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Welcome

Co2mmunity kick-off meeting
Kiel

Kiel 16/17 November 2017

Co2mmunity Kick-off Meeting



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Co2mmunity

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Co2mmunity Kick-off Meeting



Agenda

Day 1 – Project Management and Administration		
Thursday	9:00 – 9:30	Welcome Fabian Faller
	9:30 – 10:15	Round of introductions Gerlind Wagner-Vogel
	10:15 – 11:00	The project in a nutshell: Goals, objectives & results; activities – WPs, GoAs, (Main) Outputs, timeline Fabian Faller
	11:00 – 11:30	Coffee break
	11:30 – 13:00	Financial planning, Q & A Dana Hennings (Finance Officer of the INTERREG BSR Managing Authority/Joint Secretariat)/ Katrin Gerle
	13:00 – 14:00	Lunch

Agenda

Day 1 – Project Management and Administration		
	14:00 – 15:30	Structure of project management/ administration and communication Gerlind Wagner-Vogel
	15:30 – 16:00	Coffee break
	16:00 – 16:30	Steering Group <ul style="list-style-type: none">• Formation of Steering Group• Rules of procedure Gerlind Wagner-Vogel
	16:30 – 17:00	Q & A: project administration and management
	17:00 – 17:30	The Co2mmunity work plan – initial discussion Fabian Faller
	19:00	Get-together dinner

Agenda

Day 2 – Work packages		
Friday	09:00 – 10:30	Work Package 2 <ul style="list-style-type: none">• First, second and following work steps• Roles, responsibilities and tasks Fabian Faller
	10:30 – 11:00	Coffee break
	11:00 – 12:30	Work Package 3 <ul style="list-style-type: none">• First, second and following work steps• Roles, responsibilities and tasks Morten Westergaard
	12:30 – 13:30	Lunch break
	13:30 – 15:00	Work Package 4 <ul style="list-style-type: none">• First, second and following work steps• Roles, responsibilities and tasks Sanna Inkeri
	15:00 – 15:30	Coffee break
	15:30 – 17:00	Wrap-up & outlook Fabian Faller

- Participation list for each day, please sign
- Foto shooting today, around 11 A.M.



Thank you



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