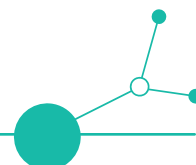


Standardized Template for the Mapping of SMEs

Deliverable D.1.1.1



Final Version

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A. About INNOSKILLS-CE

[INNOSKILLS-CE](#) aims to strengthen skills for smart specialisation, industrial transition and entrepreneurship in selected Central European regions located outside the main development centres. The project focuses in particular on young people, schools and SMEs in rural, peripheral, post-industrial or structurally challenged areas where access to modern skills, vocational education and labour market opportunities is often more limited.

The project responds to common challenges observed in the three partner regions: Lower Ferrara in Italy, the Wałbrzych area in Poland and Vas County in Hungary. Although these regions have clear economic and industrial potential, they also face barriers related to geographical or functional peripherality, skills shortages, youth migration, early school leaving, unemployment, and difficulties in adapting education and training systems to the needs of a changing economy.

To address these challenges, INNOSKILLS-CE combines cooperation between schools, SMEs, universities, training institutions, public authorities and business support organisations with the development of modern educational tools. The project supports the design of training programmes based on immersive technologies, including augmented and virtual reality, and introduces a shared Learning Management System platform for collecting and exchanging educational resources.

The project is expected to improve the alignment between education and labour market needs, especially in key manufacturing and technology-related sectors such as mechanics, automation and robotics. Its main results include a joint training strategy, a package of innovative training solutions, pilot activities testing immersive training approaches in practice, and a transnational LMS system supporting continuous, hands-on learning.

In this context, SMEs are not only a target group of the project, but also an important source of knowledge. Their involvement is necessary to better understand current and emerging skills needs, identify gaps between education and business practice, and support the development of training solutions that are relevant for students, teachers and regional labour markets.

B. Purpose of the mapping

Activity 1.1 is the first analytical step of WP1. Its purpose is to identify SMEs operating in key manufacturing sectors in each partner region and to assess their relevance for the further stages of the INNOSKILLS-CE project. The mapping should help each partner build a structured overview of companies that may provide knowledge on skills needs, technological change, digitalisation-related challenges and future cooperation opportunities.

The mapping should not be treated as a general list of enterprises. It is expected to be a selective and project-oriented exercise. The SMEs included in the template should be relevant to the regional manufacturing ecosystem and potentially useful for the next activities of WP1 and WP2.



C. How the mapping will be used

The results of the mapping will form a common knowledge base for the partnership. They will support the identification of companies that may later be approached for surveys, interviews, workshops or other project activities. The information collected at this stage will also help the partnership understand which SMEs may contribute most directly to the analysis of required skills, the review of training needs, and the development of the joint training strategy.

For this reason, the template includes not only basic descriptive information about each company, but also fields that allow partners to assess and prioritise the mapped SMEs. This prioritisation is necessary because not all companies listed in the mapping will be equally relevant for further engagement.

D. Expected input from each partner

Each project partner is expected to map at least 30 companies in its region. The companies should be described using the common template and then prioritised according to the categories and criteria included in the table.

Partners should aim to identify companies that are both representative of the regional manufacturing context and potentially valuable for the project. Focus should be set on SMEs that may have experience, needs or challenges related to digitalisation, new technologies, technical skills, soft skills, vocational education, training cooperation or innovation in manufacturing.

E. Importance of a common approach

The use of one standardised template is necessary to ensure that the information collected by all partners is consistent and comparable. This will allow the WP1 coordinator to consolidate regional inputs into a joint overview and to prepare the Initial Report on the basis of coherent partner contributions.

Partners are therefore asked to complete the template carefully and to provide information that is sufficiently precise to support further project decisions. The mapping should create a practical basis for selecting companies for the next stages of the project and for linking the regional SME perspective with the design of future immersive and smart educational programmes.



F. The template

Below are listed the fields included in the SME mapping template. They define the scope of information to be collected by all partners and indicate how each company should be described and prioritised. The final delivery of the mapping should be completed directly in the shared cloud spreadsheet provided for this purpose: D_1_1_1_MappingTemplate_INNOSKILLS_CE.xlsx

Partners are advised to keep their own offline copy of the completed mapping, either before uploading the data to the cloud spreadsheet or after finalising their contribution, for internal documentation and backup purposes.

The fields are:

- SME Legal Name
- Nace CODE (list)
- Street
- City
- Postal Code
- Country
- Website
- Entity Type (list: Independent, Subsidiary, Parent)
- Approx. Sales of the Site (in EUR - max 50,000,000)
- Approx. Employment of the Site (persons - max 250)
- Sector of Activity / Business Description (write your own description)
- Relevance to INNOSKILLS-CE (based upon partner's assessment):
 - High relevance (priority contact) - The SME is clearly aligned with the project scope. It operates in one of the key manufacturing or technology-related sectors addressed by INNOSKILLS-CE and shows a visible connection with skills needs, digitalisation, automation, robotics, technical training, innovation or cooperation with education providers. These companies should be treated as priority candidates for further engagement in surveys, interviews, workshops, pilot actions or cooperation activities.
 - Medium relevance (company to be reached) - The SME is relevant to the regional manufacturing ecosystem and may provide useful input to the project, but its direct connection with the main themes of INNOSKILLS-CE is less evident or needs to be confirmed. These companies may still be considered for further contact, especially if the list of high-relevance companies is too narrow or if they represent an important sector, local supply chain or employment profile.
 - Low relevance (shortlisted) - The SME has some general connection with manufacturing, technology, vocational skills or the regional economy, but its potential contribution to the project appears limited at this stage. Such companies may be kept in the mapping as reserve or contextual entries. They should not be prioritised for active involvement in the first instance but may be approached later if higher-relevance companies do not respond, are unavailable, or prove to be less closely linked to the project objectives than initially expected.
- Notes in Relation to INNOSKILLS-CE (write your own description)



G.Disclaimer

The template was developed for project implementation purposes and should be used by all partners as a common working tool for preparing their regional SME mapping. The information entered into the template remains the responsibility of the partner providing the data. Partners are expected to ensure, to the extent possible, that the information is accurate, up to date and collected from publicly available or otherwise legitimate sources.

The mapping will not constitute an official ranking, certification or evaluation of companies. The prioritisation included in the template will be used only for project management and analytical purposes, to identify SMEs that may be most relevant for further project activities, including surveys, interviews, workshops, training-related cooperation or pilot actions.

This deliverable reflects the work of the INNOSKILLS-CE partnership and does not necessarily represent the opinions or official position of the INTERREG Central Europe Programme authorities. External users may use the template free of charge for non-commercial, educational, analytical or project-related purposes. However, any such use is made at the user's own responsibility, and no claims or liability can be directed towards the INNOSKILLS-CE partnership, its partners, or the Programme authorities in relation to the use, interpretation or adaptation of this material.