

### AGENDA

#### Thursday, 24<sup>th</sup> January 2008

- 9:00 Welcome  
9:10 Short Presentation of Participants  
9:30 Project's Overview
- Objectives
  - Target Groups
  - Partnership required experience
  - Timetable and Workplan
- 11:00 Coffee Break  
11:15 Work-programme
- WP1 - Overview and actions to be taken (WP leader: EWF)
  - WP6 - Overview and actions to be taken (WP leader: EWF)
  - WP7 - Overview and actions to be taken (WP leader: IIS)
- 12:30 Lunch Break  
14:00 Project Financial Issues
- EC rules and Eligible Allocation of costs
  - Examples on how to fulfill and report expenditures
- 16:00 Coffee Break  
16:15 Discussion  
16:45 End of the meeting

20:00 Dinner (details will be given at the meeting)

#### Tuesday, 25<sup>th</sup> January 2008

- 9:00 Work-programme (Cont.)
- WP2 - Overview and actions to be taken per partner (WP leader: ISQ)
  - WP3 - Overview and actions to be taken per partner (WP leader: IIS)
- 11:00 Coffee Break  
11:15 Work-programme (Cont.)
- WP4 - Overview and actions to be taken per partner (WP leader: ASR)
  - WP5 - Overview and actions to be taken per partner (WP leader: SLV)
- 13:00 Final Conclusions  
13:30 Date and Place of next Meeting  
13:45 End of the meeting



Annex 1:

## Work-Programme

WP1 - *Project Management*, Start Month 1, Finish month 24

WP2 - *Improvement and updating of Database Implementation. Implementation review*, Start month 0, Finish month 9

WP3 - *Rules Implementation: Development of supportive guides*, Start month 0; Finish month 8

WP4 - *Training workshops in 4 European Countries*, Start month 9; Finish month 18

WP5 - *Generation of pilot-exams*, Start month 18; Finish month 24

WP6 - *Dissemination and Valorisation Plan*, Start Month 1, Finish month 24

WP/ - *Quality Management*, Start Month 1 Finish Month 24