



## MEDiterranean Quadruple Helix Approach to Digitisation MED QUAD

Grant Agreement No B\_A.2.1\_0088\_MED-QUAD

# Agenda

## 1<sup>st</sup> (Distance) Steering Committee Meeting

Date: 2-3, June, 2021

Location: Alexandria, Egypt

Venue: AASTMT premises

### Project Partners:

- Epimorfotiki Kilkis S.M. LLC – BEN (Greece)
- International Hellenic University - IHU (Greece)
- University of l'Aquila (L'Aquila – Italy)
- Arab Academy for Science, Technology and Maritime Transport – AASTMT (Alexandria – Egypt)
- Al-Balqa' Applied University – BAU (Al-Salt – Jordan)
- Palestine Polytechnic University – PPU (Hebron – Palestine)
- University of Sousse (Sousse – Tunisia)

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### Day 1 – 2nd, June 2021

Time (Rome time zone)	Topic	Responsible Partner(s)
9:30-9:45	“Registration” of Participants - Welcoming	<b>All Partners</b>
9:45-10:00	Presentation of project activities so far: a) Technical part (Periklis Kosmidis, PM)	<b>Epimorfotiki Kilkis SM Ilc</b>
10:00-10:15	Presentation of project activities so far: b) Financial part (expenditures, procurements (especially for External Auditors), etc.) (Eva Samara, FM)	<b>Epimorfotiki Kilkis SM Ilc</b>
10:15-10:30	Presentation of project activities so far: c) Dissemination part (Anastasia Traianou, PCM)	<b>Epimorfotiki Kilkis SM Ilc</b>
10:30-10:45	Answering questions	<b>Epimorfotiki Kilkis SM Ilc</b>
10:45-11:00	Informing partners about the 1 <sup>st</sup> 6-month Report	<b>Epimorfotiki Kilkis SM Ilc</b>
11:00-11:30	<i>Break</i>	
11:30-12:30	Partners reporting own activities (Technical, financial, dissemination) – 10 minutes / partner	<b>Each Partner</b>
12:30-12:50	1 <sup>st</sup> MINOR AMENDMENT (presentation of the procedure, parts that will be amended, modifications needed by each partner in narrative and/or budget, adapting the list of equipment and consumable to purchase, etc.)	<b>Epimorfotiki Kilkis SM Ilc</b>
<b>12:50-13:45</b>	1 <sup>st</sup> MINOR AMENDMENT Discussion among partners	<b>All Partner</b>
12:30-12:45	Programming next meeting (2 <sup>nd</sup> Steering Committee Meeting) evaluate the possibility to do it face to face. Define the hosting country (e.g., Tunisia?)	<b>Epimorfotiki Kilkis SM Ilc &amp;</b>



	Decision on the proposal to have Regular (bimestrial) Technical Meetings – Scheduling 1 <sup>st</sup> Technical Meeting	<b>All Partner</b>
<b>End of meeting – Day 1</b>		

*Day 2 – 3rd, June 2021*

<b>Time</b> <b>(Rome time zone)</b>	<b>Topic</b>	<b>Responsible Partner(s)</b>
9:30 – 9:45	Welcoming by Mr. Khaled Elsaadany, Senior Expert, Joint Technical Secretariat (JTS)   ENI CBC MED Programme	<b>JTS</b>
9:45 – 10:15	Programming next activities <ul style="list-style-type: none"> <li>- Activate CDGs</li> <li>- Training of CDG members</li> <li>- Organise Living Labs</li> <li>- Prepare and submit the 1<sup>st</sup> Amendment</li> <li>- Prepare the 1st Interim Report (including validation of expenditures)</li> </ul> Dialogue between partners	<b>Epimorfotiki Kilkis SM Ilc</b>
10:15-10:30	Programming next meeting (2 <sup>nd</sup> Steering Committee Meeting) evaluate the possibility to do it face to face. Define the hosting country (e.g., Tunisia?)  Decision on the proposal to have Regular (bimестrial) Technical Meetings – Scheduling 1st Technical Meeting	<b>Epimorfotiki Kilkis SM Ilc &amp; All Partner</b>
10:30-11:00		
11:30-12:00		
12:00-12:30		
12:30-12:50		
<b>End of meeting – Day 2</b>		