

Draft Agenda

3rd Partner and Steering Committee Meeting

Date: 18, April 2013

Location: Frankfurt, Lange Str 26, Kolping Hotel

Timing: 8:30 – 18:00

3 rd Partner and Steering Committee Meeting	
8:30 – 9:00	<p>Arrival and informal chats Time for arrival and informal chats</p>
9:00 – 9:15	<p>Official welcome and Opening Welcome by the coordinator and opening words of Prof. W. Feist. Lead: Project Coordinator</p>
<p>Session 1: Models and Beacons (WP2 and WP3) Chair: Project coordinator (PHI)</p>	
09:15 - 09:45	<p>Presentation of the 1st edition of the Success Guide Presenter: Eneffect</p> <p><i>It is expected that the partners know the description of the frontrunner models in Hanover and Brussels.</i></p>
9:45 – 10:05	<p>Coffee Break</p>
10:05 – 10:30	<p>Question and answers on the Success Guide</p>
10:30 – 12:30	<p>Beacon/Model interaction Lead: Project Coordinator in cooperation with WP2 and WP3 under the aspect:</p> <ul style="list-style-type: none"> - Training and knowledge - Incentives and Subsidies - Legal framework - Quality Assurance - <p><i>It is expected that the partners have completed and updated their beacon projects on the project website and are informed about the main mechanisms of their beacons.</i></p>
12:30 – 13:30	<p>Lunch Break</p>

<p>13:30 – 13:50</p>	<p>Needs and Barriers</p> <p>Exchange on needs and barriers in Frontrunner and Aspiring Regions</p> <p><i>It is expected that the partners went through the presentations of the partners which are on al fresco before the meeting.</i></p>
<p>13:50 – 14:15</p>	<p>Regional Building Forums</p> <p><i>It is expected that the partners know the draft of the template of AR SM template and went through the draft of the template of the agenda of the Regional Building Forums which is on al fresco before the meeting.</i></p>
<p>Session 2: WP4 – WP6, Set of Solution, Dissemination and Training and QA Chair: Project coordinator (PHI)</p>	
<p>14:15 – 15:15</p>	<p>Set of Solution (brainstorming and workshop + Q&A) Lead: DNA</p> <p><i>It is expected that the partners have studied the comment from E. Mlecnic which is already available on al fresco and the long list of solution and its links already available on the PassREg website before the meeting.</i></p>
<p>15:15 – 15:45</p>	<p>Forums, help desk, shadow teams, expert list and more,</p> <p>Lead: DNA and ipHa</p> <p><i>It is expected that the partners have completed their documentation of the events in the list of al fresco and have studied the reviewed contact list before the meeting.</i></p>
<p>15:45 – 16:15</p>	<p>Long Term Training Strategy, MOU, Training material, Monitoring of models (WP2) and Beacons (WP3)...</p> <p>Lead: Eneffect, PHP and PHI</p> <p><i>It is expected that the partners know the draft of the Long Term Training Strategy and the MOU. If there is an issue with the training material this is the time to clarify it.</i></p>

16:15 – 16:30	Coffee break
16:30 – 16:45	Open discussion
Session 3: Expectations during the next 6 month Chair: Project coordinator (PHI)	
16:45 – 16:55	WP1 – Expectations during the next 6 month with questions and answers and discussion Lead: Project coordinator <i>It is expected that the WP leader is prepared to convey what is expected from the partners.</i>
16:55 – 17:05	WP2 – Expectations during the next 6 month with questions and answers and discussion Lead: Eneffect <i>It is expected that the WP leader is prepared to convey what is expected from the partners and their regions.</i>
17:05 – 17:15	WP3 – Expectations during the next 6 month with questions and answers and discussion Lead: PHP <i>It is expected that the WP leader is prepared to convey what is expected from the partners and their regions.</i>
17:15 – 17:20	WP4 – Short Summary of Expectations during the next 6 month Lead: DNA <i>It is expected that the WP leader is prepared to give a short summary, the actual Q/A/discussion session has already taken place)</i>
17:20 – 17:30	WP5 – Expectations during the next 6 month with questions and answers and discussion Lead: PHI <i>It is expected that the WP leader is prepared to convey what is expected from the partners.</i>
17:30 – 17:40	WP6 – Expectations during the next 6 month with questions and

	<p>answers and discussion</p> <p>Lead: iPHA</p> <p><i>It is expected that the WP leader is prepared to convey what is expected from the partners.</i></p>
17:40 – 17:45	<p>WP7 – Expectations during the next 6 month with questions and answers and discussion</p> <p>Lead: PMP</p> <p><i>It is expected that the WP leader is prepared to convey what is expected from the partners</i></p>
17:45 – 17:55	<p>Open discussion</p>
17:55 – 18:00	<p>Wrap-up the 3rd Partner and Steering Committee Meeting</p>
18:00 – 19:00	<p>Informal meetings</p>
20:00 -	<p>Common dinner</p>