



ERASMUS+

Proposal Template

**Administrative Forms (Part A)
Project Technical Description (Part B)**

Erasmus: Key action 1: Erasmus Charter for Higher Education

EACEA-03-2020 ECHE-LP-2020

Version 1.1
4 March 2020

Наслов

Last Chance to Register with a Bursary: Professional Certificate in Tackling Human Trafficking

Од

International Centre for Parliamentary Studies <training@parlicentre.org>

За

<rectorate@mod.gov.rs>

Датум

2021-04-19 10:05

Приоритет

Средњи

**Professional Certificate in Tackling Human Trafficking**

24th - 28th May 2021 | Virtual Learning

Dear Colleague,

This is a reminder that we still have the last place available onto the next **Professional Certificate in Tackling Human Trafficking**, which will take place via Zoom on the 24th - 28th May 2021 (GMT time).

To join us on the programme [register online](#) or [contact us](#) directly to secure your place(s).

A comprehensive analysis of the tools to counter human trafficking will be provided, with subjects to be discussed including:

- The economics of human trafficking
- The crux of the trafficking issue and policy impacts
- The immigration/asylum debate and impact on policy
- Gender and human trafficking
- Public awareness campaigns
- Supporting victims of human trafficking

As funding has been allocated to this programme, a number of part-sponsored bursary places are available on a first-come, first-served basis. Please [contact us](#) immediately if you wish to participate in the programme but are unable to cover the full fees.

After the completion of this course, you will immediately benefit from:

- Being eligible for membership of The Institute of Leadership and Management and will receive a ICPS/TILM joint Certificate of achievement
- You will have access to a raft of resources to help you with your continuing professional development, including an award-winning library of elearning content
- Access to a community of over 30,000 members worldwide enabling you to collaborate and grow your knowledge and skills
- Receipt of weekly news updates, podcasts and cutting-edge research and a monthly published journal and invitations to topical webinars
- Authorisation to use approved letters AMInstLM (Associate Member of The Institute of Leadership and Management) after your name for business correspondence
- Note that you will also be able to discuss qualification options for Leadership and Management directly with ILM should you want to.

For more information please contact us by phone on +44 20 3137 8648, or email us at enquiries@parlicentre.org.

Do feel free to circulate this information to relevant colleagues.

Kind regards,

The International Training Team

International Centre for Parliamentary Studies

Tel: +44 (0) 20 3137 8648

Fax: +44 (0) 20 3137 1459

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To discuss tailored training solutions in London or your country, please contact Executive Director Tracy Drewett on:

[+44 203 137 8645](tel:+442031378645)

tracy.drewett@parlicentre.org



ERASMUS+

PROPOSAL (PART B)

Erasmus: Key action 1: Erasmus Charter for Higher Education

EACEA-03-2020 ECHE-LP-2020

IMPORTANT NOTICE


Applications must be submitted via the Funding & Tenders Portal Submission Service before the call deadline.


Applicants must use this template for their applications (designed to highlight important aspects and facilitate the assessment against the evaluation criteria).

Character and page limits:

- page limit **20** pages
- supporting documents can be provided as an annex and do not count towards the page limit
- minimum font size — Arial 8 points
- page size: A4
- margins (top, bottom, left and right): at least 15 mm (not including headers & footers).

Please abide by the formatting rules. They are not a target! Keep your text as concise as possible. Do not use hyperlinks to show information that is an essential part of your proposal.

 If you attempt to upload an application that exceeds the specified limit, you will receive an automatic warning asking you to shorten and re-upload your application. After you have submitted it, any excess pages will be made invisible and thus disregarded by the evaluators.

 **Please do NOT delete any instructions in the document. The overall page-limit has been raised to ensure equal treatment of all applicants.**

HISTORY OF CHANGES		
VERSION	PUBLICATION DATE	CHANGE
1.0	11.02.2020	Initial version
1.1	04.03.2020	Changes in page 10, 1st box after the Erasmus Policy Declaration

COVER PAGE

Part B of the proposal must be filled out by the participants in WORD, assembled and uploaded as PDF in the Funding & Tenders Portal Submission System. The template to use is available there.

