



PROJECT

Public awareness, Preparedness, Participation and Coordination for
Civil Protection for All

(Subsidy Contract No: A2-1.4-1)

Minutes of Project Meeting (draft)

Meeting title	Project Kick-off Meeting
Meeting date(s)	24 - 25 of July 2018
Meeting location	Essence Living Hotel (www.essencehotel.gr) <i>Egnatia 40, Nea Zoi, 45500 Ioannina</i>
Document version¹	F (08.08.2018)
Date of approval	13.08.2018
Distribution	LB1, PB2, PB3, PB4, PB5 and PB6

¹ F: final, D: draft

INTRODUCTION

Call to order

The Kick-off meeting of the project “*Public awareness, Preparedness, Participation and Coordination for Civil Protection for All*” (Subsidy Contract No: A2-1.4-1; Acronym: 4PLUS) was called by Mr. Alexandros Mourouzis, on 03.07.2018, on behalf of the Lead Beneficiary (LB1), i.e., the National Confederation of Disabled People, Greece. On 16.07.2018, after the meeting dates and location were confirmed with all partners, **Mrs. Lina Kefalourou**, Project Manager of the 4PLUS project, sent out to all partners the official invitation (see **Annex 1**) along with the draft agenda of the meeting.

The Project Beneficiaries (PBs) were provided in advance with a PowerPoint template, in which the partners were asked to present (a) their organization (background, expertise, activities, etc.), (b) their interests and expectations in 4PLUS project, (c) their expected role and contribution to the project, (d) a brief presentation of their deliverables, procurement plans, milestones, current status and short term plans in the project until the end of 2018, and of their local project management measures.

The Kick-off Meeting of the 4PLUS project was held at the Essence Living Hotel, in Ioannina, on the 24th and 25th of July 2018 (see the Final Agenda in **Annex 2**).

The meeting was presided by Mrs. Lina Kefalourou and Mr. Alexandros Mourouzis, on behalf of the LB1. According to the participants the Kick-off meeting was useful and successful, all partners gained clearer picture of their responsibilities in the project.

Attendance overview

During the PMC sessions, the LB1 and PB6 officially authorized substitute members (see the Authorization letters in **Annex 3**).

In total, thirteen (13) participants (see **Table 1**), representing all six Project Beneficiaries, participated in the various sessions of the meeting (see the *Attendance Forms* in **Annex 4**).



Figure 1. The Kick-off Meeting of the Project was held at the Essence Living Hotel, Ioannina, Greece

Table 1. Attendees per day

PBs	Name	Surname	Tel. no	Email	DAY1	DAY2	PMC
LB1	Lina	KEFALOUROU	+302109949837	lina@esaea.gr	■	■	■
LB1	Vassileios	KOUTSIANOS	+306972351980	v.koutsianos@gmail.com	■	■	
LB1	Alexandros	MOUROUZIS	+306977618182	mourouzi@hotmail.com	■	■	(■)
PB2	Athanasios	PETOUSIS	+306946784961	petousis@ped-in.gr	■	■	■
PB3	Lefteris	TOPALOGLOU		ltopaloglou@lga.gr	■	■	■
PB3	Dimitrios	THEODORIDIS		dtheodoridis@peddm.gov.gr	■	■	
PB4	Agron	HAXHIMALI	+355682050310	aam@albmail.com	■	■	■
PB4	Xhesi	DEMISHAGO	+355695209276	info@aam.org.al	■	■	
PB5	Mariela	ALICKOLLI		mari_project78@yahoo.com	■	■	
PB5	Yorgi	QIRYOZI			■	■	(■)
PB5	Armand	TAFIL			■	■	■
PB6	Marinela	SPAHIU	+355685505459	mshpahu@uri.org.al	■	■	■
PB6	Ina	JANUSHI	+355692324829	ijanushi@uri.org.al	■	■	(■)
Total					13	13	9

Note: In (parenthesis), the PMC substitute members

Note: Selected **photos** taken during the two days of the meeting are included in **Annex 6**. The **visibility material** used for the event are included in **Annex 7**.

