief and religion

Everyone has the right to profess freely his own religious faith in whatever form, individual or associate, to propagate it and to exercise it in private or public cult, provided that the rites are not contrary to morality. All religious confessions are equally free before the law.

Right to liberty and security

Personal liberty is inviolable. No form of detention, inspection or personal search is admitted, nor any other restrictions on personal freedom except by warrant which states the reasons from a judicial authority and only in cases and manner provided for by law.

Freedom of expression

All have the right to express freely their own thought by word, in writing and by all other means of communication. The press cannot be subjected to authorization or censorship. The freedom and secrecy of correspondence and of every other form of communication is inviolable.

Freedom of movement

All citizens may travel or sojourn freely in any part of the national territory, except for general limitations which the law establishes for reasons of health and safety. No restrictions may be made for political reasons. All citizens are free to leave and re-enter the territory of the Republic, provided the legal obligations are fulfilled.

Freedom of assembly

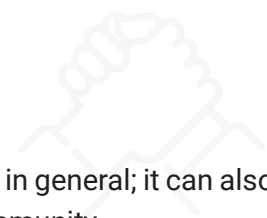
Citizens have the right to assemble peaceably and unarmed. No previous notice is required for meetings, even when in places open to the public. For meetings in public places previous notice must be given to the authorities, who may forbid them only for proven motives of security and public safety. Citizens have the right to form associations freely, without authorization, for ends which are not forbidden to individuals by criminal law.

Right of asylum

Italian laws conform to the generally recognized tenets of international law. The foreigner who is denied in his own country the real exercise of the democratic liberties guaranteed by the Italian Constitution has the right of asylum in the territory of the Republic, in accordance with the conditions established by law. The extradition of a foreigner for political offences is not admitted.

Anyone living in Italy must respect the values on which the Italian society is based, the rights of the others, and the duties of solidarity envisaged by the law.

1.3. Engagement with the community



Volunteering can have a real and valuable positive effect on people, communities and society in general; it can also be a good opportunity for migrants that need to socialise and that want to integrate into community.

Committing to new activities can have several benefits, for example it can help you meet different kinds of people and make new friends that share your interests, it can help you feel part of something and connect to your community, and it can also help you learn new skills, gain experience and, sometimes, even qualifications that can advance your career. Volunteering is also good for your health, in fact it increases self-confidence due to the fact that doing good for others and for the community provides a natural sense of accomplishment. Your role as a volunteer can also give you an identity and new purposes and goals; many people find new meaning and direction in their lives by helping others.

Where to find volunteer opportunities:

Community theaters, museums, and monuments

Libraries

Senior centers and nursing homes

Local animal shelters and rescue organizations

Youth organizations, sports teams, and after-school programs

Places of worship such as churches
joining associations or NGOs.

Some of the most important Italian volunteering associations are:

Telefono azzurro: to defend children's rights.

Banco alimentare: to fight food waste.

Emergency: that provides free medical care to war victims and poor people.

AVIS: that deals with blood donation

In Italy there are also many international NGOs, for example "Medici senza frontiere (Doctors Without Borders)", "Save the Children", "ActionAid", "Greenpeace", "Unicef" and "WWF", as well as different associations whose aim is to protect and help migrants and to promote integration and acceptance like "Naga", "Progetto Arca" and "Fondazione Charlemagne".

Becoming a volunteer is not difficult, even if there isn't a fixed procedure and each association might have different prerequisites. In most of the cases you don't need specific competences or qualifications, everyone can become a volunteer, but sometimes it is required to undertake a training course before becoming part of the association. Once you have chosen the organisation you want to join, you might need to send your application and CV, or a brief description of your interests and your goals. Furthermore volunteering in Italy is favoured and encouraged by the Universal Civil Service (Servizio Civile Universale), that since 2002 offers sectors and activities in which provide service, through assignments related to assistance or social utility or cultural promotion. The UCS is accessible to all citizens between 18 and 28 years old and can be realized both in Italy that abroad.

2. The case of Greece

2.1 The political and voting system of the hosting country

The political system in Greece

Greece is a parliamentary representative democratic republic. The head of the government is the Prime Minister, in a multi-party system. The head of the state is the President of the Republic, who is elected by the parliament every 5 years. The same President cannot be elected more than two times.

The parliament is the supreme democratic body in Greece. It consists of 300 elected Members of Parliament from different parties, as Greece has a multi-party system. The parliament takes decisions by an absolute majority, which means that at least $\frac{1}{4}$ (75/300) of the Members of the Parliament have to be present in the hall.



According to the Greek democratic system, there are three forms of power:

The **legislative power**, whose task is to draft and pass laws. This power is exercised by the parliament who passes the laws and the President of the Republic who signs the laws.

The **Executive power**, whose main task is to govern the state. This is achieved by applying the laws passed by the Parliament. This power is exercised by the President of the Republic and the Government.

The **judiciary power**, whose task is to solve citizens' problems in the courts, in accordance with the laws established by the state. Judicial power is exercised by the courts.

The judiciary power in Greece includes also the courts. The courts are the tool for implementing the judiciary power and are separated in categories, as follows:

- Administrative Court
- Civil courts
- Criminal courts
- Military court, maritime court, and air force court
- Supreme Special Court
- The special court for malicious actions
- The special court responsible for ministers
- The special court for the remuneration of judicial officers

2.2 The electoral system in Greece

Who can vote?

In representative democracies, like in Greece people have the power to rule. This power is given to all people who have Greek citizenship, through the elections. All Greek citizens who are at least 17 years old (or complete 17 years, during the year that the elections take place) have the right to vote. Although, in some cases, citizens are deprived of their electoral rights, due to crimes that have conducted. These crimes are defined by the Criminal & Military Criminal Code. It is obligatory for all Greek citizens to vote. They can vote for the party, which they would like to represent them in the parliament, as well as the Members of the Parliament.

Voting process

The parliamentary elections are realized throughout the whole country at the same time. Elections can be organized only on Sundays (commonly from 6:00 am to 7:00 pm). Voters exercise their voting rights in the municipality in which are registered. Those who are living a different municipality that this that they are registered, can vote in mixed electoral centers. The location of those centers is published 10 days before the elections, the latest.

After voters find their polling stations, they have to go there and show their identity card to the Election Committee. Voters can also find their passport, their driving license or their health insurance booklet. Then the Committee will find the voters' data in the register and provide them with an envelope stamped by the commission and printed ballots of all parties and candidates. The voter has to go in a separate room (commonly a desk covered from all sides, in order no one to be able to see, what the voter chooses) and choose the ballot of the party that he/she chooses. Then he/she has to mark with a cross the representative of the party that wants to be elected as a Member of the Parliament (depending on the region, the voter can choose from 1 to 4 representatives). After this process is completed he/she puts the ballot in the envelope, throws the rest of the ballots, and closes carefully the envelope. He/she exits the separate space (formed just for the electoral process) and puts the envelope into the ballot box, which is sealed by the Election Committee. After he/she leaves the envelope into the box, he/she can take back the ID card and the voting process is successfully completed.

Is it possible for a migrant to vote in Greece?



According to law 3838/2010 par. 14, people coming from third countries can vote only in the elections for local authorities if they fulfill specific requirements.

These requirements are:

1. They are at least 18 years old.

2. They do not have committed any crime that can deprive them of their electoral rights.

3. They belong to one of the following groups of foreigners, that legally live in Greece:

- Holders of a special identity card (issued to people that they have Greek origins) or residence permit as family members of the holder of such a card and have completed five years of continuous and lawful residence in the country since submitting the application for the Card or title respectively.
- Holders of an indefinite or ten-year residence permit.
- Have the status of long-term residents.
- Holders of "Permanent Residence Card", as members of the family of a Greek citizen or citizen of another country of the EU.
- Parents of Greek citizens.
- Political refugees or they are under subsidiary or humanitarian protection.
- Holders of travel documents or special vouchers issued by a national authority in accordance with the provisions of the New York International Convention.
- Holders of residence as citizens with Greek origins and have completed five years of lawful residence in the country, from the day of issue.

Those who belong to the above-mentioned groups, if they want to use their electoral rights, they have to apply for registration form in the special electoral registry in the municipality, where they issued the documents of their residence and where they are residents. If someone, from these groups, has changed the place of residence, has to apply for registration form in the special electoral registry in the municipality he/she currently lives, but only if he/she lives there for at least the last 2 years.

The documents, which need to be shown during the registration, are the following:

- Certified copy of the residence title.
- Certified copy of a passport. Except for those that belong in the three last groups.
- All the necessary documents that certify a 2-year residency in the municipality.
- Criminal record certificate for judicial use

After they are registered, they follow the traditional voting process.

2.3 Rights and responsibilities of a Greek citizen

The Greek Constitution defines several individual rights and responsibilities of a Greek citizen. These are as follows:

Equality

All Greek citizens are equal in front of the law and have equal rights and responsibilities. It is the responsibility of every Greek citizen to contribute to public burdens, depending on their strength. Also, all Greek citizens that have a license to carry weapon, are obligated to defend their country, if it is needed.

Free personality development, personal freedom

Everyone has the right to freely develop his/her personality, to get involved in the social, economic and political life of the country. Also, every person who is in the territory of Greece has full protection of their lives, honor, and freedom, without facing any discrimination due to their nationality, race, language, religion or political beliefs. Personal freedom is inviolable and everyone has the right to protect his/her health and genetic identity. It is obligatory for every person in the territory of Greece to respect the rights of his/her fellow citizens, to respect the State's Constitution and good morals.

Right to information

Everyone has the right to have access to information and participate in the Information Society. Although, this right can be taken by the law if there are suspicions of crime or danger for national security.

Protection of home

The home of every person in the territory of Greece is considered as an asylum. No one can disturb the private and family life of a person. Exceptions are cases of a judicial order.

Personal data protection

Everyone has the right to protection against the collection, processing and use, in particular by electronic means, of his personal data.

Religious freedom

The freedom of religious beliefs is inviolable. Every person can worship and do the rituals of his own religion freely and protected by the State's law. Although, all people have to respect the public order and morality of the country not to try to convince by force other people to follow an exact religion.

Freedom of Press

Anyone can express orally or by writing his/her ideas. The press is acting freely and censorship and the seizure of newspaper and other publications before or after their publishment is prohibited. Although, everyone that says or publishes something has to respect the Christian and all other religions, the president of the state, the public decency as well as the law.

Education, art, science

Education, art, and science are free to develop and promote in Greece. All Greek citizens have the right to free education at all levels in public educational institutions. It is obligatory for all Greeks to study at least 9 years.

Protection of family, marriage, maternity and childhood rights of persons with disabilities

"The family, as well as marriage, motherhood, and childhood are all protected by the State. Large families, war victims, widows and orphans of those who fell in the war, and those suffering from incurable physical or mental illness are entitled to special care by the State. The state takes care of the health of citizens and takes special measures to protect youth, elderly and disabled people. The acquisition of housing by those who are deprived or inadequately housed is the subject of special State care. People with disabilities have the right to enjoy measures ensuring their autonomy, professional integration, and participation in the social, economic and political life of the country."

Work protection

All citizens have the right to work. No discriminations are allowed regarding the payment based on sex, nationality, religion, political beliefs, etc. Forced labor is prohibited and the State is responsible for the social security of the workers.

Protection of the environment

It is the responsibility of all citizens and the State to protect the natural and cultural environment of the country.

2.4 Charter of fundamental rights of the European Union

Principles like dignity, freedom, equality, and democracy can be seen in all EU countries. Since 2009, all EU institutions and national governments (when applying EU laws) rely on the Charter of fundamental rights of the EU. Through this Charter, the European Union recognizes some fundamental human rights:

1. Dignity

- Human dignity
- Right to life
- Right to the integrity of the person
- Prohibition of torture and inhuman or degrading treatment or punishment
- Prohibition of slavery and forced labor

2. Freedoms

- Right to liberty and security
- Respect for private and family life
- Protection of personal data
- Right to marry and right to found a family
- Freedom of thought, conscience, and religion
- Freedom of expression and information
- Freedom of assembly and of association
- Freedom of the arts and sciences
- Right to education
- Freedom to choose an occupation and right to engage in work
- Freedom to conduct a business
- Right to property
- Right to asylum
- Protection in the event of removal, expulsion or extradition

3. Equality

- Equality before the law
- Non-discrimination
- Cultural, religious and linguistic diversity
- Equality between women and men
- The rights of the child
- The rights of the elderly
- Integration of persons with disabilities

4. Solidarity

- Workers' right to information and consultation within the undertaking
- Right of collective bargaining and action
- Right of access to placement services
- Protection in the event of unjustified dismissal
- Fair and just working conditions
- Prohibition of child labor and protection of young people at work
- Family and professional life
- Social security and social assistance
- Health care
- Access to services of general economic interest
- Environmental protection
- Consumer protection

5. Citizen's rights

- Right to vote and to stand as a candidate at elections to the European Parliament
- Right to vote and to stand as a candidate at municipal elections
- Right to good administration
- Right of access to documents
- European Ombudsman
- Right to petition
- Freedom of movement and of residence
- Diplomatic and consular protection

6. Justice

- Right to an effective remedy and to a fair trial
- Presumption of innocence and right of defense
- Principles of legality and proportionality of criminal offenses and penalties
- Right not to be tried or punished twice in criminal proceedings for the same criminal offense"

<https://www.hellenicparliament.gr/Vouli-ton-Ellinon/To-Politevma/Syntagma/article-21/>

2.5 Engagement with the community

Volunteering and social contribution in Greece

In Greece, there are many NGOs offering volunteering positions to people who would like to contribute to society and the environment. The fields, that these NGO's are active, mainly are Environment, Health, Youth & Children Protection, Human Rights, Social Solidarity, Humanitarian Aid, People with Disabilities, Minorities – Refugees – Migrants, Culture & Arts, etc.

According to "Ethelon" , there are several Greek NGOs, which during 2018, provided positions for volunteers. Some of them are:

- **Ithaca**, dealing with social discrimination.
- **Make-A-Wish**, helping children with serious diseases.
- **PRAKSIS**, humanitarian and medical aid.
- **Arktouros (Αρκτούρος)**, wildlife and environment protection.
- **METAdrasi**, immigration, and development

Also, there is a quite big number of international NGOs active in Greece, among them the "Medicins Sans Frontieres", "Actionaid", "Greenpeace" and "WWF".

To become a volunteer is not a complicated process. Anyone can apply for a volunteering position, no matter if he/she is coming from Greece or elsewhere. To become a volunteer you have to communicate with the organization that you want to volunteer for. Most of the time, potential volunteers apply to the organization they are interested in, by submitting their CVs or by giving their personal data and a small description of their interests.

Initiatives of migrants and refugees

The [Greek Forum of Migrants](#) is a network of migrant organizations and communities in Greece. The forum have joined more than 40 different migrant organizations and communities. Their aim is to defend the rights of migrants, equal job opportunities for migrants and their social inclusion. The Greek Forum of Migrants is organizing many different initiatives, aiming to help refugees to engage with the Greek society. Some examples are presented below:

- They have celebrated the World Refugee Day on the 20th of September, by organizing an event, in which participated both Greeks and foreigners. During the event, many migrants and refugees had the opportunity to show their talents and culture, as well as to see the Greek culture presented by the Greek participants in the event.
- They have organized a multicultural festival, in which 10 different communities (among them also Greeks) participated by preparing food and souvenirs from their countries. The participating communities came from Greece, Egypt, Ethiopia, Armenia, Albania, Afghanistan, Georgia, Cyprus, Ukraine, Palestine, Syria and a community from Istanbul.
- In 2017, they had organized an initiative for cleaning a neighborhood in Athens. Many migrants and refugees went voluntarily to remove the rubbish and make the neighborhood to look better. In that way, they had the opportunity to contribute and get engaged in society.

Another initiative started by Greek and migrant volunteers is the [Sunday School of Migrants](#). This school was established by Greek and migrant volunteers and its aim is migrants and refugees that they are working in Greece to have free lessons of Greek language. Also, they offer legal support to migrants and refugees. The lessons are realized only during the weekends and all the teachers and the supporting staff are volunteers. The school is not funded by the state, so it is supported just by the volunteers and the contribution of the society

<https://eur-lex.europa.eu/legal-content/EN/TXT/HTML/?uri=CELEX:12012P/TXT&from=EN>

<http://www.ethelon.org>

<https://bit.ly/2IMRo4x>

<https://bit.ly/2mdFbpH>

<https://bit.ly/2mezO9T>

<https://www.ksm.gr/about/>

3. The case of Spain

3.1. Political and voting system of the hosting country

The right to vote in Spain is universal, free, equal, direct and secret. In the Spanish state, no one can be forced or coerced under any pretext in the exercise of their right to vote, or to reveal their vote. Spaniards of legal age, registered in the Electoral Census, have the right to vote. Those condemned by a final judicial sentence to the main or accessory penalty of deprivation of the right of suffrage during the time of its fulfillment lack the right to vote. Any person may exercise his or her right to vote actively, consciously, freely and voluntarily, whatever their form of communication and with the means of support required.

Elections to the European Parliament

In the elections to the European Parliament, all persons residing in Spain who, without having acquired Spanish nationality, enjoy the right of active suffrage: Have the status of citizens of the European Union; They meet the requirements to be the required voter for the Spaniards; Enjoy the right of active suffrage in the home Member State; Have expressed their willingness to exercise the right to active suffrage in Spain.

