



Agenda kick-off meeting

Venue

Zoom

Date and Time

Monday, 07.12.2020, 09:00 – 15:00

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1. Welcome
2. Project in a nutshell
3. Overview of the work packages with their goals, activities and results
4. Presentation, consulting and coordination WP1 Management, Workshops & Conferences
 - a) Organisation of the project implementation and reports
 - b) Reporting and funding
 - c) Activity plan, Dissemination plans and Budgets
 - c) Advance payments for partners
 - d) Dates and tasks for the first 12 months
4. Presentation, consulting and coordination WP2 Development and permanent operation of regional centers of excellence and transnational platform
 - a) Aims, activities and results
 - b) Tasks of the individual partners
 - c) Dates and tasks for the first 12 months
5. Presentation, consulting and coordination WP3 First center level "Vocational training"
 - a) Aims, activities and results
 - b) Tasks of the individual partners
 - c) Dates and tasks for the first 12 months
6. Presentation, consulting and coordination WP4 Second center level "Continuing vocational training"
 - a) Aims, activities and results
 - b) Tasks of the individual partners
 - c) Dates and tasks for the first 12 months





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7. Presentation, consulting and coordination WP5 Third center level "Higher education"

- a) Aims, activities and results
- b) Tasks of the individual partners
- c) Dates and tasks for the first 12 months

8. Presentation, consulting and coordination WP6 Quality Management

- a) Aims, activities and results
- b) Tasks of the individual partners
- c) Dates and tasks for the first 12 months

9. Presentation, consulting and coordination WP7 Dissemination and implementation advice

- a) Aims, activities and results
- b) Tasks of the individual partners
- c) Dates and tasks for the first 12 months

10. Clarification of the organizational issues and financial implementation
In the case of need, clarification of questions concerning the Partner Agreement

11. Coordination of further steps and clarification and agreement on further actions

12. Miscellaneous



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