DAY 1: TUESDAY, JULY 24th, 2018

The meeting started on Tuesday, 24th of July 2018 (1st day) with the “*Opening Session*”, followed by the first part of the “*Coordination Group Meeting*”.

Opening session (11:00 – 13:00)

Attendees and Members not in attendance

All members, as in **Table 1** (see column “DAY 1”) attended the session. The *Opening Session Attendance Form* is included in **Annex 4**.



Figure 2. Opening session (Day 1)

Main conversation points

The first day of the meeting started with a welcome greeting by **Mrs. Lina Kefalourou**, the Project Manager of the 4PLUS Project. Among others, in her welcome message, Mrs. Kefalourou accentuated the great importance NCDP places on the implementation of this project and the collaboration among the Albanian and the Greek partners on the issue of equal rights and accessibility of civil protection measures in both cross-border regions. Then, Mrs. Kefalourou presented briefly the objectives and overall agenda of the kick-off meeting, which was approved unanimously.

Then, **Mr. Vassileios Koutsianos**, member of the NCDP Executive Secretariat, was invited to take the floor and deliver his welcome message to the attendees. Mr. Koutsianos thanked the representatives of all partners for their collaboration during the last two years and for all the effort put in developing the concept and turning this into a project accepted for funding,

which he said is both unique and innovative. Parallel to this, he explained in brief to the participants the role of NCDP in the national, regional and cross-border projects in which it participates.

After the welcome messages, **Mrs. Kefalourou** invited **all the attendees** to introduce themselves to the group, providing some background info on their position, role, etc.

Then, following the agenda, **Mr. Alexandros Mourouzis** from LB1 gave an overview presentation of the project, before the floor was passed to the representatives of all the Beneficiaries in order for them to present their organisations and project plans. Mr. Alexandros Mourouzis, after debriefing the pre-contractual phase of the project, analysed all individual parts and folds of the project, offering a full picture with respect to the deliverables but also the time schedule that must be observed. Among others, Mr. Mourouzis presented in detail the concept of the 4PLUS, the specific objectives and expected outputs, the methodology to be applied, strategy for publicity of the project activities, results and resources, project contribution to other EU / local initiatives.

Concluding his concise and brief reference to the project, Mr. Mourouzis, following the agenda, called the representatives of all the Beneficiaries to present briefly the background, expertise and main activities of their organizations, their interest and expectations of the project, their understanding of the role in the project, main deliverables and milestones, their procurement plans, the current status and their planned activities up to the end of month 6.

The presentation on behalf of NCDP (LB1), was given by **Mr. Alexandros Mourouzis**

The presentation on behalf of PED-IN (PB2), was given by **Mr. Thanos Petousis**.

The presentation on behalf of PED DM (PB3), was given by **Mr. Lefteris Topaloglou**.

The presentation on behalf of the AAM (PB4), was given by **Mr. Agron Haxhimali**.

The presentation on behalf of the MoK (PB5), was given by **Mrs. Mariela Alickolli**.

The presentation on behalf of the URI (PB6), was given by **Mrs. Marinela Spahiu**.

Note: All the corresponding presentations (PowerPoints) of the PBs 1 to 6 are included in **Annex 5**.

At the end of this first session of the 1st day, Mrs. Kefalourou thanked the representatives of the partners for their presentations and announced the closing of the Opening Session, and following the agenda invited the participants to a light lunch (buffet).

Conclusions / Decisions

This first session was informative. There were no decisions taken.

Action items

This first session was informative. There were no action items agreed.

Other notes & information

Coffee break and a Light Lunch break took place, at the premises of the Hotel.



Figure 3. Coffee-break set-up



Figure 4. Light lunch break set-up

Coordination Group (CG) session (14:00 – 16:30)

Attendees and Members not in attendance

All members, as in **Table 1** (see column DAY 1) attended the session. The *CG-DAY 1 Attendance Form* is included in **Annex 4**.



Figure 5. Coordination Group (CG) Session

Main conversation points

Then the meeting continued with the Coordination Group, which was co-chaired by Mr. Alexandros Mourouzis, the coordinator of the authoring team of the 4PLUS proposal, and Mrs. Lina Kefalourou, coordinator of the 4PLUS approved project.