Municipal elections

In the municipal elections, foreigners residing in Spain whose respective countries allow the vote to the Spaniards in said elections, under the terms of a Treaty, enjoy the right to vote. Currently, these countries are:

Bolivia; Cape Verde; Chile; Colombia; Korea; Ecuador; Iceland; Norway; New Zealand; Paraguay; Peru; Trinidad and Tobago

Likewise, all persons residing in Spain who, without having acquired Spanish nationality, enjoy the right to vote: Have the status of citizens of the European Union; They meet the requirements to be the required voter for the Spaniards; Have expressed their willingness to exercise the right to active suffrage in Spain.



3.2. Rights and responsibilities

Based on the Spanish Constitution of 1978, Spain constitutes a social and democratic State of Law, which advocates freedom, justice, equality and political pluralism as superior values of its legal system (art. 1.1). Spain is a state where national sovereignty resides in the Spanish people, from which the powers of the State emanate (art. 1.2). The political form of the Spanish State is the parliamentary monarchy (art. 1.3).

The fundamental rights included in the Constitution are: The dignity of the person, the inviolable rights that are inherent to him, the free development of the personality, respect for the law and the rights of others are the foundation of the political order and of peace Social. (article 10). On the other hand, Spain recognizes the norms related to fundamental rights and freedoms that the Constitution recognizes will be interpreted in accordance with the Universal Declaration of Human Rights and international treaties and agreements on the same matters ratified by Spain. Spaniards are considered of age at 18. Spanish are equal before the law, without any discrimination based on birth, race, sex, religion, opinion or any other personal or social condition or circumstance (art. 14).

On the other hand, in Spain there have been different organic laws in this regard: LO 4/2000, on the rights and freedoms of foreigners in Spain and their social integration. The most relevant of it is that it introduced equal treatment between Spanish and foreigners. Since this law came into force, all discriminatory treatment was repealed. Thus, in its third article, it states that "as a general interpretative criterion, foreigners shall be deemed to exercise the rights recognized by this law on equal terms with the Spanish." The previous law was amended by LO 8/2000, of December 22, which meant a return to the regulation of LO 7/1985. To address the criminal issue against foreigners who are not residents in Spain, in the cases in which they commit crimes or so that there is a proper adaptation of civil institutions to the new cultures that are currently living in our country to a better integration of them, addressing the issue of the reform undergone by the Civil Code in matters

of separation and divorce to ensure better protection of women against the problems they suffer with the phenomenon of immigration, the LO was issued 11/2003, of September 29. Currently, and especially since the STS March 20, 2003, for a better adaptation to the current changes in migratory flows, the increase in the number of foreign residents, the constant fight against illegal immigration, the adaptation of the national regulations to that of the European Union on the subject and the establishment of normative instruments so that migratory flows have a better management. It is necessary to take into account a fact, and that is that not all the rights recognized in the Constitution have full recognition for foreigners. We can classify the fundamental rights of recognition to foreigners: personal rights, politicians, education rights and labor and economic-social rights, following LO 4 / 2000.⁷

It is important to be mention that the situation is completely different in the case of irregular migration. One of the measures most criticized by civil society are the CIEs or detention center for foreigners that were created to control migratory flows, try to curb the arrival of immigrants irregularly and expedite returns. Immigrants in irregular situations are placed in these centers, with a view to their expulsion. But, in fact, more than 60% of the people who are admitted do not get expelled. These people who are released are in limbo, have no rights, nor can they be repatriated. This demonstrates the inefficiency of the CIEs and the need for alternative proposals to the internment of people. The trauma caused by such hospitalization and its conditions attest to this. According to the latest CIE Report of the Jesuit Migrant Service Spain, CIEs are being used as a tool in the fight against irregular immigration in the Southern Border. What this situation does is to send a message of control and securitization to the citizens, leaving thousands of people on the road who are subjected to useless suffering. Throughout 2017, 20,672 return orders were issued, of which 5,272 were executed (4,249 due to irregular entry, 1,022 due to a violation of the entry ban and a mandatory replacement exit for expulsion). 8,814 people were admitted to CIE: 7,559 in return procedures (85.76%), 1,203 administrative expulsion

(13.65%) and 57 judicial expulsion (0.65%).

People who enter irregularly in Spain and are not expelled, live or rather live, as we mentioned earlier, in a limbo, without the possibility of regularizing their situation, or working legally in at least three years (social roots). These people receive support and assistance mainly through civil society and church groups. These individuals subsist during this time under great vulnerability. Many of them make a living in the irregular labor market, victims in numerous cases of abuse.

People who reside in Spain irregularly can access the regular stay mainly through social ownership, employment, family roots and residence card for family members of citizens of the Union. Social roots can be requested by demonstrating continued permanence in Spanish territory for a minimum period of three years, presenting a social insertion report, a one-year full-time job offer and the criminal record of the country of origin and not have a criminal record in Spain.

3.3. Governance of Migrant Integration in Spain

Legislation

Foreigners Law

The Law 7/1985 established the rights and freedoms of foreigners for the first time in Spain. The Law 4/2000, the first legislation to comprehensively address the immigration phenomenon in Spain and to introduce provisions related to the social integration of migrants, abrogated it 15 years later. The Laws 8/2000, 14/2003 and 2 /2009 in turn subsequently reformed Law 4/2000. Legal precepts set in the last reform found execution through the Royal Decree 557/2011 that aimed at consolidating the “legal, orderly and job market-related migration” model.

Asylum Law

The Law 5/1984 established the right of asylum in Spain for the first time. It was subsequently modified by the Law 9/1994, which was executed through the Royal Decree 203/1995 establishing rights and conditions for the refugee status. Law 9/1994 was derogated by the Law 12/2009, which represents the current normative frame for international protection in Spain. In 2003, the government approved the Royal Decree 1325/2003, providing for a temporary protection status in case of massive arrivals of displaced persons but the decree has never been implemented.

Integration Law

There is no Integration Law. The organic Law 2/2009 provides a general regulatory framework for integration.

Nationality Law

The Spanish citizenship regime was set by the Law 51/1982. This reform of the civil code established *jus sanguinis* as the core principle ruling the acquisition of nationality and a general requirement of 10 years of residence for naturalisation. It also identified “privileged” groups of foreigners (emigrants and their progenies, citizens of former colonies and Sephardic Jews). This general framework was later modified and complemented by the laws 29/1995, 36/2002, 40/2006, 52/2007, 12/2015 and 19/2015. The 2 last amendments respectively facilitated the naturalisation procedures for Sephardic Jews and introduced language and civic tests.

Anti-discrimination

Article 71 of the Law 4/2000 established the Spanish Observatory of Racism and Xenophobia under the General Secretary of Immigration and Emigration at the Ministry of Employment and Social Security. The Observatory currently has 3 main functions, according to the Royal Decree 703/2017:

1. collect and analyse information on racism and xenophobia
2. promote the principles of equal treatment and non-discrimination, along with the fight against racism and xenophobia
3. Collaborate with different public, private, national and international agents relevant in the prevention of racism and xenophobia.

The Law 62/2003 and the Royal Decree 1262/2007 defined the functions of the present Council for the Elimination of Racial or Ethnic Discrimination, under the Ministry of Health, Social Services and Equality.

Public authorities responsible for the governance of immigrant integration

The main institution responsible for the governance of immigrant integration at national level is the General Secretary of Immigration and Emigration at the Ministry of Labor, Migration and Social Security. Its General Directorate of Integration and Humanitarian Attention is in charge of the functional coordination of relevant actors while, under the latter, the Sub-Directorate for Integration and Institutional Relations develops and manages procedures for the reception and integration of immigrants. The General Secretary closely works with the Permanent Observatory on Migration, which conducts research on migration-related topics.

All the different phases of integration are managed according to a model of multi-level governance that includes:

- The public administration, regional governments (autonomous communities), local entities (town and city councils) and the civil society (trade unions, employers' organisations, NGOs and immigrant associations).

In addition, each autonomous community has its own integration plan, regulating integration policies in its territory.

Civil society and the integration of migrants in the Spanish society

The *Spanish Forum for the Social Integration of Immigrants* is a consultative body of the Ministry of Employment and Social Security that informs and channels actions to promote the participation and integration of immigrants in the Spanish society. Its members are representatives of immigrant associations, social stakeholders and public authorities. They participate in at least one of the 3 commissions of the Forum (Education and social awareness; employment and equal opportunity; multiculturalism and social cohesion).

Civil society actors play a remarkable role in the integration of migrants, beyond the implementation of regional and local policies. They often create their own projects and supply a wide range of services, including legal assistance, language training, health care, after-school programmes, adult education and home rental mediation.

<http://www.foroinmigracion.es/>

3.4 Engagement with the community

Volunteering and social contribution in Spain

In Spain there is a big network of national and international non Governmental organizations (NGOs) that offer volunteering programs. The process to become a volunteer is usually simple and agreed directly between the person and the organization, according to his or her interests and the opportunities that the organization offers. Every person can be a volunteer, regardless their nationality or situation.

According to the Spanish Volunteer Law of 2015, the main sectors to participate in volunteering programs are related to environment, community, Culture, sports, education, international, social, civil protection, socio-sanitary and leisure and free time.

According to the area of interest, there are different organizations (local, national or international) that can be contacted. There is a volunteer platform in Spain (www.plataformavoluntariado.org) that coordinates the promotion of volunteering and solidarity action at the national level, where can be found the different organizations, their main areas of intervention and the volunteering positions they offer.

Right to associate, assembly and manifest in Spain

The right of association (right to create an association or to be part of one) is recognized for all persons in the Universal Declaration of Human Rights and also in the Spanish Constitution. But, the current Immigration Law does not recognize this right to the migrant persons residing illegally in Spain. However, in practice it is not a problem to be part of an association. The rights of assembly and manifestation are also rights contemplated for all persons in the Universal Declaration of Human Rights and in the Spanish Constitution. But, the current Immigration Law does not recognize it to migrants residing illegally in Spain.



4. The case of Finland

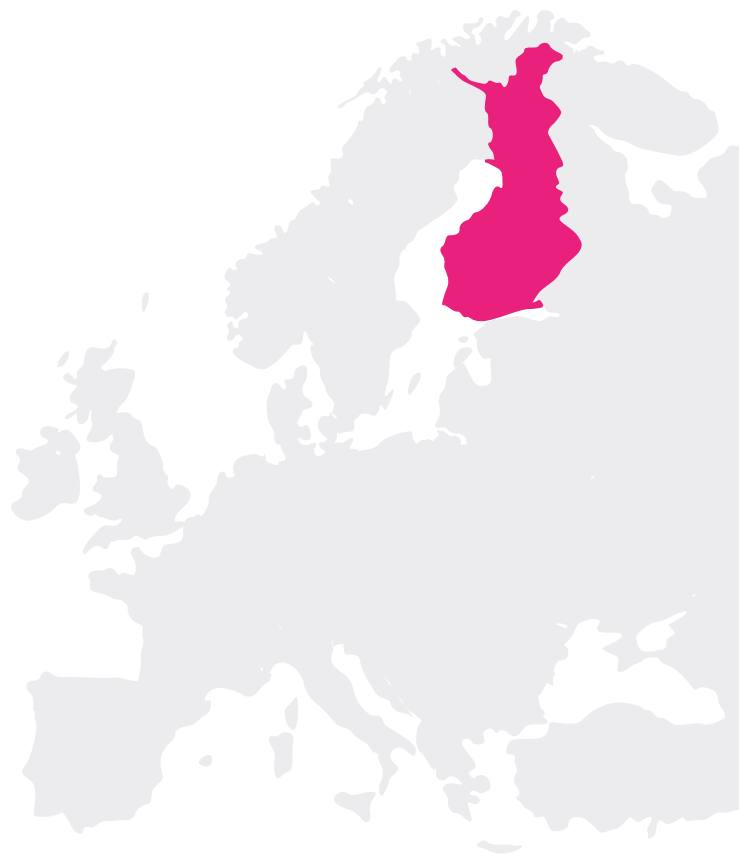
4.1-The political and voting system of the hosting country

Political and Legal System of Finland

Finland is a republic and a parliamentary democracy. The competition among different political parties is the basis for the Finnish political multi-party system, in which the head of the government is the Prime Minister. The Finnish head of state is the President of the Republic, who is appointed by election every six years. The same person cannot be elected as President for more than two consecutive terms.

The parliament includes 200 Members of Parliament. The Members of the Parliament are appointed by election every four years. The legislative power in Finland is exercised by the parliament, which is the most important decision-making body in Finland; it passes laws, debates and approves the national budget, and supervises the way the country is governed. Amending a constitutional law requires two-thirds of the members of the parliament to agree. The Government must have the support of a majority in Parliament, which also elects the Prime Minister.

The judicial powers of Finland are exercised by independent courts of law, with the Supreme Court and the Supreme Administrative Court as the highest instances. Their main task is to solve citizens' problems in accordance with the state laws.



Electoral System and Voting

In representative democracies, the powers of the state are vested in people, who are represented by the parliament. Normally, all Finnish citizens who are at least 18 on the day of the election have the right to vote. However, in municipal elections and European Parliament elections citizens of other countries who reside in Finland also have the right to vote. The following general elections are conducted in Finland: Municipal elections (every four years), Parliamentary elections (every four years), Presidential election (every six years), and European Parliament elections to the European Parliament (every five years).

You have the right to vote in the **municipal elections** if you are

- a citizen of Finland, another EU country, Norway or Iceland and turn 18 on the election day, at the latest. In addition, municipality of residence must be the municipality in question 51 days prior to the election day, at the latest.
 - a citizen of any other country and turn 18 on the election day, at the latest. In addition, municipality of residence must be the municipality in question 51 days prior to the election day, at the latest. You must also have had a municipality of residence in Finland for a continuous period of at least two years.
-

You have the right to vote in the **parliamentary and presidential elections** if you are

- a Finnish citizen and turn 18 on the election day, at the latest. Finnish citizens who live abroad are also entitled to vote.
-

You have the right to vote in the **European Parliament elections** if you are

- a Finnish citizen and turn 18 on the election day, at the latest
- or a citizen of another EU country and turn 18 on the election day, at the latest. In addition, you must have a municipality of residence in Finland 51 days prior to the election day and be registered in the voting register in Finland at least 80 days before the election day.

Eligible voters receive a notification card by post that specifies the advance polling stations and the person's polling station for the election day and tells which municipality or election district's candidates the person is entitled to vote. If you have not received the notification card, you can check with municipality's central election committee whether they can vote. To decide which candidate to vote for, you can for example read about the election, look at candidates' election campaign material, or try an election compass available online.

The parliamentary elections are realized throughout the whole country at the same time. It is possible to vote either (1) in advance or (2) on election day. Voting in advance begins on eleven days before election day and ends in Finland five days before election day. Voting in advance is possible at any advance voting station in your municipality. On election day the polling stations are open between 9 a.m. and 8 p.m. There is at least one polling station in every municipality. You can cast your votes at the polling station stated in the voting register and on the card sent to you before the elections. On the election day the voter needs to go to the polling station they are registered at.

At the polling station, show your valid ID (passport, police-issued ID card, driving license, or Kela card with a photo), get a ballot paper from the clerk, and go to a polling booth. In the polling booth, write the number of the candidate you want to vote for in the circle. It is important not to write anything else or make any other markings on the ballot paper or your vote can be invalidated. After this, fold the ballot paper over and go to the polling clerk, who will stamp the folded ballot paper and show where to place it in the ballot box. Now the voting process is successfully completed

4.2 Rights and responsibilities

Rights and responsibilities of people residing in Finland

Everyone residing in Finland have many statutory rights that protect an individual's right for life and equal treatment. For example, no one can be treated differently based on gender, age, religion or handicap. Everyone has the right to freely express their opinions, choose their place of residence and travel within the country. Everyone has a right to the protection of their privacy, and to choose their own religion. Foreigners who are over 18 and permanently residing in Finland have a right to vote in municipal elections and are also entitled to stand in the municipal elections. EU citizens with a municipality of residence in Finland can vote in the European Parliament elections in Finland if they have been registered in the voting register.

All people residing in Finland also responsibilities and are also obliged to adhere to Finnish legislation. People between 7-17 years of age have an obligation for compulsory education. People working in Finland must usually pay taxes to Finland from their salary. Everyone is obligated to testify in court if they are called to do so and lend their aid in the event of an accident. All parents have the responsibility to take care of their children.

Rights and responsibilities of a Citizen of Finland

Citizens of foreign countries, who are permanently residing in Finland, may apply for Finnish citizenship from the Finnish Immigration Service. Obtaining citizenship has a significant effect on the legal status of the individual. A citizen of Finland has all the rights and obligations of a full member of a society. A reliable establishment of the applicant's identity is a basic requirement for the acquisition of Finnish citizenship.

Finnish citizenship entails a number of rights and obligations , such as the right to obtain a Finnish passport, to arrive in Finland and refuse extradition to another country, to vote in presidential elections, to stand in parliamentary elections to freely travel and work within the EU and the right to vote and stand in EU elections. The obligations of Finnish citizen to participate in national defense or assist in the cause. Compulsory conscription applies to all men over 18 years of age. A Finnish citizen has the responsibility to follow Finnish laws even when outside Finland and can also be convicted in Finland for an offence committed abroad.