Note: *Please take due account of the objectives and Charter's principles to be awarded with the Charter under the call (see Call document). Pay particular attention to the award criteria; they explain how the proposal will be evaluated.*

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COMMITMENT TO THE ERASMUS CHARTER PRINCIPLES

Declaration

I, undersigned, declare that if my institution is awarded with an Erasmus Charter for Higher Education, my institution will undertake to:

- Respect in full the principles of non-discrimination, transparency and inclusion set out in the Programme.
- Ensure equal and equitable access and opportunities to current and prospective participants from all backgrounds, paying particular attention to the inclusion of those with fewer opportunities.
- Ensure full automatic recognition of all credits (based on the European Credit Transfer and Accumulation System – ECTS) gained for learning outcomes satisfactorily achieved during a period of study/training abroad, including during blended mobility.
- Charge no fees, in the case of credit mobility, to incoming mobile students for tuition, registration, examinations or access to laboratory and library facilities.
- Ensure the quality of the mobility activities and of the cooperation projects throughout the application and implementation phases.
- Implement the priorities of the Programme:
 - By undertaking the necessary steps to implement digital mobility management in line with the technical standards of the European Student Card Initiative.
 - By promoting environmentally friendly practices in all activities related to the Programme.
 - By encouraging the participation of individuals with fewer opportunities in the Programme.
 - By promoting civic engagement and encouraging students and staff to get involved as active citizens before, during and after their participation in a mobility or project.

WHEN PARTICIPATING IN MOBILITY ACTIVITIES

Before mobility

- Ensure that selection procedures for mobility activities are fair, transparent, coherent and documented.
- Publish and regularly update the course catalogue on the website of the Institution well in advance of the mobility periods, so as to be transparent to all parties and allow mobile students to make well-informed choices about the courses they will follow.
- Publish and regularly update information on the grading system used and grade distribution tables for all study programmes. Ensure that students receive clear and transparent information on recognition and grade conversion procedures.
- Carry out mobility for the purpose of studying and teaching only within the framework

of prior agreements between institutions. These agreements establish the respective roles and responsibilities of the different parties, as well as their commitment to shared quality criteria in the selection, preparation, reception, support and integration of mobile participants.

- Ensure that outgoing mobile participants are well prepared for their activities abroad, including blended mobility, by undertaking activities to achieve the necessary level of linguistic proficiency and develop their intercultural competences.
- Ensure that student and staff mobility is based on a learning agreement for students and a mobility agreement for staff validated in advance between the sending and receiving institutions or enterprises and the mobile participants.
- Provide active support to incoming mobile participants throughout the process of finding accommodation.
- Provide assistance related to obtaining visas, when required, for incoming and outgoing mobile participants.
- Provide assistance related to obtaining insurance, when required, for incoming and outgoing mobile participants.
- Ensure that students are aware of their rights and obligations as defined in the Erasmus Student Charter.

During mobility

- Ensure equal academic treatment and the quality of services for incoming students.
- Promote measures that ensure the safety of outgoing and incoming mobile participants.
- Integrate incoming mobile participants into the wider student community and in the Institution's everyday life. Encourage them to act as ambassadors of the programme and share their mobility experience.
- Provide appropriate mentoring and support arrangements for mobile participants, including for those pursuing blended mobility.
- Provide appropriate language support to incoming mobile participants.

After mobility

- Provide incoming mobile students and their sending institutions with transcripts of records containing a full, accurate and timely record of their achievements at the end of their mobility period.
- Ensure that all ECTS credits gained for learning outcomes satisfactorily achieved during a period of study/training abroad, including during blended mobility are fully and automatically recognised as agreed in the learning agreement and confirmed by the transcript of records/traineeship certificate. They shall be transferred without delay into the student's records, shall be counted towards the student's degree without any additional work or assessment of the student and shall be traceable in the student's transcript of records and the Diploma Supplement.
- Ensure the inclusion of satisfactorily completed study and/or traineeship mobility activities in the final record of student achievements (the Diploma Supplement).



РЕПУБЛИКА СРБИЈА
МИНИСТАРСТВО НАУКЕ,
УНИВЕРЗИТЕТ ОДБРАНЕ
РЕКТОРАТ

EU Grants: Proposal template (EACEA Erasmus+ IBA): V1.0 – 11-02-2020

Encourage and support mobile participants upon return to act as ambassadors of the programme, promote the benefits of mobility and actively engage in building alumni communities.