The CG session started with a detailed presentation of all the Work Packages 1 and 2 and the main discussions were oriented to clarify in detail each activity and the role and responsibility of each partner in it.

LB1 appealed all necessary information, documents and other material to be always sent to the LB on time as it has direct reflection on submitting the reports to the MA and financial transfers.

Mr. Mourouzis also explained to the attendants the process for the eligibility of the expenditures for this the first kick-off meeting (travel actions), and for this reason he noted

that all must strictly observe the procedures and the signatures on the attendance lists for the representatives of the partners for each individual session.

Then, Mr. Alexandros Mourouzis gave a presentation on the overall methodological approach of the project, clarifying the interrelations, the timings and the dependencies among the various activities and deliverables of the project.

Then, the Work packages 3-6 were presented and discussed in detail.

At this point, the session was adjourned at the end of day 1 and continued on day 2.

Note: All the corresponding presentations (PowerPoints) of the WPs 1 to 6 are included in Annex 5.

Other notes & information

A social dinner was held for all the participants on the 24th of July at the Restaurant "Seirios", Parodos Evangelidi street, Molos, 45443 Ioannina (<https://seirioskouzina.gr/>, Tel.: +30 26510 77070).



Figure 6. Social Dinner for the attendees

DAY 2: WEDNESDAY, JULY 25th, 2018

The second day of the meeting, Wednesday, 25th of July 2018, starting with the remaining items of the agenda for the Coordination Group, and finished with the PMC session.

Coordination Group (CG) session – cont. (09:00 – 10:45)

Attendees and Members not in attendance

All members, as in **Table 1** (see column DAY 2) attended the session. The *CG-DAY 2 Attendance Form* is included in **Annex 4**.

Main conversation points

During this last part of the CG session, more detailed presentations followed in relation to the overall time plan of the project, the plans of each partner, including procurement plans and milestones. In order to avoid any risks of project implementation the workplan and the STPP per partner was discussed in detail. Focus was also on the technical instruments for monitoring the project.

Conclusions / Decisions

- All partners shall conclude the set-up of their local project teams (PM/FM/CP) and notify the Project Coordinator by email. Reporting on the activities of the local staff (filling-in timesheets) should take place according to the programme guidelines.
- All partners shall prepare and launch their procurements as planned in their approved Procurement Plans (especially, those that are critical for the smooth initiation and coordination of the project, e.g., management).
- Each PB will be responsible for the preparation of all the necessary data related to their activities in the project whenever needed as well as for drafting their own project reports.
- PB2 to recruit the project Communication Manager (CM) asap.
- Given that the Closing Conference is one of the four mandatory I& P outputs for all projects, this will be organised by the LB1, instead of PB4. The Opening Conference of the Project shall be organised by PB4 in Korçe. The exact time and location shall be proposed by PB4 in due time (approx. around Dec 2018 and January 2019). PB4 shall start preparations for the Opening Conference asap.
- Any information, media appearance, or other publicity activity of the project must be communicated to the JS for potential information and publicity activities (through the CM/PM).
- At the end of the session it was decided that every 2-3 weeks (running from the 1st of September 2018), there will be a Skype meeting among all partners' representatives, to discuss technical progress and questions appearing meanwhile.
- Regarding D2.x.5, the partners LB1, PB2 and PB3 need to specify the complementarity of the STAFF deliverables vs. the EXT deliverables.

- The Citizen Registry (D4.3.1), must be accessible according to WCAG 2.0 (AA at least), and given that it shall hold sensitive data, and must comply with all relevant legislation, including GDPR.
- The GIS-enabled Decision Making Platform (D4.2.2) will be connected with the Registry and the Portal (shared interfaces / databases) and must be accessible according to WCAG 2.0 (A at least).
- The Cross-Border Information & Notification Portal (D4.1.3) must be accessible according to WCAG 2.0 (AAA).
- The Mobile Application for Citizens and Tourists (D4.5.4), will be connected with Portal (shared interfaces / databases), shall be compatible with all main platforms (Android, iOS, etc.), and shall be accessible to persons with disabilities according to W3C/WAI standards and guidelines.
- Each project Beneficiary will need to assign the right person(s) to attend each study visit and then this person will be responsible for passing on his/her experience and lessons learned to the rest of his/her team members as necessary.
- PB3 offered to host on their cloud the project's folder for sharing documents online among the partners. LB1 and PB3 shall have write & read rights, while the rest of the partners shall only have read access rights.
- Albanian partners shall apply for national co-funding asap (if not yet).