<https://www.infofinland.fi/en/information-about-finland/finnish-society/legislation-and-rights>

<https://www.infofinland.fi/en/living-in-finland/settling-in-finland/finnish-citizenship/the-rights-and-obligations-of-finnish-citizens>

4.3 Engagement with the community

Volunteering is a valuable way to contribute to the community and can be very beneficial in terms of connections, wellbeing, and developing skills, for the volunteer. By volunteering, it is possible to bring personal contribution for causes that are important for individuals as well as the society. Volunteers do not need specific skills, but it is also possible to utilize the skills one may already have. Volunteers make new social connections, learn new skills and gain experience.

According to citizen forum , there are many organizations that offer volunteering opportunities in Finland. The following examples are some of the causes and organizations you can volunteer for:

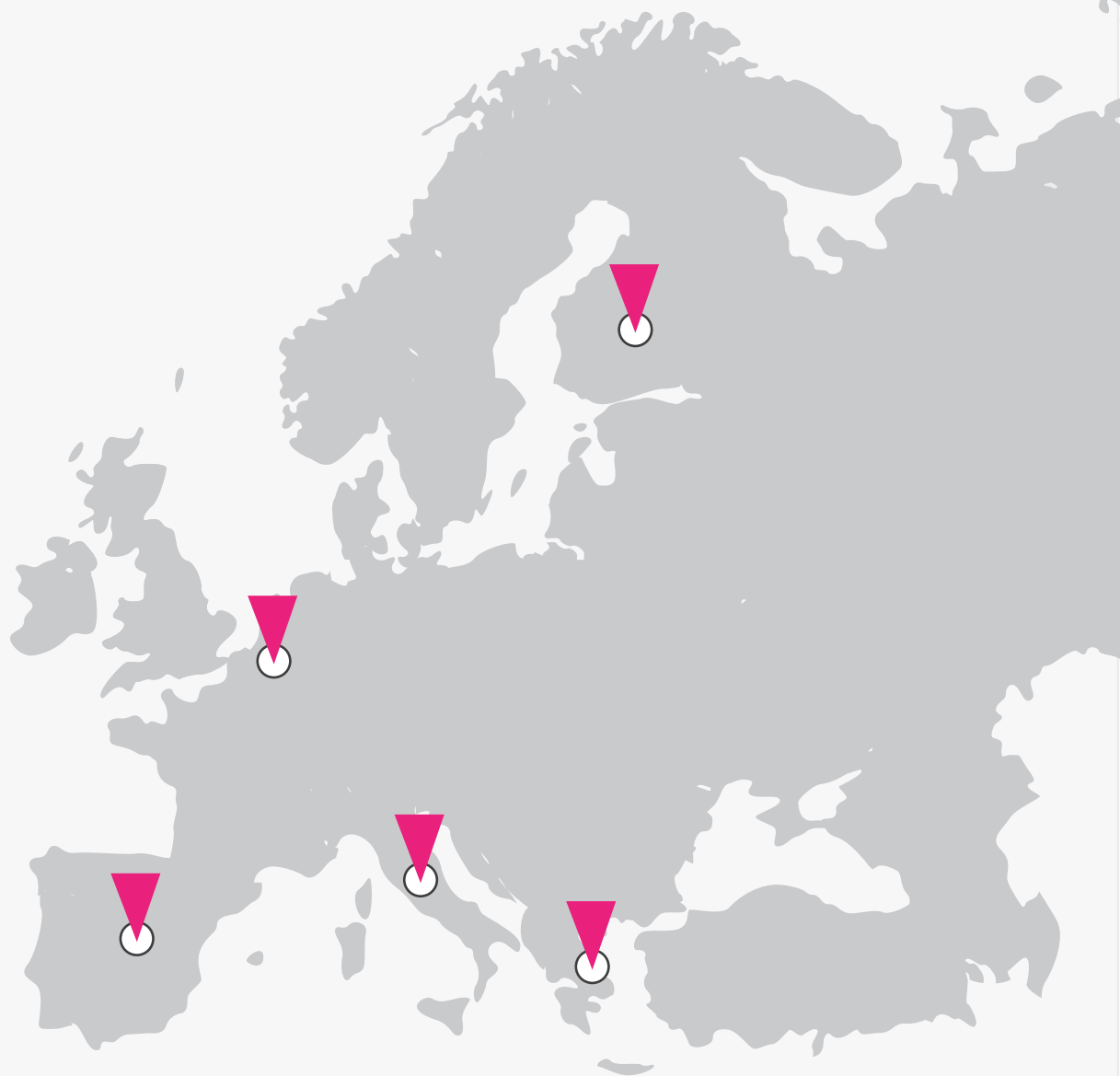
- Mental health (e.g. Finnish Association for Mental Health)
- Women and Children (e.g. Federation of Mother and Child Homes and Shelters)
- Elderly Services (e.g. Seniorisäätiö)
- Help in catastrophes of accidents, and reception of asylum seekers (e.g. Finnish Red Cross)
- Refugee and migration issues (e.g. The Refugee Council)
- Recycling and Environment (e.g. Reuse Centre)
- Community wellbeing (e.g. different municipal social services and health care, volunteer work with elderly and with youth work)

Everyone can apply for a volunteering position. You can start by thinking about how you would like to help, what kind of skills you could use or what kind of skills you would like to gain. You can look online for different organizations to find the cause you would be interested in or start by finding the kind of volunteering opportunities there are near you on vapaaehtoistyö.fi (only in Finnish).

When you know where you would like to volunteer, you need to contact the organization you want to volunteer for. Often, you can apply online by submitting your CV, a short motivational letter describing their interests, and by giving personal contact information.

In addition to volunteering, many can find it easier to engage with the local community by attending different social clubs and associations, such as sports clubs or cultural associations. There are also many that are founded by immigrants.

<http://www.kansalaisareena.fi/citizen-forum-finland/volunteering/>



Widht

Women in diaspora communities
as champions of live togrther



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Job Orientation

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Partners



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Job Orientation

Immigrant's employment prospects depend on both their underlying levels of education and technical skills as well as their ability to communicate as needed in the host-country language, but it's also important that they understand their rights and duties and how the labour market works in the host country.



1. The case of Italy

1.1. Competent labor bodies & legal framework

Important public bodies

In Italy the **Ministry of Labour and Social Policies** (Ministero del lavoro e delle politiche sociali) is responsible for the policies concerning employment, labor protection, the adequacy of social security system and social policy; its main aim is preventing and reducing people's needs and distress. It is led by the Minister of Labour, currently Nunzia Catalfo. The National Labour Inspectorate (Ispettorato del lavoro) depends on the Ministry of Labour and Social Policy. Its structure includes an authority at the central level, a regional labour directorate (Direzione Regionale del Lavoro: DRL) for each region and a provincial labour directorate (Direzione Provinciale del Lavoro: DPL) for each province. The NLI operates throughout the national territory and is now the only inspection body entrusted with the task of verifying employers' compliance with employment laws and rules governing social security charges and mandatory insurance premiums. Italian employment law comes from different sources:

- international treaties and European sources;
- the Italian Constitution, domestic law and the Italian Civil Code;
- collective bargaining agreements and individual employment agreements;
- customs and practices.



Labour Legislation in Italy

Workers can be classified in the following main categories:

"employees" who traditionally benefit from the strongest protections under employment law;

"self-employees" who have been granted specific protections by Law No. 81/2017.

There are many articles of the Italian Constitution (published in the Official Journal n. 298 of December 27, 1947) which, directly or indirectly, sanction citizens' right to work, including art.1, which states that "Italy is a democratic republic founded on work" and art. 4 which establishes "The Republic recognizes the right to work for all citizens and promotes the conditions that make this right effective. Every citizen has the duty to carry out, according to his / her own possibilities and choice, an activity or a function that contributes to the material or spiritual progress of society ". Work is therefore the basis for the democratic

development of our society and is configured as right and duty of every citizen. Another article to mention is art. 39 which establishes the free organization of Unions as a means of protecting workers. Unions are associations of workers or employers aimed at protecting their respective professional interests, first of all regulating relations between workers and employers. The employment relationship is therefore regulated by a very complex regulation, made up of laws and union agreements.

Employment contracts

Under Italian law there is legal requirement to execute employment contracts in writing for these to be considered valid. Employment contracts regulate the main aspects of the working relationship between employer and employee including job title, salary, responsibilities and duties, entitlement to sick pay and holidays, and applicable probationary and notice periods. Employment contracts are required by law for each member of staff employed. The two main types of labor contracts are:

1. temporary employment contracts (contratto a termine and contratto a tempo determinato),
2. permanent employment contract (contratto a tempo indeterminato)

Moreover there are:

Part-time contracts: Part-time employment contracts must be in writing and specify the hours of work (e.g. by day, week, month and year). Pay and other entitlements of part-time employees are normally pro-rated to those applicable to full-timers in the same job entitlement.

"On call" Jobs (Lavoro a chiamata o intermittente): On call job contracts provide that an employee declares his/her availability to work over a certain period of time, during which he/she can be called in even for a few days only with short-term notice. The individual contract may provide that the employee is bound to work if called by the employer.

Apprenticeship (Apprendistato): Apprenticeship is an open-end contract with a vocational training content. The employer can hire apprentices within certain quantitative thresholds depending on the number of employees hired and is required to ensure that the apprentice acquires professional skills and qualification.

Temporary Agencies Contracts (Contratto di somministrazione di lavoro): Temporary contracts, on fixed-term or open end basis, can only be agreed with qualified employment agencies. Workers must benefit from the same legal and economic conditions available to employees of the user company.

Duties

There are many legal duties deriving from law and governing the employment relationship, even if they are not expressly referred to by individual parties, such as: anti-discrimination duties upon the employer, the employer's duty to perform the contract in fairness and good faith, and the duty of the employees to observe the maximum care and loyalty towards their employer.

Working hours

In Italy working hours cannot exceed 40 hours per week. The parties can agree to exceed this limit, but they cannot exceed 48 working hours as provided by law. The employer must pay an extra indemnity, the rate of which is set by the Collective Bargaining Agreement.

Annual holidays

Under Italian law, employees are entitled to four weeks' paid vacation per year, to be taken as follows: two weeks are to be used over the year during which they are accrued, while the remaining two weeks may be used in the 18 months running from the end of the reference year. Annual leave is to be actually used by employees; therefore, payment by the employer of the relevant indemnity in lieu is not allowed, unless the employment relationship terminates. Moreover employees are entitled to the following bank holidays: New Year's Eve (1 January), Epiphany (6 January), Easter Sunday and Monday, Liberation Day (25 April), Workers' Day (1 May), National Day (2 June), Feast of Assumption (15 August), All Saints' Day (1 November), Immaculate Conception (8 December), Christmas (25 December), St Stephen's Day (26 December).

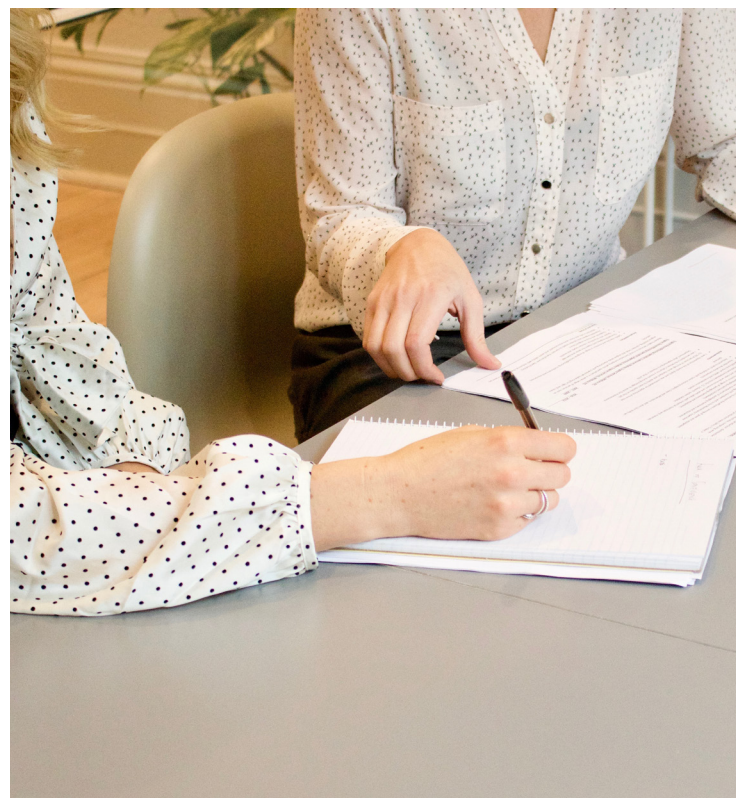
Salary

There is no minimum wage established by Italian law. Article 36, paragraph 1 of the Constitution, however, establishes that the worker must be remunerated in proportion to the work done and sufficiently to be able to have a "free and dignified existence".

In any case, each employer must respect the minimum wages, described by the National Collective Agreement of the reference sector based on the role and experience of its employees.

Non-discrimination and equality at work

The Italian Constitution guarantees equal treatment of all citizens and expressly forbids any kind of discrimination based on birth, race, gender, religion, ideology or any other personal or social circumstance. Also The Workers' Statute (Law No. 300/1970) prohibits employment discrimination on the grounds of sex, political opinion, union-related activity, religion, race, language, disability, age, sexual orientation or personal beliefs. Further, direct and indirect discrimination are prohibited.



Required documents to work in Italy

The documents that a person from a third country (country outside EU) need in order to apply for a job in Italy are:

a valid passport

an entry visa: to enter Italy, you require an entry visa if you're not a citizen of an EU member state. The visa indicates both the reason and the duration of a person's stay in Italy.

a residence permit: after eight days' residence in Italy at the very latest, a non EU citizen has to apply for a residence permit in accordance with the purpose indicated in his or her visa.

a work permit: Italy grants equal rights within the Italian job market to all persons who do not have the citizenship of either Italy or a different EU member state. To receive a work permit, a person needs to produce a residence permit, which indicates the specific purpose of his or her stay, at the local Labor Office. A work permit allows a foreign jobseeker to accept all kinds of labor contracts, to register at the Italian Board of Trade or to join an Italian trade union

Moreover job seekers in Italy should register at the nearest employment office. You can register without being a resident, but require a permit to stay and a workers' registration card (libretto di lavoro). Employment offices provide information about registration, unemployment cards, residency, apprenticeships, public bodies, and benefit applications and payments. They organise seminars about job hunting and have trained counsellors to help you find an appropriate job.

1.2 Job market and workplace culture

The job market in Italy

According to the Excelsior Information System, that is one of the Italian main sources of information on labour market forecast, the sectors that will provide more job opportunities from 2019 to 2023 are:

- **Health and wellness**
- **Education and culture**
- **ICT sector (Information and Communications Technology), Mechanical engineering and Robotics**
- **Energy and Green economy**
- **Mobility and Logistics**

The Italian job market and the migrants

According to the annual report on foreigners in the Italian labour market produced by the Italian Ministry of Labour, “over the last few years, the foreign component in the labour market has become key in the Italian economy, not only because of the importance that foreign workers have had and continue to have in the performance of specific tasks, but also by virtue of the compensatory effect they have determined (Italian Ministry of Labour report 2018: 2-3).” The importance of foreign workers is evident in various economic domains; migrant workforce is particularly concentrated in low-wage service segments such as the domestic and care sectors, the hotel and restaurant sectors, agriculture, construction, manufacturing, small-scale urban services and commerce. Foreign workers are overwhelmingly employed as employees in someone else’s company, and generally concentrated in low-skilled jobs – more than 70% are hired as manual workers.



Searching and applying for a job in Italy

There are different tools that can be used to look for job advertisements:

- ✓ people can look at the **job openings on the companies’ websites**. Usually there are open positions candidates can apply to, sending their resumè and filling some forms, otherwise, if currently there aren’t vacancies in the position they are interested in, they can also send an unsolicited application, that will be saved in the company’s database.
- ✓ they can search for **job posting on job search websites**. In Italy the most common are Subito, Kijiji, Bakeca, Infojobs. They are really easy to use, candidates can find job offers using keywords, and can apply filters concerning the place and the category of the job they are looking for. In most cases when they register on the site, they have to add personal information, work experiences and upload their resumè, so that they don’t need to do it each time they want to apply for a job.
- ✓ they can enroll in **job placement companies** that create databases with the resumes of all the members and, according to the partner companies’ vacancies, select the ones that fulfill the requirements. They act like bridges between employers and employees, but sometimes they require a registration fee or withhold a percentage from the salary.
- ✓ they can use **social media** to look for positions and to promote themselves. Usually companies use the platform to collect information on the job applicants before inviting them in for an interview, to verify the experiences on the resumes, to check out knowledge and attitudes expressed publicly, and to evaluate communications skills. In particular, Twitter and Instagram help recruiters have a more clear idea of who they are and what they have done in their life.

LinkedIn is particularly useful when job searching, it is a tool that can be used to enhance professional networking and job seeking activities. Facebook can also be useful, in particular because there are several groups aimed at helping people find a job or helping employers find possible candidates.

- ✓ they can also attend **job-fairs** to meet people that work in the job field they are interested in and to gain a better understanding of what employment opportunities are available to them.

Usually, after selecting the most suitable CVs, the company will arrange a face to face interview with the candidates, and will ask them questions about their education, previous work experiences, hobbies and interest. Sometimes, as part of the recruitment process, the employer might ask them to do a work trial.

