REPUBLIC OF SERBIA
REPUBLIC GEODETIC AUTHORITY

Annual Training plan for 2020

REAL ESTATE MANAGEMENT PROJECT (REMP)

Date: 22nd November 2019

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List of planed trainings and theirs short description - Items in Procurement plan no. D4.1 - TR

1. Component A: Valuation and Property Taxation

Module:	Sales Price Registry – Training for employees in the Department for Real Estate Mass Appraisal according to the program prescribed by the Law on Real Estate Valuators
Objectives:	It is necessary to increase the capacity of personnel working in the Department for Real Estate Mass Appraisal in accordance with legal solutions stipulated in a new Law on Real Estate Valuators.
Target group:	RGA staff
Type of training:	Lectures, closely supervised practical exercises, exam
Duration:	N/A
Location:	Belgrade
Topics to be covered:	N/A
Lecturers:	Authorized appraisers training organization
Approximate number of participants:	7 representatives from Department for Real Estate Mass Appraisal
Note:	*Module transferred from 2019.*

Module:	Improving Valuation infrastructure – Workshop/Seminar on the availability of data from the Registry of Real Estate Prices in accordance with the new Law on Real Estate Valuators and the relevant bylaws
Objectives:	Increasing the capacity of court experts and assessors of the value of real estate through getting to know and discussing the possibilities of using data and reports from the Register of Real Estate Prices
Target group:	Ministry of finance, Tax authority, Court experts, Valuators, Real Estate agents
Type of training:	Presentations, questions and answers, discussion
Duration:	N/A
Location:	Belgrade
Topics to be covered:	N/A
Lecturers:	RGA – Representatives from the Department for Real Estate Mass Appraisal, lecturers by invitation
Approximate number of participants:	N/A
Note:	*Module transferred from 2019.*

2. Component B.2: Support to the National Spatial Data Infrastructure

Module:	MS ACCESS – Advanced course
Objectives:	Acquiring basic skills necessary for management of data extracted from the DMS
Target group:	RGA staff working in the Department for project monitoring, analytics and monitoring of work realization.
Type of training:	Presentations, practical exercises, discussion, questions, answers
Duration:	5 days
Location:	Belgrade

Topics to be covered:	– Advanced data formatting and validation
	– Composite primary key
	– Import and export of data
	– Create links between queries
	– Expression and Where functions
	– Action queries:
	  ° Make Table Query
	  ° Delete Query
	  ° Append Query
	  ° Update Query
	  ° CrossTab Query
	– Find and remove duplicate data

	– Formulas and functions – Using SQL in Access – SubQueries – Advanced forms – Reports in different formats – SQL Application of SQL to forms and reports – Makros in Access database – Access Integration of Access and Excel
Lecturers:	Licensed lecturers for MS Access
Approximate number of participants:	6 participants from Department for project monitoring, analytics and monitoring of work realization
Note:	

Module:	**Relational databases - SQL**
Objectives:	Acquiring basic skills necessary for management of data extracted from the DMS
Target group:	RGA staff working in the Department for project monitoring, analytics and monitoring of work realization.
Type of training:	Presentations, practical exercises, discussion, questions, answers
Duration:	10 days
Location:	Belgrade
Topics to be covered:	– Development and implementation of tables – Advanced table development – Data integrity with limitations – Indices, including optimized and Columnstore indexes – Development and implementation of views – Development and implementation of stored procedures – Development and implementation of user-defined functions – Response of data manipulation using triggers – Development and implementation of in-memory tables – Code-managed implementation in SQL Server – Placing and querying XML data – Working with spatial data – Locating and querying blobs and text documents – Performance measurement and monitoring
Lecturers:	Licensed lecturers for SQL
Approximate number of participants:	6 participants from Department for project monitoring, analytics and monitoring of work realization
Note:	

Module:	**Excel VBA**
Objectives:	Acquiring basic skills necessary for management of data extracted from the DMS
Target group:	RGA staff working in the Department for project monitoring, analytics and monitoring of work realization.
Type of training:	Presentations, practical exercises, discussion, questions, answers
Duration:	10 days
Location:	Belgrade
Topics to be covered:	– Creating a macro – VBA editor – Active cell – Range object – Cells object – Offset feature – Variables, types – Explicit, Implicit, Static functions – Areas of definition