Action items

Table 2. Action items (CG session)

	Action Items	Responsible	Due Date
1.	To circulate the draft Minutes of the KoM, for approval	Lina Kefalourou	03.08.2018
2.	To inform the PO that on the on the Programme website: https://goo.gl/3DKvTq the SO should be corrected to 1.4	Lina Kefalourou	03.08.2018
3.	To send to PB3 the project folder (zipped) in order to be uploaded on the PB3 cloud	Alexandros Mourouzis	03.08.2018
4.	To prepare and circulate a Questionnaire for collecting info for the drafting of the Communication Plan	PB2	31.08.2018
5.	Propose exact dates and location for the Opening Conference of the Project, in Korçe	PB4	SEP 2018
6.	Open dedicated interest-free EUR bank account, and notify the Project Coordinator by email	PB2, PB3, PB4, PB5, PB5	SEP 2018
7.	Set-up local project teams (PM/FM/CP), and notify the Project Coordinator by email	PB2, PB3, PB4, PB5, PB5	SEP 2018
8.	Propose destinations and organisations for the study visits	LB1	SEP 2018

Other notes & information

The project folder, which shall be hosted on the PB3 cloud, was demonstrated during the meeting by Mr. Alexandros Mourouzis. Until 31.08.2018m this folder is accessible online here: <https://goo.gl/74BSH5>.


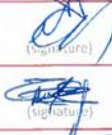


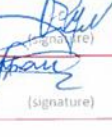

Project Management Committee (PMC) session (11:15 – 13:00)

Attendees and Members not in attendance

All members, as in Table 1 (see column “PMC”) attended the session.

The project is co-funded by the European Union and National Funds of the participating countries

DAY 2: Wednesday 25th of July 2018 ▶ Project Management Committee (Start: 11:15, End: 13:00)

Organization	LB1 - National Confederation of Disabled People of Greece	Name	Lina Alexandros	Surname	Kefalourou Mourouzis	
Organization	PB2 - Regional Union of Municipalities of Ionian Islands	Name	Athanasios	Surname	Petousis	
Organization	PB3 - Regional Association of Local Governments of Western Macedonia	Name	Lefteris	Surname	Topalogou	
Organization	PB4 - Albanian Association of Municipalities	Name	AGRON	Surname	HAZHMALI	
Organization	PB5 - Municipality of Kolonje	Name	Yorgji	Surname	Duyozri	
Organization	PB6 - Urban Research Institute	Name	Marinela	Surname	Spahiu	




Figure 7. The PMC Attendance Form (also included in Annex 4).

Main conversation points

As part of the "project start-up procedures" (see attached PPT from the infodays – in **Annex 5**), all projects are expected to set-up their "joint project management team". As specified by the *Partnership Agreement* (article 7), our joint project management team shall be called the Project Monitoring Committee (PMC). The PMC will be responsible for monitoring and steering the implementation of the project and shall decide on all matters, on the principle of unanimity and if necessary the principle of the majority (one vote per project beneficiary). The PMC will be chaired by the Contact Person of the Lead Beneficiary, Mrs. Lina Kefalourou.

The members of the PMC shall include representatives of all Project Beneficiaries:

- One (1) representative is nominated as official member of the PMC. By default, the official members shall be the Legal Representatives, as they appear in the last approved version of the Application Form.
- And, optionally, up to two (2) substitute members. By default, one of these two substitute members is the Contact Person of the Beneficiary, as it appears in the last

approved version of the Application Form, while the second person can be assigned ad hoc in order to substitute the other two in project meetings.