Workplace culture

In Italy there are some values that are highly valued like punctuality and flexibility. People that can guarantee their availability during the weekend and that can work overtime might have more possibilities to be hired. Social relationships are very important inside and outside the workplace in fact, as an occasion to socialise, it is customary to organise meetings, dinners or to have coffee together. Having a good relationship with the coworkers can improve productivity and can create a more positive work environment. In big companies there is a more rigorous hierarchy, and usually employees are called by their surnames, instead sometimes in small companies there is a more informal approach, but in both cases it's important to be respectful, to work hard and to perform your tasks.



2. The case of Greece

2.1. Competent labor bodies & legal framework

The labor law in Greece

Labor law is the set of rules of law that govern the relationships between the employers and employees and are regulating their rights and obligations. Sources of labor law are the Constitution, the Civil Code, laws, international employment contracts, customs, collective labor agreements, etc. The Ministry of Employment and Social Protection in Greece is entrusted with the implementation of the labor law in the country.



Contracts of employment

By signing, a contract of employment the employee agrees to offer his/her services to the employer and get paid for that. The contract can be active for a specific period or for a non-specified period.

The contract must include the following data:

- Employer's data
- Employee's data
- Weekly working hours, the daily working hours and the working days of the week
- The way and the amount of payment
- any conditions for amending the contract

Salary

The minimal salary in Greece is 650 euros per month for people without any experience. For those who have 3 years of experience, the minimal salary is 714.96 euros per month. For people with 6 years of experience, the minimal salary is 779.95 euros per month and the minimum salary for those with more than 9 years of experience reaches 844.95 euros per month.

The employer has to give the salary to the employee regularly and always following the contract of employment. The salary can be paid to the employee every week, every 15 days, each month, etc. The salary must be always be given to the employee during the working hours.

Working hours

Since 1984, the maximum working hour per week in Greece is 40 hours, for 5 days working week. This means that someone can work for 8 hours per day, 5 days per week, maximum.

Holidays

Holidays in Greece are separated into three categories – mandatory public holidays, optional public holidays and custom holidays.

1. Mandatory public holidays:

- 25th of March
- Monday after Easter Sunday
- 15th of August (Assumption of Mary)
- 25th of December (Christmas)

2. Optional public holidays:

- 28th of October
- 1st of May

3. Custom holidays:

- New year
- 6th of January (Epiphany)
- Ash (Clean) Monday
- Good Friday (Friday before Easter)
- Holy Spirit (7 weeks after Easter – Always on Monday)
- 26th of December (Day after Christmas)
- Big local celebrations

Saturdays and Sundays are not working days. Although, in some cases, people have to work on these days (especially in the tourism & hospitality sectors). In these cases, the wage for Saturdays has to be increased by 30% of the regular wage and on Sundays by 75% of the regular wage.

Annual Leaves

All employees who are contracted or employed for a fixed or indefinite period are entitled to annual leave with pay from the employer. This permit shall be granted by the employer on a pro rata basis (percentage) on the basis of the length of time that the employee has been employed by that employer.

The number of days that an employee can use as paid annual leave can be calculated as follows:

Paid annual leave = 20 (working days per month)/12 (months per year) x months working for a certain employer

Competent bodies

The ultimate responsible body for labor and employability in Greece is the **Ministry of Labor and Social Affairs**. The ministry is responsible for the implementation of the labor law and represents Greece in the International Labor Organization.

Other important labor bodies in Greece are:

-The **Labor Force Employment Organization (gr. OAEA)** is a Greek public body established in 1969. Its main objectives are to promote employment, secure the unemployed and protect the family and motherhood. At the local level, employment and insurance services are provided by the OAEA Employment Promotion Centers. It also provides Vocational Education and Training through the Professional Schools that work under the direction of OAEA.

- The **National Institute of Labor and Human Resources (gr. EIEAA)** is a public body that supports the action and policies of the Ministry of Labor and Social Affairs in national and regional levels, by using several methods, tools, and techniques. Also, promotes the Vocational

Education & Training.

-The **Labor Inspectorate (gr. ΣΕΠΕ)** is a service connected with the Ministry of Labor and Social Affairs, established in 1999. Its mission is to supervise and control the application of labor law provisions. To investigate, discover and prosecute cases of breach of labor law and illegal employment, as well as to research into workers' insurance coverage. To provide information and suggestions for the effective implementation of labor law provisions.

Which are the necessary documents that a migrant needs in order to get job permission in Greece:

People coming from third countries (countries outside the EU) in order to get job permission in Greece, need to submit in the Labor Directorate of the Municipality they are residents, the following documents:

- *"Application for a residence permit.*
- *Exact photocopy of a valid passport or travel document recognized by our country and two (2) recent color photographs in physical form, the technical specifications of which are the same as those of passports, as they apply, as well as in digital format in visual form JPEG2000 graphics storage (CD).*
- *National Entry Visa*
- *Electronic Fee*
- *A certificate that an application has been made to the relevant insurance institution (IKA-OGA) to cover the costs of hospitalization, medical and occupational accident insurance or private insurance policy where permitted by applicable law.*
- *A certified copy of a subordinate employment contract with the authenticity of the employer's signature certified by a public service."*

<http://immigration.gov.gr/ergazomenoi-me-exartemenei-ergasia>

2.2. Job market and workplace culture

The job market in Greece

According to the annual report of the National Institute of Labor and Human Resources for the labor market in Greece, the 10 of the most popular labor sectors in Greece are as follows:

- | | |
|--|--|
| - Restaurants and mobile catering activities | - Retail sale of information and communication equipment |
| - Providing services to the community | - Higher education |
| - Retail sale of home appliances in specialized stores | - Wired telecommunications activities |
| - Cultivation of non-perennial plants | - Activities of medical and dental professions |
| - Hotels and similar accommodation | - Electrical, plumbing and other construction |

<https://lmd.eiead.gr/%CE%B5%CF%84%CE%AE%CF%83%CE%B9%CE%B1-%CE%AD%CE%BA%CE%B8%CE%B5%CF%83%CE%B7-2019>

The Greek job market and the migrants

According to the Annual Report about work and employment in Greece of the National Institute of Labor and Human Resources most of the migrant workers in Greece are occupied in the private sector, more specifically they are having jobs in the sector of manual labour (agriculture, industry workers, etc.). According to the same report, 11.1% (data from 2011) of the economically active population in Greece were migrants. It has been observed that there is a separation on the job market of migrants, regarding their gender. For example, men are occupied mostly in the sector of agriculture and industries, while women are doing jobs connected with the household (cleaning, babysitting, care of elders, etc.). It is also important to mention that from the overall number of the employed migrants in Greece, 85.1% of them are hired employees, 11.2% of them are self-employed and just 1.6% of the economically active migrant work as employers.

Searching and applying for a job in Greece

In Greece there both offline and online ways to search and apply for a job position. The most popular offline way to search for a job is through newspapers. Every newspaper in Greece has a separate section, where employers can publish free positions in their companies. In these publications are indicated the telephone number, the e-mail or the address (or all of them) of the employer. The person interested in the job position can either send his/her CV via e-mail or make a phone call to the employer to arrange an interview or to go directly to the address indicated to leave his/her CV. The job interviews in Greece are mostly realized face to face on the premises of the company you are applying for.

There are also several web pages and applications (like LinkedIn), where a person can search for a job. In these cases, most of the time an e-mail is indicated in order to contact the potential employer. The person interested can send his/her CV via e-mail and if the employer is interested he/she will contact the person applied and arrange a face to face interview.

Another way to search for a job in Greece is with the

help of a job advisor from the Labor Force Employment Organization (OAEΔ). The advisor will help for free the person to search for a job and also he/she will inform him/her about the free job positions.

Workplace culture

Greeks are known for their hospitality and their close personal relations. This is also applied in the workplace. Greeks most of the times do not like communicating through the phone or e-mail. Most probably they will arrange a meeting face to face with the person interested in the job. During the first meetings, a formal handshake will be enough. However, when you get to know each other better the most popular way of greeting is a kiss on both cheeks. When you work in a Greek company it is very important to have good relations with your coworkers. A way to achieve this is during lunch and coffee breaks. It is the time of the day when you can socially interact with your colleagues and have a more personal relationship with them. Although, during business meetings you should maintain your professional and formal attitude.

Greeks are also known for their unpunctuality. This is not applied in the workplace. You should not be late if you don't want to give the wrong impression to your boss and your colleagues. Although, if you arrange a personal appointment with a Greek person, be sure that you'll have to wait if you will be on time.

Greeks stick to the hierarchy in the workplace. Job positions are clearly defined and everyone has his/her own tasks to complete. The seriousness of the positions is defined according to the importance of the tasks and the amount of the responsibilities a person undertakes.

*Annual Report about work and employment in Greece”,
National Institute of Labor and Human Resources, 2017*

3. The case of Spain

3.1 Competent labor bodies & legal framework

Labor Law in Spain

In Spain, the relationship between employee and employer is defined by the Spanish Work Code – *Código de Trabajo de España* – which is a law that applies throughout the country. It lays out the basic principles that must rule that relationship.

Besides this Work Code, there is usually a more detailed regulation specific to each sector or activity. This specific regulation is named Collective Bargaining – *Convenio Colectivo*.

Competent labor bodies

At a national level, the Ministry of Labour, Migrations & Social Security of Spain is the current department with competences in labor relations, employment and Social Security, as well as the development of the Government's migration policy.

As the competences related to employment services are transferred to each Autonomous Community, regional governments have their own labor bodies. In the case of the Autonomous Community of Aragon, there is the Aragonese Employment Institute (Instituto aragonés de Empleo - INAEM) which is the Public Employment Service from the Government of Aragon, to carry out labor intermediation and the implementation of employment policies. The functions transferred to this regional labor body, are the ones that the Autonomous Community has assumed, related to the execution of the labor legislation and vocational training. For jobseekers, INAEM offers Professional Orientation and Insertion Services, professional training courses and labor advice services.



How to get Job permission in Spain

The process to get the legal working conditions depends on the nationality of the person to be employed.

Citizens coming from the European Union do not need a special permit to work in Spain; they would only need to get the NIE (Foreigner Identity Number) and a social security identification number.

For non-European citizens, a residence permit and a work permit are required.

Residence permit: it authorizes the foreign national to remain in Spain for a period between 90 days and 5 years.

Temporary residence for family reunification: Foreign nationals residing lawfully in Spain may regroup family members who are in their countries of origin.

Temporary residence permits due to exceptional circumstances: Residence permits due to exceptional circumstances allow foreign nationals who are residing in Spain unlawfully to obtain a residence permit without having to travel to apply for a visa. The most common cases are when evidence of social integration can be shown, following three years of continued stay in Spain and the receipt of an employment contract. Other routes are labour integration, family integration, need for international protection (asylum or refuge), humanitarian reasons, and collaboration with administrative or judicial authorities.

Work permits: There are different types of work permits depending on the type of work to be performed: employed by someone else or self-employment. In both cases, it will be for a specific geographical area and occupation, valid for one year with the possibility to be extended. Work permits are not always granted (For instance, it would be unlikely to get a work permit for a job that could be easily done by a Spanish applicant).

The renewal of a residence or work permit allows the person to retain his or her lawful status when the term of the permit comes to an end. The most common process consists of 4 phases:

Initial permit: Duration 1 year.

1st Renewal: Duration 2 years.

2nd Renewal: Duration 2 years.

Long-term or “permanent”: Duration 5 years.

Non-Spanish persons residing in Spain without these legal permissions can still work, but as undocumented workers. There are different job offers for undocumented workers in Spain, especially in the agricultural and Catering sectors. Working without a contract, give workers less protection, facing the risk to be cheated or exposed to situations where their rights might not be respected.

Working in Spain without a work permit is not a sufficient reason of deportation if the person has a residence permit. One of the most common reasons of expulsion is to reside in Spain “without papers”, either because the person has entered the country irregularly or because he or she is not able to renew permits.

Note that the key to access to both permissions (residence and work permits) and most of the services for migrant people, is the Municipal registration (Empadronamiento). Empadronamiento is the Spanish word for the process of registering in an official resident of a city or town in Spain. Anyone can apply for empadronamiento, whether or not they are residing lawfully in Spain. The main reasons why it is important to have this municipal registration is because the document can prove the continued stay in Spain and it will be required in order to regularize any administrative situation through social integration. It also enables children under 16 to access education, and it is

<https://inaem.aragon.es/>

Contracts of employment in Spain

Under Spanish law, after signing a contract of employment, the employer is entitled to place the employee on a probationary period of up to two months (depending of the type of work and qualification requested) during which time he/she can dismiss the employee without cause and the employee can leave without having to give notice.

The Contract must include the following data:

- Employer's and employee's data
- Start date, job title, details of working hours
- The regulation or Convenio Colectivo that will be applicable for the salary (Basic salary and supplements, details of when and how to be paid (monthly, weekly, etc.)
- Holiday entitlement
- The period of notice that the employee is required to give or be given
- Any special or unusual terms

Salary

The minimum wage in Spain is known as SMI (Salario Mínimo Interprofesional) and applies to all workers regardless of their age, gender or employment contract, including casual and temporary work or work within the service of a household.

Many workers in Spain are paid 14 times a year (considering two additional payments in July and December). The Minimum wage 2019 based on 14 payments is €900.00 per month.

Working Hours

Spanish labor law is also relatively protective, with labour laws restricting hours of work to nine per day, with a minimum of 12 hours rest time between working days. While rest periods per week vary between occupations, the standard rest period should be at least one and a half days per week.

Unless a specific industry's collective agreement determines otherwise, overtime is limited to 80 hours per year, and must either be paid at the same (or a greater) level or be reimbursed through paid time off.

Breaks from employment are also included in Spanish legislation. In terms of day-to-day work, employees working for more than six hours must be given a 15-minute break, or 30 minutes for employees under 18 who work more than four and a half hours.

Holidays

Public holidays celebrated in Spain, include national and regional holidays.

National Holidays

- January 1 - New Year's Day
- January 6 - Epiphany
- March or April - Good Friday
- May 1 - Labour Day
- August 15 - Assumption of Mary
- November 1 - All Saints Day
- December 6 - Constitution Day
- December 8 - Immaculate Conception
- December 25 - Christmas Day

Each municipality is allowed to have a maximum of 14 public holidays per year; nine of these are defined by the national government and at least two are chosen locally. These regional Holidays vary in each of the Autonomous Communities of Spain.

Annual leaves

Holidays may be agreed individually or collectively and may not be less than 30 calendar days. Holidays cannot be replaced by financial compensation.

Household and Care Jobs

The situation of the household and care jobs in Spain (and Europe in general), needs to be mentioned in this section due to its close connection to migrant people (mostly women).

There are working sectors mostly covered by the migrant population and one of them is the domestic and care sector in which 89% of the workers are women and, mostly, migrant. While it used to be a sector employed by Spanish women, since the mid-1980s there has been a gradual growth in female migration due to the demand for household services and domestic work. It is a working sector historically characterized by the submerged economy and precarious employment conditions.

Edith Espínola, from the Sedoac Association (Servicio Doméstico Activo), argues that migrant women, “replace the work that Spanish women have done for centuries and, when they stopped doing so, they started paying for this service, to other women, that most of the times are also migrants.” She blames this, among other reasons, to the fact that “by the Immigration Law, migrants have to contribute monthly for the residence permit, and the only door it opens, is to get a job in the service sector, like hospitality, care or cleaning”.

Regarding the legal framework and regulations in this sector, the approval of Royal Decree 1424/1985 ended the merely civil contracting that prevailed until then in the sector. The implementation of Royal Decree 1620/2011 contributed to a “formalization policy” and to the increase in the rate of affiliation to the household sector. However, discriminatory working conditions persist in comparison to other working sectors: The Job safety analysis is not recognized, workers do not have unemployment benefits and the only decision of the employer to end the working relation is a valid cause to be dismissed. In addition, their incorporation into the General Social Security Scheme, scheduled for January 1, 2019, has been postponed until 2024 by an amendment to the 2019 General Budgets.



https://www.eldiario.es/desalambre/inmigrante-Schrodinger-extranjeros-trabajonacionales_0_965553642.html

Visibilizar lo invisible – Mujeres migradas Y empleo de Hogar – Servicio Jesuita a Migrantes octubre 2018

Job market and workplace culture

The working culture in Spain is based on a solid legal framework, and unlike other countries, it is not ruled by traditions and customs. Regarding the huge variety of cultures that live together in the Spanish territory, it is difficult to describe a single working culture, because it varies according to the region and the specific working sector.

Bodies providing professional education

In the different regions in Spain can be found Socio-labor insertion itineraries for migrant people. They are projects designed to teach basic notions of different working sectors, by both theoretical and practical lessons, and at the same time to facilitate the job search process by job banks.

These programmes are provided by different institutions, either through public employment offices or private organizations. It varies depending on each Autonomous Community.

In Zaragoza, Autonomous Community of Aragón, for example, the socio-labor itineraries are provided by “Zaragoza Dinámica”, the public municipal institution, and also by some private institutions:

Training for Employment in Dynamic Zaragoza. It can be chosen the training offered in the Training Centers or the programs offered by the Workshop schools (Escuelas-Taller).

A) Training courses oriented to unemployed people who are registered at the INAEM employment offices (see section 2.1). In general, the Foreigner Identity Number (NIE) is required.