Ensure that staff is given recognition for their teaching and training activities undertaken during the mobility period, based on a mobility agreement and in line with the institutional strategy.

20 APR 2021

WHEN PARTICIPATING IN EUROPEAN AND INTERNATIONAL COOPERATION PROJECTS

- Ensure that cooperation activities contribute towards the fulfilment of the institutional strategy.
- Promote the opportunities offered by the cooperation projects and provide relevant support to staff and students interested in participating in these activities throughout the application and implementation phase.
- Ensure that cooperation activities lead to sustainable outcomes and that their impact benefits all partners.
- Encourage peer-learning activities and exploit the results of the projects in a way that will maximise their impact on individuals, other participating institutions and the wider academic community.

FOR THE PURPOSES OF IMPLEMENTATION AND MONITORING

- Ensure that the long-term institutional strategy and its relevance to the objectives and priorities of the Programme are described in the Erasmus Policy Statement.
- Ensure that the principles of the Charter are well communicated and are applied by staff at all levels of the Institution.
- Make use of the "ECHE guidelines" and of the "ECHE self-assessment" to ensure the full implementation of the principles of this Charter.
- Regularly promote activities supported by the Programme, along with their results.
- Display this Charter and the related Erasmus Policy Statement prominently on the Institution's website and on all other relevant channels.

On behalf of the Institution, I acknowledge that the implementation of the Charter will be monitored by the Erasmus National Agencies and that a violation of the above principles and commitments may lead to its withdrawal by the European Commission.

On behalf of the institution, I commit to publishing the Erasmus Policy Statement on the institution website.

Legal representative of the institution

Lieutenant General Goran Radovanović, PhD, Rector



Signature of the legal representative

In the following sections of the application form, you will need to explain how your institution will fulfil the ECHE principles if the Charter is awarded. You are encouraged to consult the [ECHE Guidelines](#) for support in completing this application.

Please note that your Erasmus+ National Agency will monitor your Erasmus Policy Statement and your answers to the questions given in the application. The Erasmus+ National Agency reserves the right to request more information on your activities and propose supplementary measures, for the purposes of monitoring and implementing the Charter principles by your institution.

1. ERASMUS POLICY STATEMENT (EPS)

1.1 Erasmus activities included in your EPS

In this section, you need to tick the Erasmus activities covered by your Erasmus Policy Statement. Please select those activities that your HEI intends to implement during the entire duration of the Programme.

Erasmus Key Action 1 (KA1) - Learning mobility:

The mobility of higher education students and staff ☒

Erasmus Key Action 2 (KA2) - Cooperation among organisations and institutions:

Partnerships for Cooperation and exchanges of practices ☒

Partnerships for Excellence – European Universities ☐

Partnerships for Excellence - Erasmus Mundus Joint Master Degrees ☒

Partnerships for Innovation ☐

Erasmus Key Action 3 (KA3):

Erasmus Key Action 3 (KA3) - Support to policy development and cooperation: ☐

1.2 Erasmus Policy statement (EPS): your strategy

Your Erasmus Policy Statement should reflect how you intended to implement Erasmus after the award of the ECHE. Should you wish to add additional activities in the future, you will need to amend your Erasmus Policy Statement and inform your Erasmus National Agency.

What would you like to achieve by participating in the Erasmus Programme? How does your participation in the Erasmus Programme fit into your institutional internationalisation and modernisation strategy?

(Please reflect on the objectives of your participation. Please explain how you expect the participation in Erasmus to contribute towards modernising your institution, as well as on the goal of building a European Education Area¹ and explain the policy objectives you intend to pursue).

Original language (and translation into EN, FR or DE if the EPS is not in one of these languages)

Currently, study programme in Forensic Engineering is accredited in English at master level of study. To broaden its academic offer and attract more international students, University of Defence in Belgrade has increased the scope of its English-language courses (students/cadets at the Bachelor level of study, are learning English during the whole period of the education - 4 / 5 years).

On the other hand, there is a need to include elements of international participation in the existing curriculums, and to work on the professional development of lecturers and staff. University of Defence shows an unequivocal dedication to this objective with the building of an additional campus capacities for international students, with a variety of activities and facilities to provide a realistic basis for attracting international students.