The PMC conveyed for the first time during the kick-off meeting in Ioannina, and focused, among others, on specifying the key project roles and sub-committees (internal teams) as necessary for the successful implementation of the project.

The PMC was chaired by the Mrs. Lina Kefalourou, Project Manager of the project on behalf of the LB1, and decided on all matters (one vote per project beneficiary).

At the beginning of the PMC the credentials of all participants were demonstrated (for those not in the approved Application Form, i.e., substitute members, authorization letters were provided – see **Annex 3**).

As an introduction, the role and obligations of the PMC members, further to the Programme and Project Implementation Manual, the Application Form and the Partnership Agreement was presented. Then, the formulation of the PMC was discussed, and the representative of each Partner, as an official member of the PMC, was specified further to the partner's details in the Application Form and further to prior explicit nominations of the Partners. PMC has 9 members, representing officially each partner.

Then, the PMC Chair presented briefly the Agenda of the PMC meeting and asked the members for other issues for discussion if they had such. The Agenda was approved as such by all members, and then a presentation was dedicated to management system of the project, coordination between partners, principles for internal project management and quality control, as well as some administrative matters.

The PMC chair before announcing the closing the PMC meeting, thanked all the participants for their positive spirit and active involvement.

Note: The corresponding presentation (PowerPoints) is included in **Annex 5**.

Conclusions / Decisions

In brief, the PMC members discussed and approved:

1. The **internal management system** which will ensure better coordination among all PBs and will ensure operative collaboration among partners to implement the project activities and achieve the envisioned results.
 - a. For each particular PMC meeting each PB may nominate in advance a substitute member that will officially represent the PB and will take decisions on behalf of the partner during the meeting. The official notification have to be made to the LB beforehand.
 - b. A local project manager, a local financial manager and a local contact point (all can be the same person) has to be nominated by each PB.
2. The **Information and Publicity Strategy** of the Project and the actions needed for its preparation and implementation. Specific materials were presented – see <https://goo.gl/k1YDiW>.
3. The establishment of **sub-committees and roles**, such as the Quality Control Group (QCG) and the Coordination Group (CG) (note: The CG shall consist of a Technical Coordinator (TC) and 5 Work Package Leaders (WPL) for WPs 2-6).

4. The **Financial Manager (FM)** of the project will be **Mr. Georgios Oikonomou** from LB1.
5. The **Communication Manager (CM)** will be assigned by PB2 (as foreseen in the SoBC).
6. The **Technical Coordinator (TC)** and the **Quality Manager** will be assigned by the LB1.
7. The allocation of **WP Leaders** as follows:
 - a. PB4-AAM will be the leader for WP2
 - b. PB2 – PED-IN will be the leader for WP3
 - c. PB3 – PED DM will be the leader of WP4
 - d. PB6 – URI will be the leader of WP5, and
 - e. PB5 – MoK will be the leader for WP6.
8. The allocation of **Activity Leaders**, as in **Figure 8** below.
9. The indicative time plan (Gantt Chart) of the project, as in **Figure 9** below. All partners shall implement their activities, including those of their subcontractors accordingly. Any expectations to deviate from these dates shall be communicated to the Project Coordinator.