	– Variable lifetime – Working with modules – Constants – MsgBox, InputBox functions – If ... Then ... Else functions – Select Case – For ... Next and Do ... Loop loops functions – Procedures and other functions.
Lecturers:	Licensed lecturers for MS Excel
Approximate number of participants:	6 participants from Department for project monitoring, analytics and monitoring of work realization
Note:	

Module:	**POWER BI**
Objectives:	Acquiring basic and advanced skills needed to visualize analytical data
Target group:	RGA staff working in the Department for project monitoring, analytics and monitoring of work realization.
Type of training:	Presentations, practical exercises, discussion, questions, answers
Duration:	10 days
Location:	Belgrade
Topics to be covered:	– Introduction to Data Warehouse - Data light as an adequate infrastructure; – Introduction to Microsoft Power BI Platform; – Fundamentals of dimensional data modeling; – Power BI Desktop - Upload and integrate data from various sources; – Power BI Desktop - Creating a data model; – Power BI Desktop - Create interactive reports on model data; – Power BI Desktop - DAX Basics. Creating calculating measures and columns; – Power BI Service - Publish a report to the Power BI service in a cloud. Collaborate, publish and share data and reports with other users in the organization. Modify existing and create new reports and dashboards. Power BI Mobile Application Demonstration.
Lecturers:	Licensed lecturers for Power BI
Approximate number of participants:	6 participants from Department for project monitoring, analytics and monitoring of work realization
Note:	

Module:	**Professional training: Erdas Imagine Objective**
Objectives:	The main objective of the training is to expand the knowledge of selected RGA experts working in the field of remote sensing concerning object-oriented classification of satellite images and new methodologies of machine learning in remote sensing in order for RGA to achieve better results by updating existing data (object register, map of the basic land cover, agricultural land map, hazard maps and more).
Target group:	RGA staff working in the Department for remote sensing
Type of training:	Lectures, guidance and practical exercises, discussion, online training
Duration:	5 days
Location:	Belgrade
Topics to be covered:	– Possibilities of application of software solution and module for updating existing data (register of objects, map of basic land cover, map of agricultural land) and production of new products (hazard maps and other applications); – Extraction of objects: o Objective functionality into operators,

	o Methodology of work (mode) of extraction of buildings (extraction of roofs, identification of foundations of buildings) and other natural and artificial spatial objects (land cover, roads), as well as monitoring of changes that occurred on them through epochs; – Classification tools within Imagine Objective solutions; – Machine learning algorithms and operators; – Creating new algorithms within Imagine Objective; – Using Imagine Objective within the Spatial modeler module; – Using additional data within Imagine Objective (LiDAR, Tilt Angle, Terrain Exposure, DTM, and more) – Integration with other GIS software solutions (Arc GIS, QGIS, eCognition).
Lecturers:	Expert from abroad or from Serbia
Approximate number of participants:	5 participants from the Department for remote sensing
Note:	

Module:	**Workshop/International cooperation/Study visits – 13th Regional conference on cadaster and SDI, June 2020, Republic of Slovenia**
Objectives:	In the Republic of Slovenia will be organized regional conference on cadaster and SDI. It is very important for RGA to cooperate with regional institutions, since this international cooperation can significantly contribute to the modernization and accelerating reform of the system of land administration and building spatial data infrastructure.
Target group:	RGA representatives
Type of training:	Presentatuions, discussion, questions, answers
Duration:	4 days
Location:	Republic of Slovenia
Topics to be covered:	Conference agenda will be available afterward
Lecturers:	N/A
Approximate number of participants:	5 representatives from RGA
Note:	The total number of RGA representatives will depend on the total cost (registration fee, accommodation, travel expenses, per diems, the duration of the conference, etc.)

Module:	**Workshop/International cooperation/Study visits –Support to NSDI: Workshops on theme NSDI**
Objectives:	The aim of these workshops is to bring together NSDI subjects and provide information on the development of spatial data infrastructure at all levels and assist subjects in understanding the first steps in joining the NSDI and provide them with practical support in their work on the establishment of NSDI
Target group:	NSDI subjects, professional users, etc.
Type of training:	Presentations, discussion, questions, answers
Duration:	2 Workshops in duration of 1 day in 2020
Location:	Belgrade
Topics to be covered:	N/A
Lecturers:	RGA and NSDI subjects
Approximate number of participants:	60 persons per Workshop
Note:	From REMP fund will be financed only the logistics costs of Workshops (rental costs of suitable conference room and ancillary equipment, catering, etc.).