B) Multiprofessional training for young people under 25-year-old. They are courses in which you receive training in various construction specialties (plumbing, electricity, carpentry, painting, masonry and gardening). There are 300 hours of training between the months of September to December. An accrediting diploma is awarded.

C) Multiprofessional training for people over 25-year-old, in the same specialties as in the previous section.

Training in Occupational Workshops at private institutions:

Sopeña Foundation: sewing, crafts, drawing, English courses, etc. Also, some Neighborhood Associations, organize this type of Workshops or courses for free.



4. The case of Finland

4.1 Competent labor bodies and legal framework

Important public bodies

Ministry of Economic Affairs and Employment of Finland is responsible for labor legislation, employment, entrepreneurship, and immigrant integration policy. The ministry directs, steers and monitors the process in which TE Services are provided in all parts of Finland⁵.

TE Services, public employment and business services, ensure the availability of competent workforce and by improving jobseekers' employment prospects and employability, and offer free of charge services for jobseekers, who live in Finland or wish to come to Finland to work. TE Services provide information about vacancies, professions and trends in different professional sectors, advice and coaching for job seeking and defining skills, personal guidance in career choices and support for career planning, training for skills updates or for finding work in a new area, support for re-entering working life as life situations change, and information about entrepreneurship. TE Services also cooperate with many other companies, business services, educational institutions, local authorities, and third sector actors.

Additionally, the public employment and business services are also offered by enterprises, regional and national business service organizations, educational institutions, third-sector actors, public-sector joint service points, the Customer Service Centre of the employment and economic development administration, which provides nationwide customer service online and by



telephone and recruitment agencies and private employment exchanges.

Labor Legislation in Finland

According to the Ministry of Economic Affairs and Employment an employee has the right to a remuneration in accordance with the collective agreement and other minimum provisions, the protection provided by acts and contracts, join a union and to a healthy and safe working environment. Employee also has the obligation to perform their work carefully, observe the agreed-upon working hours, follow the instructions of the management, decline from activities which compete with those of the employer, keep business and trade secrets, and take into account the employer's interests.

Contracts of employment and employment relationships

A written employment contract is always recommended. However, a contract can be made also orally, in writing or in electronic format. An employment contract may be valid for an indefinite or fixed period. If the fixed period contract is at employer's initiative, there needs to be a justified reason for it. An employment contract may contain a provision on a trial period (maximum length: six months). A fixed-term employment contract binds both the employer and the employee for the whole duration of the contract period and the employment relationship terminates at the end of the agreed period or after the completion of agreed work.

The employment contract should specify the following:

- start date and duration of the employment relationship
- whether employed fixed-term, the reason for a fixed-term contract
- possible probationary period
- employee's work tasks
- place of work
- grounds for determining pay and other remuneration
- regular working hours and breaks
- determination of annual holiday
- notice period
- applicable collective labor agreement

Working hours

Working hours means the time spent on work and the time an employee is required to be present at a place of work. In Finland, regular working hours total a maximum of 40 hours a week, meaning that one can work for 8 hours per day 5 days a week. In many sectors the regular weekly working hours are 37.5 hours.

Annual holiday

Annual holidays enable workers to recover from work. Employees are entitled to four weeks of summer holiday and one week of winter holiday. However, in shorter employment relationships the annual holiday is shorter. Days of holiday are earned by working during the holiday credit year (1 April - 31 March). Employees are entitled to holiday pay for the duration of the holiday.

Salary

There is no minimum salary specified by the Finnish law. However, posted workers must be paid at least the wages specified in the relevant universally binding collective agreement, of which there are about 160 in Finland. In general, the wages are paid per hour, per month or by the piece.

Non-discrimination and equality at work

Discrimination and unfair treatment prohibited in Finnish working life. Employees must be treated equally, and it is prohibited to discriminate against employees on the basis of age, origin, nationality, language, religion, belief, opinion, political activities, trade union activities, family ties, health, disability, sexual orientation, gender or other personal characteristics.

Necessary documents for starting work:

To be allowed to work in Finland, it is usually required to have a **residence permit** (except for citizens of an EU member state, Norway, Iceland, Switzerland or Liechtenstein). When you are applying for a residence permit, you must already be employed.

There are some cases in which a person may be able to work in Finland without a residence permit regardless of their nationality:

- they come to Finland on the basis of an invitation or contract to work as an interpreter, teacher, expert or a sports referee for a maximum of three months
- they are a permanent employee of a company operating in an EU/EEA state and are coming to Finland to perform temporary purchasing or subcontracting work, and the work will not take more than three months
- they are residing in Finland as an asylum seeker and have valid travel documents entitling you to cross the border. They can work without a residence permit when three months have passed since they have submitted an asylum application
- they are residing in Finland as an asylum seeker and have no valid travel documents entitling to cross the border. They can work without a residence permit when you have resided in the country for six months.

However, they must have a **valid visa** if a visa is needed to reside in Finland.

<https://migri.fi/en/working-in-finland>

<https://migri.fi/en/work-without-residence-permit>



4.2 Job market and workplace culture

There are many fields where there is a growing need for employment. The sectors that currently are employing large number of people are

- health and social services
- education
- commerce
- transport, and
- hotel and catering services.

Especially in the health sector, the job creation is strong. However, the job market is continuously changing, and it can be useful to look for information online and from TE services when looking for employment.

Searching and applying for a job

In Finland, there are many ways to search and apply for employment. The most common way to search for vacancies is online on employment service websites, newspapers or social media services, such as LinkedIn. To find vacancies online, you search with phrase "avoimet työpaikat" (vacancies).

However, sometimes jobs are not advertised publicly ("hidden jobs") and it can often be valuable to contact employers directly to ask if they have vacancies. It is possible to contact the employer by calling directly or by sending an open job application by email or by an online job application form on the company's website if there is one.

There are also many companies that offer employment services. This means that the employee makes a contract with the company that sends them to work at another employer.

The Employment and Economic Development Office or TE services can guide on employment seeking and information on vacancies and trainings. The TE services prepare an integration or employment plan for an unemployed jobseeker and they can assess whether a person working only part-time can receive

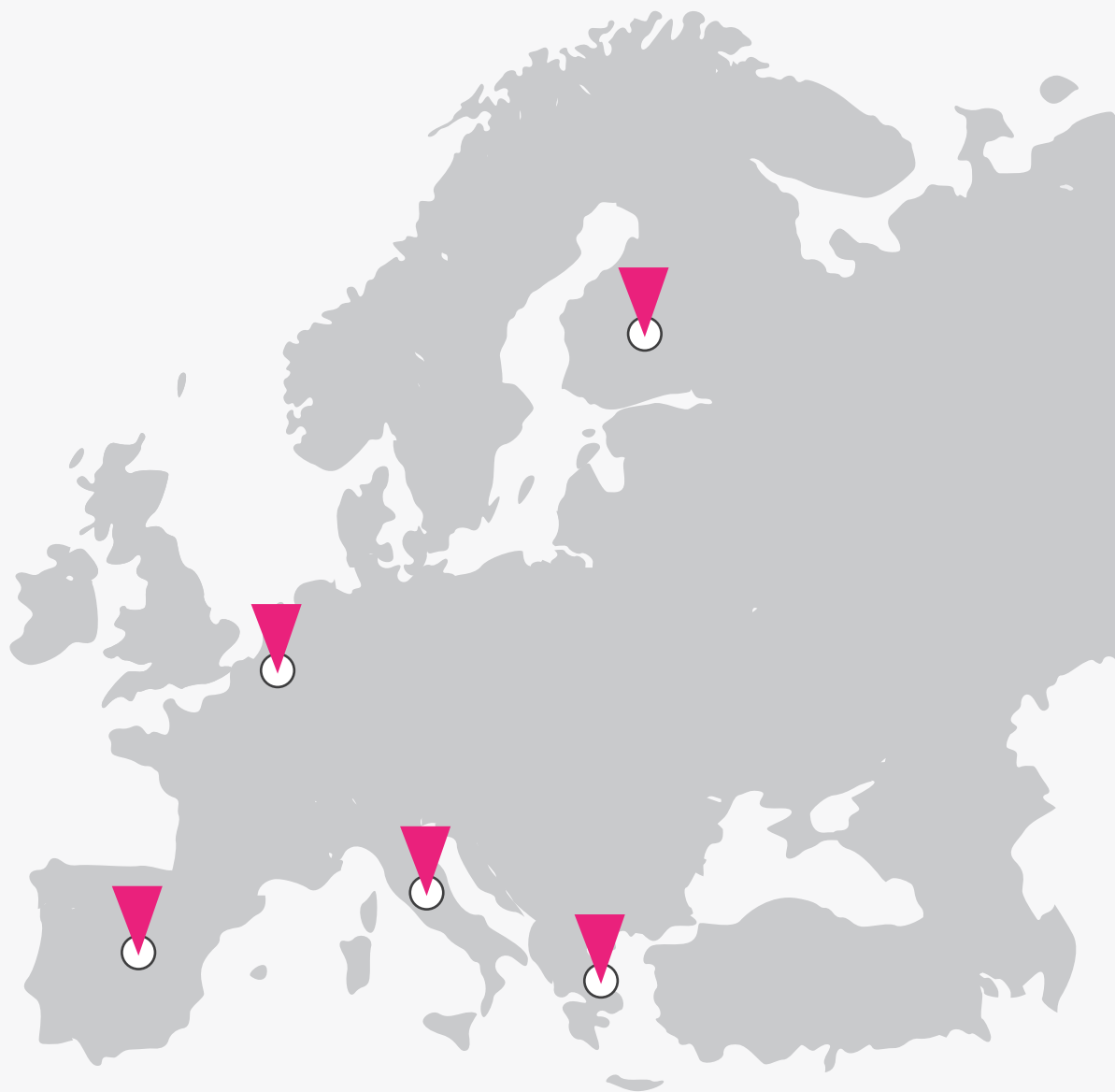


an unemployment benefit.

Workplace culture

Work culture differs in different countries and also Finnish work culture has some specific features that are good to be understood before starting to work. Finnish work culture appreciates equality, honesty, trustworthiness, self-directedness, and punctuality. In Finnish work culture, all employees are equal and should be treated equal and with the same respect. People are usually call each other by first name, despite the position. There is usually not much hierarchy in a workplace, although this can vary between different workplaces. People are trusted to do what has been agreed and the employer does not continuously oversee employees work. If it is unclear what is expected, it is good to ask your supervisor. Punctuality and honesty are highly appreciated in Finland, especially at work. Everyone is expected to arrive to work and meetings when agreed. It is important that you do what you have promised and tell the truth. Communication is relatively direct and small talk is not very common. During the first meeting, it is common to greet by a handshake. It is important to have good relations at a workplace and especially during coffee breaks and lunches it is common to get to know your coworkers.

ec.europa.eu/eures/main.



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Social inclusion in the local community

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Partners



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Social inclusion in the local community

When you move to a different country, learning the local language will help you communicate and integrate with the local community. People use language to express their feelings, needs and to socialise with others. Furthermore learning a language means understanding the basic customs of that culture, because language not only helps us to communicate information, it also shapes our thoughts. Speaking the language of the host country enriches our life style and provides more career alternatives and better job experiences.

Article 3 of Italian Constitution stated that “All citizens have equal social dignity and are equal before the law, without distinction of sex, race, language, religion, political opinion, personal and social conditions. It is the duty of the Republic to remove those obstacles of an economic or social nature which constrain the freedom and equality of citizens, thereby impeding the full development of the human person and the effective participation of all workers in the political, economic and social organization of the country”. This article together with the whole Constitution, establish the fundamental principal inspiring the Italian Republic. The first, entitled ‘Fundamental Principles,’ establishes the basic ideology for the Italian Republic, stating in 12 articles what the country is and what it guarantees. This part of the Constitution defines Italy as ‘a democratic Republic founded on labour,’ ensures the sovereignty of the people, and recognizes and safeguards individual and social rights. It firmly declares that all citizens are ‘equal before the law’. Everyone’s right to social and healthcare services is one of the most significant features of the Italian welfare model.

Still language is the first driver for the social inclusion of migrants, however a sustainable process of inclusion in the hosting community requires also an effective access to local social and health service, a network of local relationship and the access to labour market. In Italy over the last decade, bottom up process of social innovation connected with disadvantages people and their inclusion in the job market, showed the power of this local practise also for migrants such as social farming that is also a barrier against the exploitation of migrants in the agriculture sector.



1. The case of Italy

1.1. National Language

The official language spoken in Italy is Italian. However it has a multicultural population of over 60 million inhabitants who speak a diverse range of languages, from minority languages to regional dialects. Minority languages that are the national language of another country or variants thereof:

German: spoken in the province of South Tyrol in the North of Italy, and in north-eastern Italian regions. In total about 300,000 Italians speak German as their first language.

Slovene is spoken by about 80,000 italians living in the north-eastern region of Friuli-Venezia Giulia near the border with Slovenia.

Molise Croatian: a diaspora dialect of Croatian, which can be found in the villages of Montemitro, San Felice del Molise, and Acquaviva-Collecroce in the southern Molise region of central-south Italy and counts some 3,500 speakers.

Arbëreshë Albanian: spoken by 80,000 to 100,000 italians in several pockets in Avellino, Potenza, Taranto, Cosenza, Catanzaro, and Palermo provinces in Southern Italy and in central Sicily.

Italiot Greek (Graecanic, Griko), an endangered language with only 15000-20000 speakers left, most of them aged over 50, in two areas of Southern Italy, Grecìa Salentina in Puglia and Bovesia or Grecìa Calabria, in Calabria.



Minority languages that are the official language of a region in other countries or of a community (not specific to Italy):

Franco-Provençal: spoken by about 70,000 people who live in the Aosta Valley region.

Catalan: some 15,000 speakers reside around the area of Alghero in the north-west corner of Sardinia.

Corsican: spoken in Maddalena Island, northeast coast of Sardinia.

Word in Italian	Translation in English
Eating & Drinking	
Cibo	Food
Acqua	Water
Latte	Milk
Pane	Bread
Verdure	Vegetables
Carne	Meat
Frutta	Fruits
Caffè	Coffee
Tè	Tea
Health & Hygiene	
Salute	Health
Dottore	Doctor
Medicina	Medicine
Iniezione	Injection
Dentista	Dentist
Visita medica	Medical examination
Febbre	Fever
Malato	Sick
Toilette	Toilet
Bagno	Bathroom
Carta igienica	Toilet paper
Pannolino	Diapers
Assorbente	Sanitary napkin

Word in Italian	Translation in English
Sapone	Soap
Spazzolino	Toothbrush
Dentifricio	Toothpaste
Ospedale	Hospital
Farmacia	Pharmacy
Work & Education	
Candidatura	Job Application
Lavoro	Work
Scuola	School
Insegnante	Teacher
Studente	Student
Family & Home	
Famiglia	Family
Madre/Padre	Mother / Father
Nonna/Nonno	Grandmother / Grandfather
Figlia/Figlio	Daughter / Son
Sorella/Fratello	Sister / Brother
Bambino	Child
Bimbo-Neonato	Baby
Letto	Bed
Coperta	Blanket
Cuscino	Pillow
Casa	Home

Word in Italian	Translation in English
Clothing	
Vestiti	Clothing
T-shirt	T-shirt
Giacca-Giubbino	Jacket
Pantaloni	Trousers
Scarpe	Shoes
Law & Official Documents	
Polizia	Police
Avvocato	Lawyer
Assistenza legale	Legal assistance
Documenti	Documents
Traduttore	Translator
Religion	
Luogo di preghiera	Place of Prayer



1.2 Social Security & Healthcare

One of the main obstacles for migrants is understanding how social security and healthcare work in the host country, in particular after their arrival, when they don't master the language and don't know what to do and which documents they need in order to receive social and medical assistance.

Social Security System in Italy

Italy has an extensive Social Security System (*Sistema di Previdenza Sociale*), covering the vast majority of the population. Social insurance provides benefits for unemployment, sickness and maternity, accidents at work and occupational diseases, as well as old-age, invalidity and survivor's pensions, and family allowances. It doesn't include the National Health Service (*Servizio Sanitario Nazionale/SSN*), which is funded from general taxation.

The system is run by a number of state agencies, which have been brought together under the umbrella of the National Institute for Social Security (*Istituto Nazionale della Previdenza Sociale/INPS*). All resident employees and self-employed workers pay social security contributions (*contributi previdenziali*). Instead, the National Institute for Insurance against Accidents at Work (INAIL) manages the insurance system, funded through contributions paid by employers, which protects workers in case of accidents, death in the workplace and occupational disease.

Healthcare System in Italy

The Italian National Health Service (*SSN – Servizio Sanitario Nazionale*) is the public, tax-funded medical assistance, organized and regulated by the Ministry of Health and administered through regional authorities. To access the Italian National Healthcare Service you must hold a valid **Tessera Sanitaria** (Italian Health Insurance Card) or the equivalent from another EU country (the EHIC card – European Health Insurance Card).

Healthcare in Italy is not free, but the fees are usually quite reasonable and Emergency Medical Assistance is provided to anyone in need, regardless of their nationality, without asking for upfront payment.

Healthcare in Italy is provided to anyone with a mixed Public and Private system. Italian law recognizes health as a fundamental right of every person and anyone present in Italy is entitled to a form of healthcare.