Understanding the seriousness of this task, it is imperative to invest effort in the development of institutional and organizational frameworks. Further requirements include:

- Provide international students with complete study support at University;
- Training of administrative staff for work with international students;
- Keeping records of international students;
- Providing accommodation and meals at the University campus;
- Helping foreign students in getting study visas;
- Helping foreign students in providing health insurance coverage in Serbia;
- Realization of student mobilities and the mobilities of academic and administrative staff.

The task of University in realizing this goal is to ensure better possibilities for student and staff exchange. Mobility schemes provide conditions for completing a study period abroad, both for incoming and outgoing students and staff. An increase in the number of these international mobility programmes is imperative. This can be achieved by aligning the study programmes of partner universities based on the ECTS system of credit accumulation and transfer. By 2023, the goal is to significantly increase the student mobility rates, and provide the necessary conditions for the advancement of international mobility schemes. University of Defence aims to develop and improve the process of academic exchange for the teaching staff, by taking steps to find adequate partner institutions and establish an active cooperation. A rise in mobility will add to the professional skills and quality of the teaching process and study modules. Beginning with the strategic goal of University to raise the level of internationalization, the EU programme ERASMUS + holds a significant place.

The terms for student and staff mobility are approved and in-place parts of inter-institutional contracts among University and international partners, which enable both incoming and outgoing students and staff to apply for financial aid within credit-bearing Erasmus+ mobility schemes. University of Defence plans to take maximum advantage of the possibilities offered by the Erasmus+ schemes.

University of Defence in Belgrade was founded on February 24th, 2011, and so far has participated in 3 EU projects: TEMPUS: Studies in Bioengineering and Medical Informatics -BioEMIS (530423-TEMPUS-1-2012-1 UKTEMPUS-JPCR) , ERASMUS +: Development of master curricula for natural disasters risk management in Western Balkan countries / NatRisk (573806-EPP-1-2016-1-RS-EPPKA2-CBHE-JP) and Improving Academic and Professional Education Capacity in Serbia in the area of Safety & Security (by means of strategic partnership with the EU) / ImprESS (586410-EPP-1-2017-1-RS-EPPKA2-CBHE-JP). Realization of these type of projects is one of the primary ways of increasing internationalization of the University, which is also the institutional, and national priority of higher education development in order to improve the integration of Serbia into the European system of higher education. Among planned mobilities in ongoing projects, University of Defence has signed ERASMUS + bilateral partnership mobility agreements with National University for Public services (NUPS) in Budapest, Hungary and Slovakian Military Academy "Milan Rastislav Stefanik" in Liptovski Mikulas, Slovakia.

Please reflect on the Erasmus actions you would like to take part in and explain how they will

¹ For more information on the priorities of the European Education Area, such as recognition, digital skills, common values and inclusive education, please consult the following website:
https://ec.europa.eu/education/education-in-the-eu/european-education-area_en

be implemented in practice at your institution. Please explain how your institution's participation in these actions will contribute to achieving the objectives of your institutional strategy.

Original language (and translation into EN, FR or DE if the EPS is not in one of these languages)

University of Defence in Belgrade has adopted Internationalization Strategy (http://www.uo.mod.gov.rs/webcms/file/736_lsr/odluka1_15032018.pdf) and Action Plan for the Implementation of the Internationalization Strategy of the University of Defence in Belgrade 2018-2023. (http://www.uo.mod.gov.rs/webcms/file/737_lsr/odluka2_15032018.pdf).

The main objectives of the internationalization strategy are that larger number of study programs in English will be accredited, foreign students' enrolment will be initiated, mobility of students and staff will be increased, efforts for the development of joint study programs and participation in international scientific research projects will be motivated. As up to now, the University of Defence in Belgrade remains focused on building partnerships in education, innovation and research. In order to achieve planned goals, University of Defence in Belgrade has also adopted Strategy for mobility of cadets/students and staff at the University of Defence.