Module:	**Support to NSDI: Conference on theme INSPIRE/NSDI day**
Objectives:	INSPIRE day will be dedicated to the public and organizations that, so far, did not directly participated in the implementation of the INSPIRE directive and NSDI establishment, so as to the institutions that actively participate in the implementation of the INSPIRE directive. The aim is to inform the general public about the benefits

	of the NSDI, the manner of functioning, current status of the NSDI establishment, etc.
Target group:	Public in general and professional users of NSDI
Type of training:	Presentations, discussion
Duration:	1 day
Location:	Belgrade
Topics to be covered:	N/A
Lecturers:	RGA and selected lecturers from abroad and other Serbian institutions
Approximate number of participants:	150 participants
Note:	From REMP fund will be finance only the logistics costs of the Conference (rental costs of conference room and ancillary equipment for holding the Conference, catering costs, etc.).

3. **Component B.3: Sustainability of the Sector for Information and Communication Technologies**

Module:	**Professional IT training: Use, administration, and implementation of Microsoft SQL Server databases**
Objectives:	Maintenance and improvement of existing databases and the development and maintenance of new ones
Target group:	Selected IT professionals from RGA
Type of training:	Lectures, guided exercises, discussion
Duration:	N/A
Location:	Belgrade
Topics to be covered:	List of topics to be covered by training will be determined later in accordance with the needs of the RGA
Lecturers:	Professionals in the field of software development
Approximate number of participants:	2 participants from Sector for ICT
Note:	

4. **Component C: Institutional Development of the Republic Geodetic Authority**

Module:	**Study visit/Institutional development - World Bank Conference in Washington, USA**
Objectives:	Active participation of representatives of RGA on the Land and Poverty Conference 2020. The aim is to present the results of achieved by RGA in the area of land management and exchange of experiences with colleagues from abroad
Target group:	Selected representatives from RGA
Type of training:	Presentation, discussion
Duration:	14 – 22 March, 2020
Location:	Washington, USA
Topics to be covered:	In accordance with Conference Agenda
Lecturers:	N/A
Approximate number of participants:	4 representatives from RGA
Note:	

Module:	**Committee meeting /Institutional development - UNGGIM meeting in New York, USA**
Objectives:	Active participation of representatives of RGA on the UNGGIM meeting. RGA as a representative of the Republic of Serbia in the work of this important UN body for the management of geospatial information, is actively involved in the implementation and development of an integrated framework for geospatial information as well as other activities within the jurisdiction of UNGGIM
Target group:	Selected representatives from RGA
Type of training:	Presentation, discussion
Duration:	August, 2020

Location:	New York, USA
Topics to be covered:	In accordance with UNGGIM meeting Agenda
Lecturers:	N/A
Approximate number of participants:	2 representatives from RGA
Note:	

Module:	Conference/Institutional development - Eurogeographics General Assembly in Sarajevo, Federation BiH
Objectives:	Active participation of representatives of RGA on the Eurogeographics General Assembly 2019. The aim is to present the results of achieved by RGA in the area of land management and exchange of experiences with colleagues from abroad as well as achieving cooperation on the institutional development of the RGA.
Target group:	Selected representatives from RGA
Type of training:	Presentation, discussion
Duration:	October, 2020
Location:	Sarajevo, Federation BiH
Topics to be covered:	In accordance with Conference Agenda
Lecturers:	N/A
Approximate number of participants:	2 representatives from RGA
Note:	

Module:	Conference/Institutional development - NSDI/IGIF regional conference, Baku, Azerbaijan
Objectives:	Active participation of RGZ representatives at the NSDI / IGIF regional conference, organized in accordance with the 2019 conference held in Serbia, Vrdnik, with the aim of presenting RGZ's results so far in the area of responsible land management, IGIF action plan, NSDI business model, establishing Cyber Protection of NIGPs and exchanging experiences with colleagues from abroad as well as cooperating on the institutional development of RGZ. The conference will be jointly organized by JRC, WB, UNECE and UNFAO and UNGGIM.
Target group:	Selected representatives from RGA
Type of training:	Presentation, discussion
Duration:	4 days
Location:	Baku, Azerbaijan
Topics to be covered:	In accordance with Conference Agenda
Lecturers:	N/A
Approximate number of participants:	2 representatives from RGA
Note:	

Module:	Conference/Institutional development - INSPIRE conference, Dubrovnik, Republic of Croatia
Objectives:	After a year's break, the European Commission is organizing an INSPIRE conference in Dubrovnik, Croatia. The INSPIRE Conference is the most significant conference in this part of the world when it comes to geospatial information and NSDI across Europe. The NSDI in Serbia was established on the basis of the INSPIRE Directive. Also, the negotiation process and Chapter 27 are related to the implementation of this Directive.
Target group:	Selected representatives from RGA
Type of training:	Presentation, discussion, policy making
Duration:	6 days
Location:	Dubrovnik, Republic of Croatia
Topics to be covered:	In accordance with Conference Agenda
Lecturers:	N/A

Approximate number of participants:	4 representatives from RGA
Note:	The total number of RGA representatives will depend on the total cost (registration fee, accommodation, travel expenses, per diems, the duration of the conference, etc.)