The average level of medical care is very high and Italian doctors are usually highly qualified. Italy has universal healthcare coverage, but only some services are completely free. Most services demand a cost-sharing and many are provided at the patient's full expense. The co-pay fee is called "Ticket" and it is applied to some emergency room visits, specialist consultations, diagnostic procedures and lab analyses. The amount of the co-pay is different from region to region and it depends on the type of services required and on the patient's status (there are forms of exemption – *esenzione* in Italian – for low income and serious illnesses).

Foreign citizens with regular stay permit are fully entitled to the same rights and treatment as any Italian citizen.

Public healthcare is provided through regional health units called ASL (*Azienda Sanitaria Locale – Local Health Authority*) and Public Hospitals. The ASL is an administrative organization, which manages a set of public clinics and medical services (e.g. vaccination centers, public walk-in clinics, labs for analyses and imaging, etc.). Public medical assistance includes a network of primary care physicians and pediatricians.

You will be asked to choose your public Primary Care Physician (called *medico di base*, your personal doctor). Once registered with your public Primary Care Physician, you are entitled to free consultations, referrals and prescription refills with this doctor, within his or her office hours.

Hospital admission is free if you are admitted for a necessary procedure. Some specialist consultations, lab analyses, and diagnostic procedures are free, but only if prescribed by your public Primary Care Physician (*medico di base*). You can book them with a "prescription" (in Italian *ricetta* – also called *impegnativa*) that is the official document that shows you are doing a procedure within the Italian National Healthcare Service.

How to receive medical assistance

As already said, to receive medical assistance you should sign up for the National Health Service, to do that you need to go to an ASL counter in your local town. The service is free if you have a permit to stay.

- You will need a residence permit, or receipt of request of one, and a tax code (*codice fiscale*).
- Foreigners outside the EU cannot sign up until they have been resident in Italy for more than three months.
- All unaccompanied minors and pregnant women have a right to health care, in the case of the latter, until the child is six months old.

Those who don't have a permit still have access to emergency health care if refusal would put their life in danger. Italian hospital emergency departments are meant to accept those without documents. They will register you and give you a Temporary Foreigners Code which is valid for six months and offers free care.

2. The case of Greece

2.1 National Language

Below, there is a list with some of the most important words, a migrant need to know in Greek:



The word in Greek	Pronunciation	Translation in English
Φαγητό	Faghito	Food
Νερό	Nero	Water
Γάλα	Ghala	Milk
Ψωμί	Psomi	Bread
Κρέας	Kreas	Meat
Φρούτα	Fruta	Fruits
Λαχανικά	Lahanika	Vegetables
Καφές	Kafes	Coffee
Τσάι	Tsai	Tea

The word in Greek	Pronunciation	Translation in English
Υγεία	Ighia	Health
Ιατρός	Iatros	Doctor
Φάρμακο	Farmako	Medicine
Ένεση	Enesi	Injection
Οδοντίατρος	Odontiatros	Dentist
Ιατρική εξέταση	Iatriki eksetasi	Medical Examination
Πυρετός	Piretos	Fever
Άρρωστος	Arostos	Sick
Ρούχα	Ruha	Clothing
Μπουφάν	Bufan	Jacket
Μπλούζα	Bluza	T-shirt
Παντελόνι	Panteloni	Trousers
Παπούτσια	Paputsia	Shoes
Υγιεινή	Ighiini	Hygiene
Τουαλέτα	Tualeta	Toilet
Χαρτί τουαλέτας	Harti tualetas	Toilet Paper
Πάνες	Panes	Diapers
Σερβιέτες	Servietes	Sanitary napkins
Σαπούνι	Sapuni	Soap

The word in Greek	Pronunciation	Translation in English
Μπάνιο	Banio	Bathroom
Οδοντόβουρτσα	Odontovurtsa	Toothbrush
Οδοντόκρεμα	Odontokrema	Toothpaste
Κρεβάτι	Krevati	Bed
Κουβέρτα	Kuverta	Blanket
Μαξιλάρι	Maksilari	Pillow
Οικογένεια	Ikoghenia	Family
Παππούς/Γιαγιά	Papus/Ghiaghia	Grandfather/Grandmother
Πατέρας/Μητέρα	Pateras/Mitera	Father/Mother
Γιος/Κόρη	Ghios/Kori	Son/Daughter
Αδελφός/Αδελφή	Adelfos/Adelfi	Brother/Sister
Μωρό	Moro	Baby
Τόπος προσευχής	Topos Prosefhis	Place of prayer
Έγγραφα	Egrafa	Documents
Διερμηνέας	Diermineas	Translator
Δικηγόρος	Dikighoros	Lawyer
Νομική υποστήριξη	Nomiki ipostiriksi	Legal assistance
Δάσκαλος/Δασκάλα	Daskalos/Daskala	Teacher
Σχολείο	Sholio	School

The word in Greek	Pronunciation	Translation in English
Νοσοκομείο	Nosokomio	Hospital
Αστυνομία	Astinomia	Police
Φαρμακείο	Farmakio	Farmacy

Organizations in Greece, which help migrants to get socially included

There are several organizations in Greece (mostly NGOs), who help in different ways migrants and refugees and get integrated in the Greek society. An example of these organizations can be found in the table below:

Name of organization	Services provided	City
Open School for Migrants	Language training Other training services Other services; Social integration, Legal support	Piraeus
METAdrasi NGO	Language training Other training services Other Services; Interpreter, Legal support, Accommodation of mothers and children	Athens & Thessaloniki
Ministry of Labour, Social Insurance and Social Solidarity	Language training Entrepreneurship training Other training services Skills recognition – career counselling services Skills certification	Athens
Greek Forum of Migrants – GFM NGO	Language learning Other services: Human rights, Social integration, Culture	Athens
ARSIS – Association for the Social Support of Youth NGO	Language training Other training services Other services: Human Rights, Social Interaction, Youth Shelter and Support Center, Culture	Athens, Thessaloniki & Alexandroupoli
PRAKSIS - Programs of Development, Social Support and Medical Cooperation NGO	Other services: Human Rights, Social Integration, Youth Shelter, Culture, Support	Athens

Name of organization	Services provided	City
Development Agency of Karditsa (ANKA) S.A. O.T.A.	Language training Entrepreneurship training Other training services Skills recognition – career counselling services Skills certification	Karditsa
Shelter House For Abused Women And Their Children	Other services: Provision of information, Psychological and social support, accommodation	Larissa

2.2 Social security & healthcare

Healthcare

The National Healthcare System (gr. ΕΣΥ) in Greece was established in 1983. Its purpose is to provide medical and nursing services to the needs of the Greek population and those residing in Greece through the provision of free services. Health services must be provided on a non-discriminatory and equitable basis to all citizens, regardless of their economic, social and occupational status, through a unified and decentralized National Healthcare System.

Healthcare – Responsible bodies

1. The National Healthcare System through the health centers, the hospitals including the emergency departments and the National Emergency Center
2. The social security offices
3. The local government and the municipal medical offices
4. The private sector – private doctors

Is it possible for migrants/refugees to use the Healthcare system in Greece?

- People coming from countries members of the EU can use the Healthcare System of Greece for free.
- People coming from third countries can use the hospitals of the National Healthcare System for free if there is a transnational agreement with the country they are coming from.
- Political refugees can use the services of the National Healthcare System for free.
- For those, who are illegally staying in Greece, they can use the services of the National Healthcare System only in extreme emergency situations and only until their condition is stabilized. Although, their children can use the healthcare services for free.



The Social Security System in Greece

The Social Security System in Greece is separated into 3 different categories:

- The first category covers all employees, as well as those that follow main and subsidiary funds.
- The second category covers those who have collective labor contracts and they follow the labor funds.
- The third category refers to private insurance plans for the employees and members of their families through group insurance policies.

Bodies providing social security in Greece:

- Social Insurance Institute (gr. IKA-ETAM)
- Freelance Insurance Organization (gr. OAEE)
- Agricultural Insurance Organization (gr. ΟΓΑ)
- Independent Employees Single Fund (gr. ETAA)
- Unified fund for personnel of Mass Media (gr. ΕΤΑΠ-ΜΜΕ)
- Unified fund of Bank Employees (gr. ΕΤΑΤ)
- Unified Subsidiary Insurance Fund for Employees (gr. ΕΤΕΑΜ)
- Private Sector Asset Insurance Fund (gr. ΤΕΑΙΤ)
- Bank and Utility Employees Insurance Fund (gr. ΤΑΥΤΕΚΩ)
- Subsidiary Insurance Fund for Civil Servants (gr. ΤΕΑΔΥ)
- Subsidiary Insurance and Welfare Fund for Security Personnel (gr. ΤΕΑΠΑΣΑ)
- Private Sector Welfare Fund (gr. ΤΑΠΙΤ)
- Civil Servants Provident Fund (gr. ΤΠΔΥ)

https://www.inegsee.gr/wp-content/uploads/2014/02/ekp_yliko_krat_pron2.pdf

3. The case of Spain

3.1 National language

Below there is a list with basic vocabulary in Spanish and the translation in English:

The Word in Spanish	Translation in English
Comida	Food
Agua	Water
Leche	Milk
Pan	Bread
Carne	Meat
Frutas	Fruits
Vegetales	Vegetables
Café	Coffee
Té	Tea
Salud	Health
Doctor	Doctor
Medicamento	Medicine
Inyección	Injection
Dentista	Dentist
Examen médico	Medical Examination
Fiebre	Fever
Enfermo/enferma	Sick
Ropa	Clothing
Chaqueta	Jacket



The Word in Spanish	Translation in English
Camiseta	T-shirt
Pantalón	Trousers
Zapatos	Shoes
Higiene	Hygiene
Baño	Toilet
Papel higiénico	Toilet Paper
Pañales	Diapers
Compresas	Sanitary napkins
Jabón	Soap
Baño	Bathroom
Cepillo de dientes	Toothbrush
Pasta dental	Toothpaste
Cama	Bed
Frazada	Blanket
Almohada	Pillow
Familia	Family
Abuelo/Abuela	Grandfather/Grandmother
Padre/Madre	Father/Mother
Hijo/Hija	Son/Daughter
Hermano/Hermana	Brother/Sister
Bebé	Baby
Lugar de oración	Place of prayer
Documentos	Documents
Abogado/abogada	Lawyer

The Word in Spanish	Translation in English
Asistencia legal	Legal assistance
Profesor/profesora	Teacher
Escuela	School
Hospital	Hospital
Policía	Police
Farmacia	Farmacy



3.2 Organizations and migrants' support services

Support services for applicants for, or beneficiaries of, international protection

The Spanish reception system for applicants for, or beneficiaries of, international protection is organised along a double network consisting of public migration centres on the one hand, and a series of receptional measures and programmes managed by nongovernmental organisations (NGOs) subsidised by the Ministry of Employment and Social Security.

The **public network** has four Refugee Reception Centres (known by the Spanish acronym CARs), managed directly by the Administration and employees of the Ministry of Employment and Social Securities. These centres provide accommodation, sustenance, urgent and primary psychological and social assistance for asylum seekers in Spain, but do not have economic resources to attend to their needs and those of their family.

Reception facilities run by NGOs are managed mainly by the Spanish Catholic Migration Commission Association (known by the Spanish acronym ACCEM), the Spanish Refugee Aid Commission (known by the Spanish acronym CEAR), the Spanish Red Cross (known by the Spanish acronym CRE) and the Mercy Foundation for Migration; mentioned above.

Even though Spain has organised the reception system as mentioned above, there is still a lack of a normative framework and institutional infrastructure specifically designed to attend to international protection seeking persons. The Spanish civil society, private institutions, universities and the local authorities, have often assumed a leadership role on this matter and played a significant role, indicative of the readiness of citizens to welcome and protect migrants in this situation. There have been launched a series of specialised actions which have contributed significantly to guarantee protection for these people, at least partially. At the autonomous level, the experience of local citizens' networks in the Basque Country and Catalonia stand out in particular. In the first of these regions, the Refugee Aid Commission (CEAR EUSKADI) recently launched a civic mobilization campaign to call on the autonomous government to provide services that guarantee the rights of refugees received in the region, as well as minimum standards for such a reception. In Catalonia, the so-called Educational Network in Support of Refugees was designed and organised in 2016. It was joined by schools, institutes, families, leisure centres, social movements, and associations and was open to participants in an individual capacity.

Support to migrant people in Spain:

Depending on the situation and kind of assistance required, there are different organizations and institutions that provide support to migrant people, some of them are part of national or regional public administrations, and some others are non Governmental organizations (NGOs).

Below, there is a list of Spanish national organizations/associations that provide support to migrant people. At their websites can be found information about the Spanish territories where the offices can be found:

ACCEM

<https://www.accem.es/>

Accommodation, legal/social assistance, courses

CEAR

<https://www.cear.es/>

Accommodation, legal assistance especially for asylum seekers

Cruz Roja

<https://www.cruzroja.es>

Accommodation, social/sanitary assistance, courses

CEPAIM

<http://cepaim.org>

Accommodation, legal/social assistance, courses

MPDL (Movimiento por la Paz)

<http://www.mpdl.org>

Accommodation, legal/social assistance, courses

Red Acoge

<https://www.redacoge.org>

Legal/social assistance, courses

For women:

Programa Onna Adoratrices

www.onnadoratrices.org

Assistance for victims of human trafficking or forced prostitution

3.3 Social Security & Healthcare

Spain employs a Universal Health care System that provides health care and financial protection to all residents of Spain, regardless of their economic, social and occupational status. The Spanish National Health System was established through and structured by the Ley General de Sanidad (the “General Health Law”) of 1986. Management of these services has been progressively transferred to the different autonomous communities of Spain. Each autonomous community has its own Health Service, which is the administrative and management body responsible for all the health centers, services and facilities in its region, provincial administrations, town councils and any other intraregional administration. The activity of these services is harmonized by the Interterritorial Council of the Spanish National Health Service (Consejo Interterritorial del Servicio Nacional de Salud de España, CISNS) in order to give cohesion to the system and to guarantee the rights of citizens throughout Spain.

Access to Health Care system for migrant persons in Spain:

Foreign people who are in Spain, whether or not they have been registered in a municipality, have the right to access to the healthcare public system in case of urgencies, serious illness or accident, and to the continuity of such care until they are discharged.

Foreign people who are registered in any municipality in Spain, are entitled to healthcare under the same conditions as the Spanish population. Therefore, they have access to:

- **Urgencies**
- **Primary and specialized care.**
- **Attention for common diseases.**
- **Attention in case of accident.**
- **Maternity Care (during pregnancy, childbirth and postpartum).**

Foreign persons under 18 who are in Spain are entitled to health care under the same conditions as the Spanish population.

Pregnant women in Spain, foreigners or Spanish, are entitled to health care during pregnancy, childbirth and postpartum.

The Health Card is the personal document that certifies every user of the Spanish public health system. It can be obtained at the Health Centers, according to the address the person has been registered with. The Health Card must be presented when applying for or receiving health care in public Health Centres and pharmacies.

Access provided with the health card:

In the area of primary care, it includes diagnostic, preventive and therapeutic procedures. Pharmacological treatment is also included when the care process requires it.

The required documentation (originals or certified photocopy) to ask for the Health Card:

1. Document proving the identity of the applicant (Passport in force or equivalent). In case the applicant has no supporting document, or it is not in force, the presentation of the "Undocumented registration card" issued by the General Directorate of Police - Interior Ministry, would be valid.
2. Application form completed.
3. Certificate of registration in a municipality of any Autonomous Community for a minimum period of three uninterrupted months prior to the date of the application (see section 2.1 *Empadronamiento*).
4. Affidavit (declaración jurada in Spanish) that there are no third parties required to pay.

Once it is verified that the person meets the requirements, he or she will be registered in the Database system and assigned to a Primary Care Center. The card given, is the personal document that has to be presented to receive assistance. It must be renewed every two years.



4. The case of Finland

4.1 National Language

Finland has two official languages: Finnish and Swedish. The majority (about 90%) of the Finnish population speaks Finnish as their first language. Despite Finnish people speaking English relatively well, efforts made to learn and to speak Finnish are highly appreciated and can help to integrate in the everyday life in Finland. Below, there is a list of some of the most important words a migrant may need to know in Finnish:



Word in Finnish	Translation in English
Eating & Drinking	
Ruoka	Food
Vesi	Water
Maito	Milk
Leipä	Bread
Kasvikset	Vegetables
Liha	Meat
Hedelmät	Fruits
Kahvi	Coffee
Tee	Tea

Word in Finnish	Translation in English
Health & Hygiene	
Terveys	Health
Lääkäri	Doctor
Lääke	Medicine
Rokotus	Injection
Hammaslääkäri	Dentist
Lääkärintarkastus	Medical examination
Kuume	Fever
Sairas	Sick
Vessa	Toilet
Kylpyhuone	Bathroom
Vessapaperi	Toilet paper

Word in Italian	Translation in English	Word in Italian	Translation in English
Vaipat	Diapers	Clothing	
Kosteuspyyhe	Sanitary napkin	Vaatteet	Clothing
Saippua	Soap	T-paita	T-shirt
Hammasharja	Toothbrush	Takki	Jacket
Hammastahna	Toothpaste	Housut	Trousers
Sairaala	Hospital	Kengät	Shoes
Apteekki	Pharmacy	Law & Official Documents	
Work & Education		Poliisi	Police
Työhakemus	Job Application	Asianajaja	Lawyer
Työ	Work	Oikeusapu	Legal assistance
Koulu	School	Asiakirjat	Documents
Opettaja	Teacher	Kääntäjä	Translator
Opiskelija	Student	Religion	
Family & Home		Rukouspaikka	Place of Prayer
Perhe	Family		
Äiti / Isä	Mother / Father		
Isoäiti / Isoisä	Grandmother / Grandfather		
Tytär / Poika	Daughter / Son		
Sisko / Veli	Sister / Brother		
Lapsi	Child		
Vauva	Baby		
Sänky	Bed		
Peitto	Blanket		
Tyyny	Pillow		
Koti	Home		

4.2 Social Security & Healthcare

Finnish public sector takes care of the population's health and wellbeing. Both social services and public health services are the responsibility of municipalities in Finland and are implemented with government support.

