

**AGENDA**

**KICK-OFF MEETING**

MARCH 9<sup>TH</sup>, 2018 10:00 - 15:00

<b>10:00 – 10:10</b>	<b>Welcome, Agenda Overview</b>
<b>10:10 – 10:20</b>	<b>Introduction of Project</b>
<b>10:20 – 10:40</b>	<b>Introduction of Partners</b> <i>Five minutes presentation from each partner</i>
<b>10:40 – 11:30</b>	<b>Project Management</b> <i>Communication, procurement procedures, expenditures and reporting</i>
<b>11:30 – 12:30</b>	<b>Project Implementation</b> <i>Review of partner roles, project work plans and upcoming activities</i>
<b>12:30 – 14:00</b>	<b>Lunch</b>
<b>14:00 – 14:50</b>	<b>Group Discussion</b> <i>Possible topics could be financial issues, irregularities, project modification</i>
<b>14:50 – 15:00</b>	<b>Any Other Business</b> - signing attendance list