Erasmus+ staff and student mobility are prioritized in internationalization strategy also. Both types of mobility are equally important for University of Defence in Belgrade and they are marked as important objectives for future development. Core study, scientific and research fields at University of Defence in Belgrade are Social sciences and Humanities, Engineering and Technology and Medical sciences.. Reason for development in this areas is because capacities and resources of University are the strongest in those research field. At this moment, these fields are priority for students first and second cycles) and staff mobility. Also, one of the main tasks of the University of Defence is to educate and train members of the Ministry of Defence of the Republic of Serbia and Serbian Armed Forces, but also members of foreign Armed forces and Ministries of Interior.

What is the envisaged impact of your participation in the Erasmus+ Programme on your institution?

Please reflect on targets, as well as qualitative and quantitative indicators in monitoring this impact (such as mobility targets for student/staff mobility, quality of the implementation, support for participants on mobility, increased involvement in cooperation projects (under the KA2 action), sustainability/long-term impact of projects etc.) You are encouraged to offer an indicative timeline for achieving the targets related to the Erasmus+ actions.

Original language (and translation into EN, FR or DE if the EPS is not in one of these languages)

Partnership and cooperation with the other universities is one of the key segments in internationalization process development. Our basic aim to create new values through partnership in higher education and research, in order to contribute to the development of innovative, knowledge-based economy. The general objective is to foster collaboration, provide opportunity for global experience and to facilitate the advancement of knowledge on the basis of reciprocity, best efforts and practice, mutual benefit and frequent interactions.

In the following period, University of Defence intends to research all possibilities of establishing new joint study programmes within the EU and beyond. The joint programmes are important as they contribute to the quality of study programmes, teaching methods and standards. Participation on projects within the framework of the Erasmus + project is one of the strategic directions of University of Defence in Belgrade

2. IMPLEMENTATION OF THE FUNDAMENTAL PRINCIPLES

2.1 Implementation of the new principles

Please explain the measures taken in your institution to respect the principles of non-discrimination, transparency and inclusion of students and staff. Describe how your institution ensures full and equitable access to participants from all backgrounds, paying particular attention to the inclusion of those with fewer opportunities.

Mentoring of the incoming mobile participants is arranged by the University of Defence Group for university cooperation and international relations. This group provides participants with information on courses, show all buildings, workshops and classes, and finally offer support for practical aspects, such as restaurants and shops, banks, City Council, and general information on the city and outskirts. Incoming students have an "Introduction to Serbia" course that helps them understand cultural differences and deepen their knowledge about the host country.

The Student Group Mentorship provides peer-to-peer support and mentorship to new and returning international students in a group setting. Every incoming student has an appointed student mentor who meets him at arrival and helps him to integrate into local academic community. The University of Defence Group for university cooperation and international relations, in cooperation with student mentors, organizes cultural activities (visits to cinemas, museums, sightseeing, FEST festival etc.).

University of Defence has campus with the highest standards. Within the campus there is a student dormitory which contains enough spacious two-bed and three-bed rooms, each with a writing desk, a wardrobe, and most importantly, a private bathroom and an equipped kitchen, with TV and internet access. Incoming exchange students admitted into University of Defence through an Erasmus+ programme may also benefit from the services of the Erasmus Student Network Serbia (ESN) international student organization. ESN is at disposal to give students all the information needed and redirect to the person in charge for any query students might have. Also, students can request a Buddy - a local student which is volunteering in the local section, which will be in charge for providing all the relevant information. Students can also enjoy various discounts by getting an ESN card. More information in: <http://esn.rs/incoming-students>

Please explain what measures your institution will put in place to implement the European Student Card Initiative, and promote the use of the programme's Erasmus+ mobile App to students. Please refer to the timeline indicated on the European Student Card Initiative website².

In cooperation with National Erasmus Office (<https://tempus.ac.rs/foundation-tempus/>) and through activities of the Conference of the Serbian Universities (KONUS), and the Ministry of Education, Science and Technological Research (www.mps.gov.rs), University of Defence will implement the European Student Card Initiative, according to the timeline indicated on the European Student Card Initiative website.

Please explain how your institutions will implement and promote environmentally friendly practices in the context of the Erasmus+ programme.

Environmentally friendly practices will be promoted through the promotional lectures and articles in newspapers and on Internet. Also, mailing lists with dedicated content will be used. Participation in Ecological cooperation, actions and competitions of the students at University of Defence and City of Belgrade organized activities. Also, we have implemented content about Ecology and sustainable (friendly) environment development in our Curriculum.