Social Security System in Finland

The Finnish social security system aims to secure that everyone, who lives in Finland permanently and work in Finland, is guaranteed a sufficient economic security when a person cannot provide for themselves, no matter what their life situation is. The social security system consists of the municipalities, the Social Insurance Institution (Kela), the unemployment funds, pension companies, and other insurance providers. Some social security benefits are based on person's place of residence and some on previously earned incomes or employment. The social security system consists of different services and also financial benefits. Municipalities must organize social services to:

- support people in coping with everyday life
- provide housing-related support
- give financial support
- prevent social exclusion and to promote inclusion
- respond to need for support caused by interpersonal and domestic violence or other forms of violence and abuse
- respond to need for support in acute crises
- safeguard the balanced development and wellbeing of children
- respond to need for support caused by alcohol or drug abuse, mental problems or other illness or disability or ageing
- respond to other need for support relating to physical, psychological, social or cognitive functional capacity, and to
- support family and friends of those in need for support.

Health Care System in Finland

Finnish health care services consist of primary health care (municipally arranged services) and specialized medical care (experts on medical or dental specialties). Everyone with a municipality of residence can use public healthcare services in Finland. The local register office can help when you are unsure whether you have a municipality in Finland. The right to a municipality of residence depends on the country where a person has come from, their reason for coming to Finland, whether they are staying in Finland permanently or temporarily and, if temporarily, the length of their stay. When a person does not have a municipality of residence, they may still have the right to healthcare or reimbursements from the Social Insurance Institution (Kela). The primary health care is responsible for offering:

- Monitoring the health of the population
- Health counselling, including health education and contraception advice
- Maternity and child welfare clinics
- School and student health care
- Screening for specified diseases and vaccinations against infectious diseases
- Oral health services
- Mental health care and substance abuse services
- Medical doctors' and other health care professionals' appointments
- Emergency and treatment for accidents
- In-patient care for patients for those patients who require nursing, and
- Home care services.

stm.fi/en/social-services

stm.fi/en/primary-health-care

When you fall ill, you should first contact your own health center (in Finnish: terveystasema) where you can make an appointment with a general practitioner or a nurse. You can find information about your local health center for example on your own municipality's website. The health centers are usually open from Monday to Friday (8am to 4 pm). It is good to make an appointment by calling the center. The health center services are relatively cheap for clients. If you have the Kela card, take it with you when you go to the health center. The health centers are closed in the evenings and weekends.

In acute cases, when you need immediate treatment outside the opening hours of your health center, you can be treated at emergency clinics (in Finnish: päivystys). This is often provided at a hospital department reserved specifically for it. You can find more information on your municipality's website.

In addition to public health service, there are different private clinics available. These are more expensive but Kela pays a small part of these expense if you are covered by Finnish national health insurance.



Entitlement to health care in Finland

Health care for Nordic citizens: If you are covered by health insurance in another Nordic country, you are entitled to essential health care in Finland. You will need an official identity card when using health services.

Health care for EU citizens: If you are covered by health insurance in another EU member state, EEA member state or Switzerland, you are entitled to essential health care in Finland. In order to receive treatment, you must have a European Health Insurance Card from the country in which you are covered by health insurance.

Health care for employees and entrepreneurs: If you have come to Finland to work, you may be entitled to use public health services in Finland, depending on the duration and type of your contract of employment, as well as on the country from which you have come to Finland. In Finland, employers have a duty to pay for preventive health care for their employees.

Health care for students: If you come to study in Finland, you will usually need a comprehensive national health insurance policy from your home country before you can get a residence permit for Finland (not students from an EU or EEA member state or Switzerland). The insurance you need will depend on the duration of your studies in Finland. In Finland, students in higher education are covered by the student health care system (YTHS).

Health care for refugees and asylum seekers: If you have come to Finland as a quota refugee, you have a municipality of residence in Finland and you are entitled to use public health services. If you are an asylum seeker and your application has not been processed yet, you cannot register as a resident of the municipality at the Local Register Office, nor use municipal health services. Ask for more information at your reception center. If you have gained a residence permit based on a need for protection and are given the right to a municipality of residence in Finland, you are entitled to use the health services of your own municipality.

<https://www.infofinland.fi/en/living-in-finland/health/health-services-in-finland>



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Intercultural mediation to support learning paths

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Partners



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DEVELOPMENT

Intercultural mediation to support learning paths

Intercultural mediation represents a fundamental area of action as concerns the integration processes of migrants. The professional figure acting as a “bridge” between different cultures, targeted to the “promotion and development of intercultural dialogue”, was “historically promoted and developed by intercultural mediators”. They facilitate the communication between individuals, families and communities, perform mediation and information activities between migrant citizens and the hosting society, hence fostering the elimination of cultural and language barriers, promoting the culture of reception, socio-economic integration, enjoying the rights and complying with the duties of citizenship.

As to the role of intercultural mediators, the idea is that of a “facilitator” of communication and intercultural relations, a person committed in eliminating the cultural and language “barriers” existing also between migrants and the access to services.

Closely associated to such idea is the other trait emerging from the analysis of regional regulations, which consider intercultural mediators as “educators of differences”, as players whose task coincides with “cultural orientation”, namely the decoding, interpretation and expression of the needs of migrants, the values and the semantic-cognitive characteristics, as well as the practices associated to different cultures. Such role also entails the action supporting the understanding by migrants of the opportunities and services existing in the territory, as well as their guidance within institutions and services.



1. The case of Italy

1.1. Knowledge of the host country's culture

Gender roles:

Even if the general principle of equality between women and men is enshrined in Article 3 of the Constitution, there is still much work to be done to fully achieve gender equality. Today, most Italian women receive a high level of education and work to contribute to the household income but, very often, they earn less than their male counterparts. Women are the main responsible for raising children and for the house management, even when they work full-time as their partners. Some sectors are still predominantly male-oriented, like Information technology, engineering and mechanics, but this is mainly due to the fact that few women choose to attend universities that teach these subjects. While men and women have equal rights in law, society is still largely male-dominated.

Customs and traditions:

It can be said that in Italy coffee is a tradition. It has its own rituals and rules. Italian people drink coffee for breakfast, multiple time during the day, sometimes even after dinner. It is an occasion to socialise, to spend time with friends or coworkers, to relax and have a break. Italians are generally social and outgoing. They love to spend their free time with others. Lunches, drinks, and dinners are for social life as well as food. The history of Italian cuisine is as long and rich as the country's history itself. Food is one of the defining characteristics of Italian culture, and it is taken very seriously. Most meals are composed of two courses, a "primo" (pasta or rice) and/or a "secondo" (meat or fish) and a "contorno" (side dish).



Religion: I

Italy is a Christian country, more than 80% of the population belongs to the Roman Catholic church. Religion plays an important role in determining people's behaviour and morality, and in shaping the ideals and values of Italian culture. The geographic location of the Vatican in Rome, the capital of Italy, is one of the reasons. The Vatican is the home of the government of the Roman Catholic Church and of the Pope, the spiritual leader of the world's Roman Catholics. The right to freedom of worship is guaranteed under the Italian Constitution, in fact, other religious groups that can be found in Italy are: Muslims, Eastern Orthodox Christians, evangelical Protestants, Jehovah's Witnesses, Jews and the Waldensian Evangelical Church.

Family ties:

Family is really important in Italy. It provides emotional and economic support to the individual, is characterized by strong ties and is based on mutual aid of all its members. For Italian people living with their family, or in a nearby neighbourhood, and being deeply involved in each other's daily lives is not unusual. Family meetings with all the relatives are very frequent, in particular during birthdays, holidays and during important occasions. Lunch and dinner are the times in which families gather together: they eat together, spend time together and enjoy their meals. There is a deep respect for elderly family members in Italian culture. Senior family members are deeply dedicated to their children and grandchildren.

Politics:

Italy has many different political parties, some of which are only active in certain regions. Today, the Democratic Party, League, and Forza Italia are considered three of the four main parties, together with the Five Star Movement, that was founded in 2009. Other significant parties include: the far-right Brothers of Italy, the centre-right Popular Alternative, the pro-EU +Europa, the Liberal Popular Alliance and Direction Italy which split from Forza Italia, and the centrist Civic Choice.

1.2 Education opportunities and bodies providing professional education

The *CPIAs* (Provincial centers for adult education and training) are autonomous education institutions organised in local networks. They have the same degree of autonomy as mainstream schools, meaning that they have their own premises, staff and governing bodies.

Courses provided by *CPIAs* are open to people aged 16 and above (people aged 15 can participate in exceptional circumstances).

CPIAs provide programmes corresponding to initial education up to the completion of compulsory education as well as language courses for immigrants.

The system of 'school education for adults' offers:

- first-level courses, organised by *CPIAs*, aimed at obtaining a first-cycle qualification and the certification of basic competences to be acquired at the end of compulsory education in vocational and technical education;
- second-level courses, organised by upper secondary schools, aimed at the obtainment of a technical, vocational and artistic school leaving certificate;
- literacy and Italian language courses for foreign adults, organised by *CPIAs*, aimed at the acquisition of competences in the Italian language at least at the level A2 of CEFR.

In addition, a course to acquire the basic primary education competences is available for learners who lack of certification attesting the completion of a primary education level.

All courses provided by *CPIAs* have a flexible organisation, allowing for personalised study paths and the recognition of prior learning. Students can take up to 20% of the total required tuition time through distance learning.

The system falls under the responsibility of the Ministry of Education, University and Research. This type of provision is financed through public resources and it is free for participants.

Foreign citizens must be in possession of a valid residence permit to enroll.

2. The case of Greece

2.1 Knowledge of the host country's culture

Gender roles in Greece:

Greek society is following the European norms and way of thinking regarding gender roles. Males and females are faced as equals in family, in society and in the workplace. In Greece you can see many women in powerful positions like in the Greek Parliament, in the Greek Army, in the Greek police, in the Transport sector, etc. (positions that especially during the decades before the 80s, were considered as suitable just for males). Of course, there are some exceptions and there are cases that women's rights are being violated. That is the reason why several bodies for the protection of women exist. Examples of these bodies are the General Secretariat for Equality or the Equality Research Center.

Family ties in Greece:

Family is very important for Greeks. Families in Greece are usually big, in comparison to other European countries. A typical Greek family consists of the parents, the children, the grandparents, the aunts/uncles, and the cousins. The ties between the family members are very strong and always stand one by the other. In contrast with other European countries, Greeks do not leave their parents' house when they become adults. In many cases, they stay there until either they form their own family or they never leave their parents' house.



Customs and traditions in Greece:

Most of the customs and traditions in Greece are tightly connected with the religion (Christianity). Greeks like to celebrate a lot, the two biggest religious festivals in Greece – Christmas and Easter. During both celebrations, the whole family gathers and celebrates together.

During Christmas, most of the people go to the church and then the whole family gathers for lunch. It is common that younger members of the family go to party during the night. During New Year's Eve, presents are distributed to the family members and a cheese pie is prepared. A coin is hidden in the cheese pie and the person to find it has good luck for the rest of the year.

On Easter, a whole lamb is baked in the barbecue and eggs are dyed red. Easter signifies the end of 40-days fasting, so the whole family gathers to celebrate and have lunch together.

Weddings are also very important for the Greeks. Commonly, weddings are celebrated throughout an entire week. Greeks weddings are quite big – a lot of people attending them. It is obligatory for all the guests to bring a gift to the couple.

Religion in Greece:

The biggest percentage of the Greek population is very religious and thinks that religion is a very important part of Greek culture. The most popular religion in Greece is Christianity (and more specifically the Eastern Orthodox Church). Although, there are minorities of other religions as well. A percentage of the Greek population are also Muslims, Catholics, and Atheists.

2.2 Education Opportunities

Bodies providing VET education in Greece

Vocational High School

The Vocational High Schools are part of the National Educational System in Greece. In these schools, except the general courses (mathematics, literature, physics, biology, etc) are provided also courses specialized in several professions. The professions included in the Vocational High Schools are IT, engineering, electronics/automation, construction, environment and natural resources, administration, and economics, agribusiness-food technology, captains and engineers of the merchant navy. The Vocational High Schools are operating both mornings and afternoons. In the afternoon Vocational High Schools can be registered just persons from 16 years old and above.

Non-formal education and training: vocational training schools, vocational training institutes, colleges, and lifelong learning centers

This type of education can help people inquire nationally recognized qualifications. It can be a public or private type of education and the learning outcomes can be connected with the ECVET credit system.

Vocational Training Schools (gr. ΣΕΚ)

They can be private or public and they offer vocational education to those who have completed their obligatory studies (they have completed at least 3 out of 6 years of high school). The duration of the studies is 3 years. For those who are above 20 years old and they are working, there is an option to attend the classes in the afternoon.

Vocational Training Institutes (gr. ΙΕΚ)

They are private or public and offer vocational education to those who have graduated from High School or the Vocational Training School. The aim of these institutes is to prepare the students to enter the labor market. The studies last 5 semesters – 4 semesters theoretical and 1-semester practical classes.

Programs of vocational training in higher education

There are some vocational programs offered by schools of higher education. These kinds of studies last at least 2 years and they can last by 5 years. Most of the time, the curriculum contains some hours of work-based learning processes. In order someone to start studying in these types of schools, he/she needs to pass the examinations for entering higher education.

Training programmes for migrants

There are also trainings offered by several organizations and public bodies, addressed directly to people with migrant background. In that way, people belonging to this societal group, have the opportunity to educate themselves and as consequence have better opportunities in the job market and facilitate the process of their inclusion in the society.

These trainings are often organized by different kind of organizations or public bodies, and are funded either by European funds or by national funds. Below are some examples of existing programmes in Greece:

Programme “Odysseus”

This programme aims to educate people with foreign background that are legally live in the territory of Greece, on the Greek language, history and culture. Through this programme, people can develop several practical and social skills, which will them to get integrated in the society. The Odysseus programme is part of the Operational

Program “Education and Lifelong Learning” of the Ministry of Culture, Education and Religions and is co-funded by the European Union (European Social Fund) and National Resources.

Trainings on marketing and entrepreneurship for migrants and refugees.

The Ministry of Citizen Protection have opened a call for the development of a training programme on marketing and entrepreneurship for migrants and refugees. This programme aims to facilitate the process of inclusion of migrants and refugees in the Greek job market. When the programme will be finalized, it is estimated that will be lasting 12 months and the learners will have the opportunity to gain several skills and competences, which are necessary for their professional realization.

The “ON-D-GO” project.

The ON-D-GO project is a European funded project, developed by 7 different organizations. The project aims to support the economic integration of migrants through the development of a tailor-made entrepreneurship education program. The project offers a study programme and education tools on entrepreneurship for migrants.

The “URBAGI4WOMEN” project.

This project is developed by 7 European organizations – one of them is the Institute of Entrepreneurship Development. The project aims to carry out activities that will help migrant women integrate welcoming communities and find their place in these societies. Through this project a set of vocational training programmes were developed, including several empowerment activities designed to prepare migrant women for working life through a mix of non-formal and informal learning, focused on horticulture practices and food preparation,

3. The case of Spain

3.1 Knowledge of the host country's culture

The culture of Spain is based on a variety of historical influences and its huge cultural diversity is mostly thanks to all the historical migration processes that took place from/to Spain. Statistics from 2018 show that almost 17% of Spanish citizens are “Second generation Spaniards”¹, meaning that more than one in six Spanish residents are already children of a father and/or mother coming from foreign countries². From an intercultural perspective, the recognition of the added value of all the different pluralities that coexist in this territory (ethnic, linguistic, religious, social), is an essential aspect to take in account when analyzing the country's culture while it contributes to understand its enrichment from a global and interdependent perspective.

Regions and competencies

Spain is divided into 17 Autonomous Communities. Each Autonomous Community (AC) is divided into provinces (some AC comprise no more than one province each), and provinces are divided into municipalities.

While sovereignty is vested in the nation as a whole, represented in the central institutions of government, the nation has, in variable degrees, devolved power to the communities. Each community has its own set of devolved powers which, in turn, exercise their right to self-government within the limits set forth in the constitution and their autonomous statutes. The competences of the autonomous communities are not homogeneous, but they all have the same parliamentary structure.

In several regions of the Spanish state, especially in Catalunya, The Basque Country and Galicia, there are diverse cultural identities and languages, and political struggles for autonomy and independence. It is a sensitive aspect and very significant to a big part of the population.



