

REMO trilateral partnership meeting

Graz (AT) / November 17th-19th 2014

AGENDA

MON, November 17 th		
Time	Activity	Partner(s) involved
All day	Hotel Feichtinger Graz Lendplatz 1a, 8020 GRAZ, AUSTRIA Tel: +43 316 724 100 Mail: office@hotel-feichtinger.at Web: www.hotel-feichtinger.at	

TUE, November 18 th		
Time	Activity	Partner(s) involved
14.00	Auxilium pro Regionibus Europae in Rebus Culturalibus Geidorfplatz 2, 8010 GRAZ, AUSTRIA Tel: +43 316 328044 Fax: +43 316 328027 Web: www.auxilium.co.at	all partners
14.05	Official welcome by hosts and project coordinator	Auxilium
14.15	Short introduction of partners organisations (max. 5 minutes per partner, Power Point not required – however feel free to bring a few slides or other info material)	all partners
14.30	Introducing REMO (presentation of the background of the project, philosophy behind, objectives, outcomes, milestones and crucial steps)	Auxilium
15.15	Coffee break	
15.30	O1 / WP5 – Research study <ul style="list-style-type: none"> · Introduction · Presentation of workshop work from Kranj and discussion · Further steps 	Auxilium / all partners
16.00	Outlook to O2 / WP6 – Process description development <ul style="list-style-type: none"> · Introduction · ISO coherence certification 	Auxilium
16.30	Summary and feedback day 1	Auxilium / all partners
19.00	Common dinner	

WED, November 5th		
Time	Activity	Partner(s) involved
09.30	WP 1 Contractual, financial and administrative issues <ul style="list-style-type: none"> · Contracts · Payments · Budget, headings and its usage · Reporting · Communication issues etc. 	Auxilium
10.15	WP 3 Dissemination <ul style="list-style-type: none"> · Dissemination plan and activities · Potential and possible partners · Website 	SEC / Auxilium all partners
10.45	Evaluation and quality assurance strategy <ul style="list-style-type: none"> · Evaluation plan · Comments and suggestions of partners 	Auxilium / all partners
11.00	Coffee Break	
11.15	WP 4 Exploitation and sustainability <ul style="list-style-type: none"> · Setup of the sustainability strategy 	Auxilium all partners
11.30	Next project steps and developments and discussion of open questions (responsibilities, tasks, deadlines, next meeting etc.)	Auxilium all partners
12.00	Summary and feedback day 2 Official closing of the meeting	Auxilium all partners

List of Participants:

Organisation:	Name:
P1; Auxilium (AT):	Georg Müllner Veronika Rechberger
P2; SystemCERT (AT):	-
P3; Varazdinska zupanija (HR):	-
P4; TREBAG (HU):	Enikő Nagy Barbara Varga-Pintér
P5; Cramars (IT):	-
P6; SEC (RO):	Zsófia Pál
P7; GZS – CCI (SI):	-