	NCDP	PED IN	PED DM	AAM	Kolonje	URI	SUM	
WP 1 Project Management & Coordination	19.957,00	9.540,50	5.911,50	3.639,00	4.591,01	4.231,00	47.870,01	1
Project Management & Administration	14.457,00	7.840,50	4.911,50	3.639,00	4.591,01	4.231,00	39.670,01	1
Internal Evaluation & Quality Control	3.000,00						3.000,00	1
Audits	2.500,00	1.700,00	1.000,00				5.200,00	A
WP 2 Communication & Dissemination	15.239,00	13.049,50	7.396,50	11.859,20	261,00	2.864,80	50.670,00	4
Dissemination Strategy & Monitoring	1.680,00	6.452,00		2.856,00			10.988,00	2
Communication Material & Tools	1.000,00			2.500,00			3.500,00	4
Project Public Events	5.022,00	56,50	243,50	2.444,20	89,80	144,80	8.000,80	4
Accessible Project-Dedicated Website (WCAG 2.0, AA)	1.680,00			1.224,00			2.904,00	1
Joint Advocacy & Lobbying Campaign	5.857,00	6.541,00	7.153,00	2.835,00	171,20	2.720,00	25.277,20	3
WP3 Common Approach & Capacity Building	90.030,00	46.982,50	9.105,00	13.360,00	1.250,00	14.201,00	174.928,50	2
Joint Cross-Border Study	25.620,00					9.740,00	35.360,00	6
Common Vision & Consultation	8.300,00	2.156,00	1.925,00	1.250,00	1.250,00	1.250,00	16.131,00	1
Multi-level, Multi-sectorial Commitment & Networking	2.520,00	17.860,00					20.380,00	2
Guidelines & Manuals development	37.030,00						37.030,00	1
Joint Training Programme	16.560,00	26.966,50	7.180,00	12.110,00		3.211,00	66.027,50	2
WP4 Cross-Border Technology & Tools	20.500,00	13.500,00	21.000,00	0,00	21.000,00	7.500,00	83.500,00	3
Citizens Registry			21.000,00				21.000,00	3
GIS-enabled Decision Making Platform		13.500,00				7.500,00	21.000,00	2
Cross-Border Information & Notification Portal	15.000,00						15.000,00	1
Mobile Application for Citizens and Tourists					21.000,00		21.000,00	5
Technology-Acceptance Assessment & Trials	5.500,00						5.500,00	1
WP 5 Pilot Local Interventions	5.000,00	0,00	6.874,00	7.960,00	16.240,00	13.850,00	49.924,00	6
Local Commitment, Coordination & Continuity Plans					3.100,00	2.900,00	6.000,00	6
Local Risk Assessment (Identification & Preparedness)	2.500,00			7.960,00		3.750,00	14.210,00	4
Pilot Community-based Risk Reduction Measures					9.280,00		9.280,00	5
Pilot Multi-Sectorial Exercise in the Field					3.860,00	3.600,00	7.460,00	6
Impact Assessment & Lessons Learned & Sustainability	2.500,00		6.874,00			3.600,00	12.974,00	3
WP 6 Pilot Capitalization & Outreach	28.270,00	1.600,00	1.700,00	0,00	3.702,10	0,00	35.272,10	6
Import of Good Practices & Know-How	23.290,00	1.600,00	1.700,00		1.480,00		28.070,00	1
Transferability	4.980,00				2.222,10		7.202,10	5

Figure 8. Overview of the agreed WP and Activity leadership assignments (also available here: <https://goo.gl/TfT54e>).