Module:	**Application of the new Rulebook on the cadastral survey, cadastral renewal and geodetic works in the maintenance of the Real Estate Cadastre and the Rulebook on cadastral survey and Real Estate Cadastre**
Objectives:	The main goal of the training is to improve the professional knowledge of employees working on maintenance of the Real Estate Cadastre
Target group:	Selected representatives from RGA working in Local REC Offices
Type of training:	Presentation, discussion, questions and answers
Duration:	8 workshops
Location:	8 cities in Serbia (Beograd, Novi Sad, Užice, Niš, Kragujevac, Valjevo, Zaječar – exact places will be determined)
Topics to be covered:	Implementation of the new Rulebooks related to cadastral survey and Real Estate Cadastre
Lecturers:	RGA representatives from the Sector for Strategic Development, Sector for Control and Supervision and Sector for ICT
Approximate number of participants:	400 (8 workshops with 50 participants per each) from RGA plus guests: notaries, attorneys, local government officials, representatives from the private sector
Note:	From REMP funds will be only financed the logistic costs of the workshops (rental costs of appropriate conference room, training equipment, catering, when needed: hotel accommodation for RGA representatives, etc.). Training transferred from the Training Plan for 2019 due to the strike of a part of RGA employees.

Module:	**Application of the new Rulebook on the Utility (Line) Cadastre and new Rulebook on cadastral survey and real estate cadastre**
Objectives:	The main goal of the training is to improve the professional knowledge of employees working on maintenance of the Utility (Line) Cadastre
Target group:	Selected representatives from RGA working in Local REC Offices on position regarding maintenance of Utility (Line) Cadastre
Type of training:	Presentation, discussion, questions and answers
Duration:	2 workshops in duration of 1 day
Location:	Beograd and Niš
Topics to be covered:	Implementation of the new Rulebooks
Lecturers:	Civil Servants from the Sector for Strategic Development and the Sector for ICT
Approximate number of participants:	40 (2 workshop with 20 participants per each) representatives from RGA
Note:	From REMP funds will be only financed the logistic costs of the workshops (rental costs of appropriate conference room, training equipment, catering, etc.). Training transferred from the Training Plan for 2019 due to the strike of a part of RGA employees.

Module:	**Harmonization and implementation of the Law on registration into the Real Estate Cadastre and Utility Cadastre, e ZUP and the Law on Planning and Construction**
Objectives:	Harmonize the application of legal regulations
Target group:	BA in law working in RGA and RGA staff involved in administrative decision-making
Type of training:	Presentation, discussion, questions and answers
Duration:	maximum 2 days workshop
Location:	Beograd, Niš, Novi Sad

Topics to be covered:	Interpretation and application of the provisions of the Law on registration into the Real Estate Cadastre and Utility Cadastre, e ZUP and the Law on Planning and Construction
Lecturers:	RGA representatives
Approximate number of participants:	80 representatives from RGA
Note:	From REMP funds will be only financed the logistic costs of the workshops (rental costs of appropriate conference room, training equipment, catering, if needed: hotel accommodation for RGA representatives, etc.).

5. Component C.4.3: Enhancement of the office infrastructure

Module:	Mobile services, working with people with disabilities and vulnerable groups
Objectives:	Improvement of knowledge of the people with disabilities and vulnerable groups with services provided by the RGA to them and the importance of registering real property rights in Real Estate Cadaster
Target group:	People with disabilities and vulnerable groups
Type of training:	One-day workshop with topics that will be harmonized with representatives of associations of persons with disabilities and representatives of vulnerable groups
Duration:	1 day
Location:	Belgrade and other cities as per needed
Topics to be covered:	Agenda will be subsequently prepared
Lecturers:	RGA representatives
Approximate number of participants:	50 participants
Note:	Training transferred from the Training Plan for 2019 due to the strike of a part of RGA employees.