Please explain how you will promote civic engagement and active citizenship amongst your outgoing and incoming students before, after and during mobility.

² https://ec.europa.eu/education/education-in-the-eu/european-student-card-initiative_en

We will promote civic engagement and active citizenship amongst your outgoing and incoming students through the promotional lectures and articles in newspapers and on Internet. Also, we will invite them to use their social media accounts to post uplifting information relevant to making our / their society more civil. They will be called to volunteer in Community centre, Community Garden, to help Veterans, to do some work in non-profit organizations, to help in cleaning Belgrade parks, river banks and lakes.

2.2 When participating in Mobility Activities - After mobility

Please demonstrate your commitment to implement full automatic recognition in your Higher Education Institution.

Please describe the concrete steps you will take to ensure the full automatic recognition of all credits gained for learning outcomes achieved during a mobility period abroad/ a blended mobility, according to the Council Recommendation on Automatic Mutual Recognition³.

Full academic recognition of student mobility period is value that University of Defence, as home institution, always strive and try to accomplish. Study period abroad (including examinations or other forms of assessment) have to fully replace a comparable period of study at the home university (including examinations or other forms of assessment). Also, mobility period recognition is based on mutual trust and confidence in the academic performance of partner institutions. The recognition of mobility period defined with learning agreement follows. All principles, requirements and practical details on sending and receiving students and staff are defined between partners. Results of studies abroad are clearly identifiable on the diploma supplements and transcript of records at the graduation of the student from University of Defence.

This full automatic recognition procedure is described on web link:

<http://www.uo.mod.gov.rs.admin/webcms/file/740%20Isr/odluka5%2015032018.pdf>

Please describe your institution's measures to support, promote and recognise staff mobility:

Staff mobility enables establishing of new contacts and opportunities for future innovative cooperation. In addition, the exchange of experience with host institutions contributes to implementation of adaptable methods and technics in teaching process at home institution. University of Defence has appointed special range of personal, academic and social support services that are designed to help staff in any possible way. University of Defence has all needed offices and staff available to answer on any questions related to the mobility.

One of the ways of supporting staff mobility is getting confirmation of mobility, that is one of important parts in academic title. We are continuously supporting and promoting staff mobilities. Recognition is mentioned on the strategic as well as operational level in our Strategy and the Rules of mobility for students and staff.

Best way of promotion of staff mobility is „word of mouth“ among academic staff who took part in mobility. During mobility period, staff present our University to the partners in order to make interest for applicants (both students and staff) for future cooperation and coming to our university. After finishing the mobility period, member of staff gives his/hers report about the period spent in partner country, bringing back not only new contacts for further cooperation, but some new skills and ways of presentation the subject, as well. This makes added values of staff mobility.

The members of staff are issued certificates as proof of completed mobility by the host institution, and this document may be used for further improvement in academic career.

2.3 For the Purposes of Visibility

Please provide the web link where you will host the Erasmus Policy statement in the future. Please reflect on how you plan to regularly promote the activities supported by the Programme.

³ The text of the Council Recommendation on Automatic Mutual Recognition may be found at: [https://eur-lex.europa.eu/legal-content/EN/TXT/?qid=1568891859235&uri=CELEX:32018H1210\(01\)](https://eur-lex.europa.eu/legal-content/EN/TXT/?qid=1568891859235&uri=CELEX:32018H1210(01))

http://www.uo.mod.gov.rs/webcms/file/927_Isr/UNID%20Erasmus%20Policy%20Statement.pdf

Activities will be promoted on the web site of the University of Defence in Belgrade (www.uo.mod.gov.rs), on the web site of the Serbian Ministry of Defence (www.mod.gov.rs), through the mailing lists, and on the web sites of the military magazines – Odbrana (www.odbrana.mod.gov.rs/index.php) and Vojno delo (<http://www.vojnodelo.mod.gov.rs/index.php>). And also, mouth to mouth.

Please describe how you will ensure that the principles of this Charter will be well communicated and applied by staff at all levels of the institution.

We will ensure it through the training and education of the personnel and students at all levels of education, by thematic lectures and seminars, peer to peer exchange of experience by participants of ERASMUS + activities from previous period and other students and staff from University, through articles in newspapers and promotional billets, through University web site, etc...