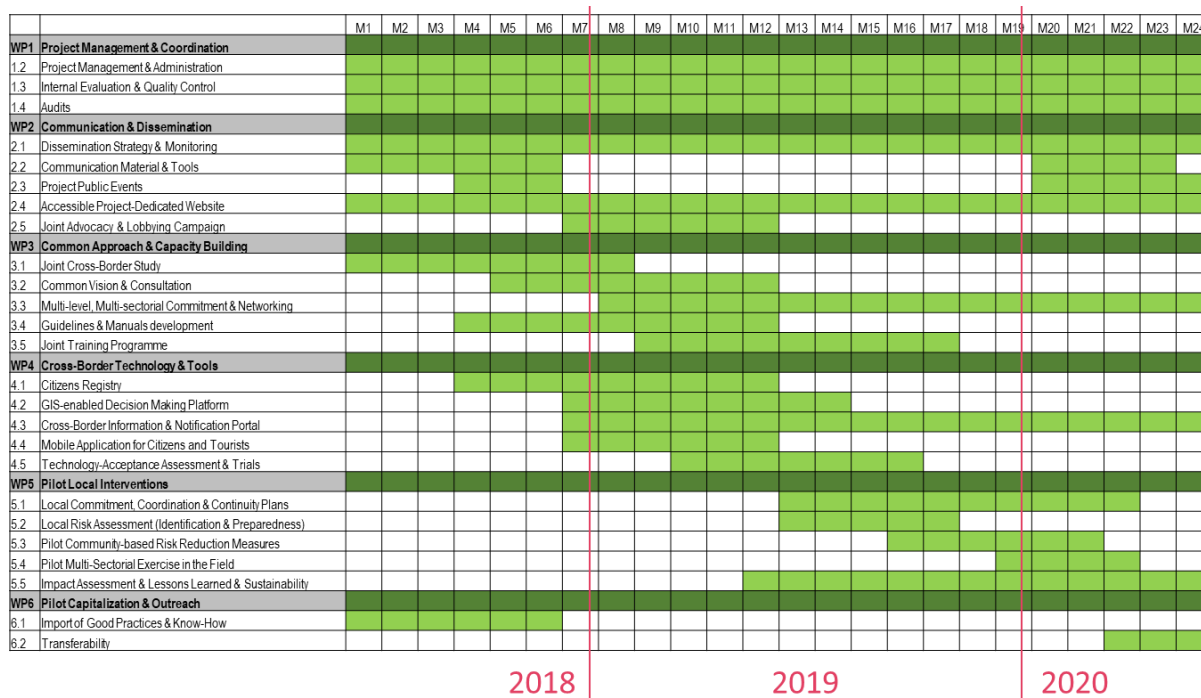


Figure 9. Approved Gantt Chart of the Project

Furthermore, the following were discussed and agreed:

- The next Project Meeting shall be held in Korce, one day before or after the Opening Conference of the Project, and shall be hosted by PB5.
- The 3rd Project Meeting shall be hosted by PB2, in Corfu, approx. in month 12 (June 2019).
- The 4th Project Meeting shall be hosted by PB6, in Korçë, approx. in month 19-21, depending on the needs of the project.
- Given that a website dedicated to the Project is one of the four mandatory I&P outputs for all projects, although the corresponding deliverable was removed by the JS at the negotiations, LB1 shall create and maintain a dedicated website (static, in English) with the minimum requirements. The main project information and updates shall be fed to (a) the Programme website (see 4PLUS dedicated section: <https://goo.gl/3DKvTq>) – responsibility of the LB1, and (b) dedicated social media accounts (e.g., facebook, Instagram, YouTube etc.) that will be created and maintained by PB4. Since 2016, the LB1 had reserved the www.4plus-project.eu.
- Modify in the AF, the name of the Deliverables D2.x.4; proposed name “Project information published online”.

Action items

The following table summarizes the key actions agreed for the forthcoming period, along with the deadlines set.



Table 3. Action items (PMC session)

	Action Items	Responsible	Due Date
9.	To prepare and circulate an excel for the formulation of the specific mailing lists (for the PMC and all the agreed sub-committees and roles), so to make easier proper communication and minimize the time for getting correct information about all activities that has to take place during the project duration in different places, different time and by different persons.	LB1	AUG 2018
10.	To propose exact dates and location for the 2 nd Project Meeting (in Korçe)	PB5	SEP 2018
11.	Nominate the corresponding physical persons for the agreed WP Leaders and Activity Leaders positions, and notify the CG by email	ALL PBs	SEP 2018
12.	To create and host a static website dedicated to 4PLUS project (website address: www.4plus-project.eu)	LB1	NOV 2018
13.	To create and maintain dedicated social media accounts (e.g., facebook, Instagram, YouTube etc.)	PB4	NOV 2018

Other notes & information

This document (the KoM minutes) is temporarily available online here: <https://goo.gl/e7UQqz>.

Annexes

Annex 1: Invitation

Download link: <https://goo.gl/KCzn3S>

Annex 2: Final Agenda

Download link: <https://goo.gl/cSjML2>

Annex 3. Letters of Authorization for the PMC

Download link: <https://goo.gl/EChVZ9>

Annex 4. Signed Attendance Forms

Download link: <https://goo.gl/gmJXSo>

Annex 5. Materials presented during the meeting (slides, docs, etc.)

Download link: <https://goo.gl/8ozevY>

Annex 6. Selected photos from the meeting

Download link: <https://goo.gl/NUUp4B>

Annex 7. Visibility materials (poster, sings, etc.)

Download link: <https://goo.gl/AHNUoz>

Note: The above links will remain active until 31/08/2018