

8° Project team meeting

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| Agenda  BARKA | Version 1  20-21 January 2019 |

**MONDAY 20 JANUARY**

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| **14 – 14,15** | **Welcoming and partners arrival** |
| **14,15 – 16** | **Project additional indicators**   * Feedback and direction form JS on the project * Thematic results indicators: institution to reach and supporting documentation * Position paper (D.C.3.5) and format of letter of support   Guided by FPM |
| **16 – 16,15 coffee break** | |
| **16,15 – 18** | **Steering Committee**   * Platform responsibility after the project * Partners’ protocol (D.T3.3.3) and Partnership agreement (D.T3.3.4) * Looking at the project end, last steps and decisions   Guided by FPM and ENSIE |
| **dinner together at 19,30** | |

**TUESDAY 21 JANUary**

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| **9 – 10,45** | **Project implementation, WP.C**   * Final event of the project * Target reached   Guided by CGM and ENSIE |
| **10,45 – 11 coffee break** | |
| **11 – 13** | **Looking at the project end** (6 months at the end)   * Financial progress and budget shifts * Project progress and achievement (deliverables, outputs…) * Deliverables to be completed   Guided by FPM and comments by partners |
| **13 – 14 lunch** | |
| **14 – 15,30** | **Project implementation, WP.T3 – WP.T4**   * Final steps * Activities to the end of the project   Guided by ITC and ACT |

LOCATION OF THE MEETING

BARKA headquarter: sw. Wincentego 6/9 street, 61 - 003 Poznan

LOCATION FOR DINNER:

To be defined

The lunches, coffee breaks and dinner are offered by BARKA as hosting partner.