1 INE – Instituto Nacional de Estadística: <https://www.ine.es/>

2 Second generation migrant: A person who was born and is residing in a country and at least one of his/her parents previously entered as migrants. https://ec.europa.eu/home-affairs/whatwedo/networks/european_migration_network/glossary_search/second-generationmigrant_en

Languages in Spain

Spanish is official language throughout the country. Various other languages have coofficial or recognised status in specific territories, and a number of unofficial languages and dialects are spoken in certain localities. Most of them have legal and co-official status in their respective communities and are widespread enough to have daily newspapers and significant book publishing and media presence in those communities. In the cases of Catalan (Autonomous Community of Cataluña) and Galician (Autonomous community of Galicia), they are the main languages used by the Catalan and Galician regional governments and local administrations. A number of citizens in these areas consider their regional language as their primary language and Spanish as secondary.

Religion in Spain

Catholic Christianity is the largest religion in Spain, and most of the Spanish population

(almost 69%) self-identify as Catholics. The Spanish Constitution of 1978 abolished

Catholicism as the official state religion, while recognizing the role it plays in Spanish society. As a result, there is no official religion and religious freedom is protected. All religions are recognized, accepted and respected, meaning that no one can be forced to state their beliefs, religion or ideology. All people are free to give and receive religious teaching, as well as to practice their own religion according to their beliefs.

Gender roles and women's situation in Spain

The Spanish Constitution advocates the right to equality and non-discrimination based on sex. Different international conventions, including the Convention on the Elimination of All Forms of Discrimination against Women from the United Nations, or the Amsterdam Treaty of 1999 in Europe, promulgate equality between men and women as a fundamental right.

Moreover, Spain has consolidated its institutional framework around gender equality policies at the national level with the creation of the Woman's Institute, an Equality Policies General Secretariat (in 2004) and

a Ministry of Equality (2008). It has implemented gender equality policies through instruments such as equality plans and laws. In 2007 the Equality Law³ has been adopted, covering a wide range of issues, from paternity leave to a more gender balanced political representation.

Although it must be recognised the progress reached, Spain still has many challenges ahead. These include, among others, a better implementation of the Laws on Gender Violence, Dependency, and Equality, including an increase in the budgetary support for the laws, the introduction of a longer and binding paternity leave so that men will more equally share care responsibilities with women, the development of a universal and quality public care system for children and dependents to discharge women from their main role of carers and gender mainstreaming to ensure effective equality in all processes and sectors.

Gender equality policies and the institutional framework have been reinforced in Spain both at the national level as detailed before, and also at regional level, where gender equality agencies can be found in the Autonomous Communities. In case of the Autonomous Community of Aragon, The aragonees Women's Institute (Instituto Aragonés de la Mujer) is the Equity Body provided by the Regional Government to promote the effective equality between women and men and to assure the participation of women in all political, cultural, economic and social sectors. Another of its functions is aimed to promote the eradication of violence against women; through actions of prevention, awareness, coordination and management of services, and resources to guarantee complete and wide-ranging support to women victims of any gender-based violence. Some of the services provided are linked to the Social Care Services, Psychological Care Services, Legal and Labor Advice Service and Service for Women and Minor Victims of Gender-based Violence.

As said, there is a solid structure in Spain at both national and regional level to promote gender equity. However, the reality shows a long way to go to assure equity and to eradicate gender-based violence. From an intersectional perspective, must be noted that Gender

oppression cannot be universalized or isolated from other oppression systems. To analyze discriminations, exclusions and violences that suffer women in Spain, or any other country, must be taken in account other factors that determine a person's identity like her/his ethnicity, social status, sexual orientation, etc.

The intersectional approach⁴ allows the analysis about the different discriminations and complexities faced for example by migrant women, since the tendency to assume a universal and generalized approach to women's experiences without taking in account the complexities faced by the fact that they are women AND migrants.

As mentioned above (see section 2.1), the household and cleaning working sector, is a historically invisibilized sector, poorly paid, mostly covered by women and most of them, also migrants⁵. The fact that they are women and migrants add elements of potential discrimination to the employment relationship, in a sector characterized by subordination and precarious working conditions.

3 <https://www.boe.es/buscar/pdf/2007/BOE-A-2007-6115-consolidado.pdf>

4 Fundación InteRed (2019), *Coeducando, hacia una ciudadanía Global, comprometida por un mundo libre de violencias machistas*

5 Fundación InteRed (2014) *Actúa con Cuidados, Tácticas y estrategias*

<https://www.intered.org/es/recursos/recursos-educativos/la-revolucion-de-los-cuidados-tacticas-y-estrategias>



3.2 Education opportunities

The Spanish Education System

The legislative framework that guides the Spanish education system is the Spanish Constitution of 1978, in which it is established that basic education is compulsory and free from the ages of 6 to 16. It stipulates (in Article 27) that every person has a right to education, and that the aim of education is to be the full development of the human personality with respect for the democratic principles of living together and fundamental rights and freedoms. This right is guaranteed beyond the legal status of the parents, meaning that every school-age child has the right to a basic education regardless whether or not their parents are in a regular situation in Spain.

In general terms, guaranteeing the right to education falls under the purview of the Ministry of Education, Culture and Sport (known by the Spanish acronym MECI). This ministry is responsible for regulating the basic aspects and guaranteeing equality for all Spanish nationals, pursuant to Article 149.1 of the Constitution of 1978. By virtue of that same constitutional order, however, the legislative and executive competencies for education fall

essentially under the Autonomous Communities, which leads to a notable internal diversity in terms of education policy. The provision of education services is consequently the direct responsibility of the educational administrations of those communities, frequently in cooperation with local authorities tasked with providing essential services to citizens.

To guarantee the right to education to every school-age child, it exists an Absenteeism Protocol by which it is articulated an organised procedure to prevent, detect or intervene in scholar absenteeism situations.

Another characteristic about the Spanish education system is the linguistic plurality, which generates different linguistic teaching models in different regions. As mentioned above, Spanish is official language throughout the country, but various other languages have co-official or recognised status in specific territories.

Access to education for migrant people in Spain:

Foreign minors have the right to education under the same conditions as Spanish minors. This right includes being granted the corresponding academic qualification and access to the public system of scholarships and grants.

The education system is organized into the following stages:

0-6 years: Infant education.

6-12 years: Compulsory Primary education.

12-16 years: Compulsory secondary education (ESO).

16-18: Baccalaureate (Bachillerato) / Intermediate Vocational Training

Higher education: university, higher level vocational training, higher level arts, plastic arts and sports training.

Education opportunities for adults in Spain

As seen above, every school-age child has direct access to compulsory education (Primary Education Secondary Education), regardless his/her legal status in Spain. In case of postcompulsory studies (Baccalaureate, Intermediate Vocational Training or Higher Education), it is necessary to meet specific academic requirements and an adequate level of Spanish (or co-official language in case of some of the autonomous communities) to be able to follow the course without difficulties.

The requirements may consist of:

1. Specific tests or a specific degree, such as the School Graduate or Baccalaureate.
2. Validation of the degree achieved at the country of origin. The process of approval and validation of previous studies is carried out through the educational administrations. This procedure is important in case the person is planning to continue his/her studies towards a higher education, or in case he/she wants to access to a job according to his/her background.

Note that only foreign nationals lawfully residing, can access to post-compulsory education, obtain the corresponding qualifications and access the public system of grants under the same conditions as Spanish nationals.

However, there is a big variety of courses and programs provided by public centers and Non-Governmental Organizations (NGOs) including language courses, support for jobseekers and other professional courses and workshops (see section 2.3). The trainings and courses run by public bodies are under the competencies of regional governments, meaning that the offer might vary from one Autonomous Community to another.

In case of Zaragoza, Autonomous Community of Aragón, below there is a list of organizations/Centers that provide different adult training programs:

CODEF

Adult Education Center Offers Spanish courses and other specific trainings.

<http://www.faea.es/codef.php>

OSCUS – Fundación Sociocultural Sopeña

Offers Occupational workshops: machine sewing, crafts, crochet, drawing, yoga, cooking, guitar, computing, general culture, English, theater. Also courses for foreigners: Spanish, literacy, driving license.

FUNDACIÓN EL TRANVÍA

Variety of Training programs (priority given to unemployed people)

<https://ftranvia.org>

Fundación FEDERICO OZANAM:

Adult education, job orientation <https://www.ozanam.es>

CRUZ ROJA

Training Center with variety of training programs.

<https://www.cruzroja.es/webCre/formacion>

CASA DE LAS CULTURAS

Municipal Center created to promote social integration of migrant people. It offers courses, activities, Spanish classes.

<https://www.zaragoza.es/ciudad/sectores/casacultura>

4. The case of Finland

4.1 Knowledge of the Finnish culture

Gender Roles:

Finland is one of the leading countries in gender equality and Finland is committed to continue to foster and promote the equal treatment and opportunities between genders in many different areas in life. At home, both women and men have an equal responsibility of the family and home.

Family Ties:

Family is important for Finnish people, but the concept of family is often understood to be narrower than in many other countries. In Finland, family is often seen to consist of the nuclear family (parents and children), of the people living in the same household. Additionally, there are multiple other ways of being a family in Finland. Also, a childless couple can form a family, the adults of a family can be either of the opposite or same sex. A family can also consist of a single parent or a couple with children from previous relationships.

Customs and traditions:

Finnish people appreciate traditions despite being relatively liberal. Finnish people celebrate most traditional holidays by spending time at home with their family and friends, going to visit relatives or staying at a summer cottage in the nature. It is often said that Finnish people are quite reserved, which may be due to the lack of small talk culture - although this is slightly changing. Additionally, silence is a natural part of the communication and culture and words are usually taken seriously in Finland.



Religion:

Most Finnish people are Christian, and more specifically they formally belong to the Evangelical-Lutheran Church (about 69,7% of Finnish people in 2019) but are not very religious. There are minorities of other religions as well. Additionally, with the growing immigration, both the number of and understanding of other religions is growing too. Personal religious views of people are respected. However, there is still need for increasing tolerance of other religions and cultures.

Politics:

Finnish people have relatively high level of trust in media, politicians, the police and the legal system. Consensual features, such as multiparty governments, are very typical for the Finnish politics.

4.2 Education opportunities

Education opportunities for adults in Finland

The Finnish education system consists of a nine-year compulsory education, a post-compulsory vocational education and general upper secondary schools, and higher education. The Finnish educational system aims that a person's degrees, studies or a professional work experience in other countries form a basis for the planning one's further education in Finland. If you have a degree completed in a foreign country, you can apply for its accreditation in Finland from the Finnish National Board of Education. Different educational opportunities aim to guarantee the opportunity to act as an equal member of the Finnish society. There are both formal and non-formal opportunities and you can often use the studies, degrees, and experience you have gained abroad and supplement your studies in Finland. Adults living in Finland can apply to the following educational opportunities:

Integration training⁶ gives adult immigrants better possibilities of becoming a part of Finnish society; you can learn the national languages, improve communication, civic and working life skills, and get a personal vocational plan. You will be instructed to take part in integration training, if you have lived less than three years in Finland, are over 17 years old and unemployed or becoming unemployed soon, and if the integration training is suited to your learning abilities and supports your overall integration and employment targets. After the integration training you can move on forward to employment, vocational training or professional studies, or pursue comprehensive school or general upper secondary school studies.

Finnish and Swedish courses are offered at many educational institutions, such as vocational adult education centers, adult education centers, general upper secondary schools for adults and summer universities. The courses can be of different lengths and levels. The local TE services and different educational institutions offer more information.

Adult basic education is offered for adult immigrants who have not completed basic education, need a basic education certificate to continue studies in secondary education, or need to improve skills, such as reading, writing, mathematics, and basic knowledge about Finnish society. The studies can be completed in upper secondary schools for adults, general upper secondary schools or folk high schools or sometimes as a private student in different educational institutions. Every student is provided with an individual study plan takes into account earlier studies or knowledge and skills acquired by other means. In basic education for adults, you can complete the syllabus in basic education and obtain a basic education certificate, study individual subjects in basic education, raise the grades in your basic education certificate, and complete early-stage studies in adult basic education. Basic education for adults takes about two years.

General upper secondary education for adults is provided by some general upper secondary schools for adults and folk high schools and comprises 44 courses. You can apply for a general upper secondary school if you have completed basic education or corresponding education. If you apply with a foreign certificate, general upper secondary schools specifically evaluate your capabilities for completing your studies. An application can be sent throughout the year.

⁶ https://www.te-palvelut.fi/te/en/jobseekers/career_education_training/integration_training_immigrants/index.html

Vocational education and training offer an opportunity to gain a professional qualification. You can apply if you have a certificate from a comprehensive school or an equivalent educational certificate, and sufficient skills in the Finnish language. Completing a vocational degree in Finland is a good option as it strengthens person's position in the labor market.

Higher education is organized in both the universities of applied sciences and at the universities. There are many courses and programs both in Finnish and English. The requirement for the admission is either the upper secondary or vocational education certificate. Requirements can vary between programs so you should always check the precise requirements for application eligibility in the description of the education.

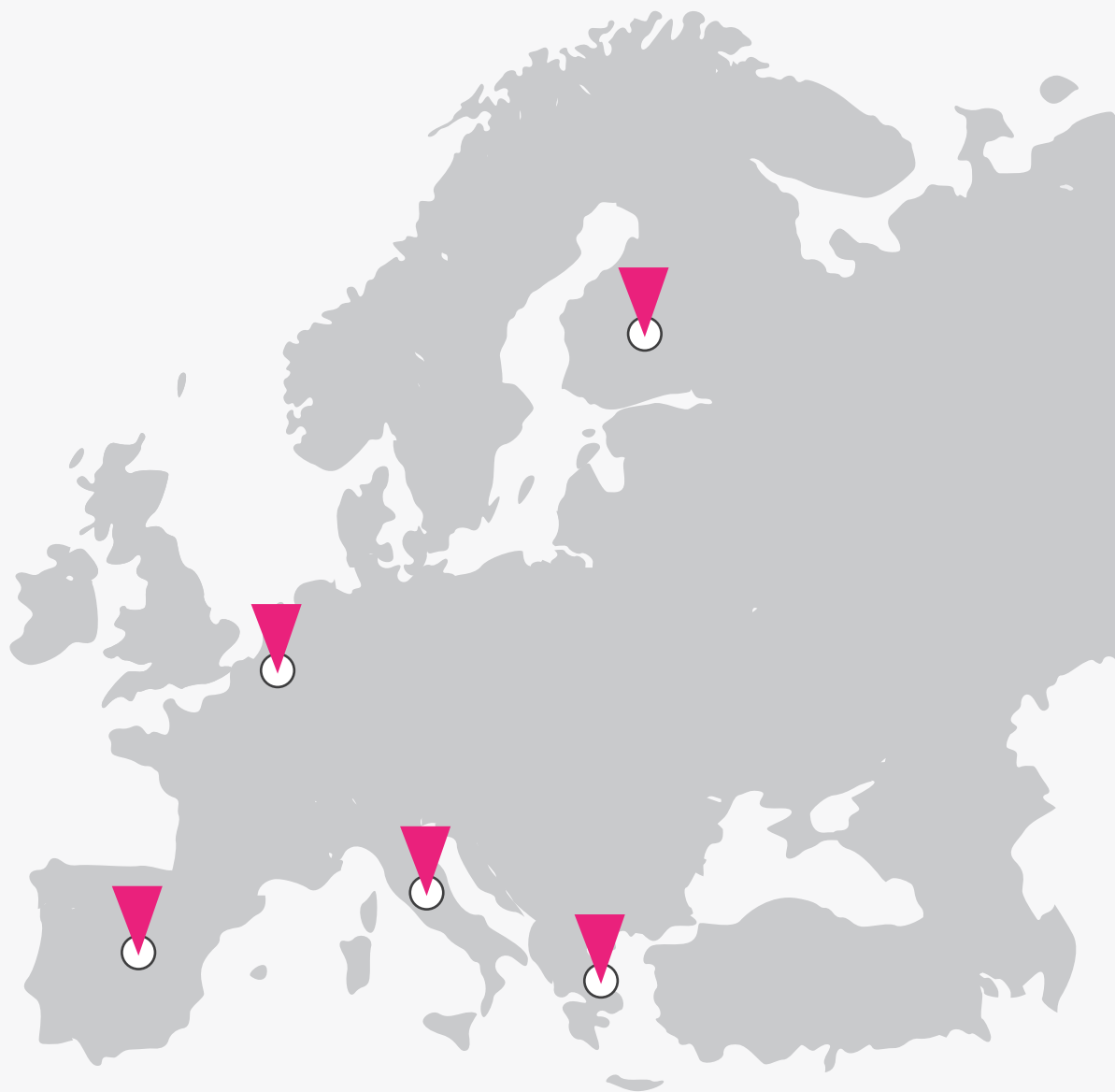
Necessary documents for studies in Finland

Asylum seekers can participate in basic education. After basic education, it is possible to apply for and accept a place for post-graduate studies if the criteria for student admission for the education in question is met. An exception to this is education that prepares for the general upper secondary school for which a residence permit is required in the application phase.

If you study in Finland for more than three months, you need a residence permit. Citizens of an EU state, Iceland, Liechtenstein, Norway or Switzerland, do not need a residence permit in Finland. Without a residence permit, you can study in Finland for a maximum of 90 days and you may still need a valid visa. You cannot be granted a residence permit for studies if you are applying for asylum in Finland, have been granted international protection in an EU Member State or have received a deportation decision from Finland⁷.

If you have any previous studies or degrees completed, it is important to have all possible certifications available and translated into English, if possible.

⁷ <https://migri.fi/en/studying-in-finland>



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