

## PROJECT

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

(Subsidy Contract No: A2-1.4-1)

## Draft Agenda and Guidance

<b>Event</b>	2 <sup>nd</sup> Project Meeting
<b>Date(s)</b>	25 - 26 of July 2019
<b>Organized by</b>	PB2 – Regional Union of Municipalities of Ionian Islands <a href="http://www.ped-in.gr">www.ped-in.gr</a>
<b>Venue</b>	<b>PED Ionian Nison</b> 13, Alexandras Avenue, GR-49100, Corfu Tel. +30 26610 49008 (on the map: <a href="https://goo.gl/maps/yCisLpDa9Ep6opQJ8">https://goo.gl/maps/yCisLpDa9Ep6opQJ8</a> )
<b>Accessibility info<sup>1</sup></b>	The venue is partially accessible to persons with disability
<b>Status<sup>2</sup> (date)</b>	D (17.07.2019)
<b>Distribution</b>	LB1, PB2, PB3, PB4, PB5 and PB6
<b>Local contact persons<sup>3</sup></b>	Thanos Petousis ( <a href="mailto:petousis@ped-in.gr">petousis@ped-in.gr</a> , +306946784961) Alexandros Mourouzis ( <a href="mailto:mourouzi@hotmail.com">mourouzi@hotmail.com</a> , +306977618182)

<sup>1</sup> For persons with disabilities

<sup>2</sup> F: final, D: draft, RD: revised draft

<sup>3</sup> In case further guidance and support is needed once onsite

## DAY 1: 25<sup>th</sup> of July 2019 (Thursday)

### Coordination Group (CG) meeting

13:30 – 14:00	Arrivals - Registration
14:00 – 14:15	State of play of the Project (LB1)
14:15 – 15:45	Partner presentations: Progress and plans at local level (15' per partner), where each partner will present: <ul style="list-style-type: none"> <li>• The status of their staff recruitments (see budget line “staff costs”, e.g., are there pending assignments?)</li> <li>• The status of their tenders (see budget lines “External Expertise and Services”, and “Equipment”, in terms of signed contracts and pending assignment procedures)</li> <li>• Their work progress per deliverable (for all deliverables that appear in the SoBC), specifying problems and issues</li> <li>• The status of their expenditures paid out until 30.06.2019</li> <li>• The status of their expenditures verified until 30.06.2019</li> <li>• The status of activities performed and/or planned for the dissemination / publicity of the Project</li> <li>• Any other issues</li> </ul>
15:45 – 16:00	Communication Strategy and Plan (PB2)

>Break<

16:15 – 16:30	Project's Opening Event in Korce (PB4)
16:30 – 16:40	Accessible project website (LB1)
16:40 – 16:50	Social media campaign (PB4)
16:50 – 17:05	Discussion and plans about D2.x.5 (all partners)
17:05 – 17:30	Common vision & Consultation planning (all partners)
17:30 – 17:45	Multi-level, Multi-sectorial Commitment & Networking (PB2)
17:45 – 18:00	Joint Training Programme (all partners)
18:00 – 18:30	WP4 Cross-Border Technology & Tools (LB1, PB2, PB3, PB5, PB6)

>Break<

### Press-conference

19:00 – 19:15	Welcome note
19:15 – 19:30	Project overview & Invited speakers
19:30 – 20:00	Press corner (questions & interviews)

END OF DAY 1

>Social Dinner<



## DAY 2: 26<sup>th</sup> of July 2019 (FRIDAY)

### Coordination Group (CG) meeting (*continues*)

09:00 – 09:30	Arrivals - Registration
09:30 – 10:00	WP5 Pilot Local Interventions (PB4-PB6)
10:10 – 10:15	Study visits abroad (LB1, all partners)
10:15 – 10:30	Review of the project overall time plan - Discussions
10:30 – 10:45	Debriefing, actions list and closure of the meeting
END OF THE CG MEETING	

>Break<

### Project Management Committee (PMC) meeting

11:15 – 11:30	Presentation and approval of agenda and other meeting administrative matters
11:30 – 11:45	ITEM 1: Project modifications
11:45 – 12:00	ITEM 2: Internal Quality Assessment
12:00 – 12:15	ITEM 3: Information and Publicity plans
12:15 – 12:30	ITEM 4: Local and project level management
12.30 –12:45	Other issues: <ul style="list-style-type: none"> <li>- Project Meeting #3</li> <li>- Intellectual property rights, output ownership, sustainability, etc. (services, equipment, s/w, etc.)</li> <li>- New opportunities and future collaboration plans</li> <li>- Other issues</li> </ul>
12.45 –13:00	Debriefing and decisions list
END OF THE PMC MEETING	
END OF DAY 2	

# GUIDANCE

## Location

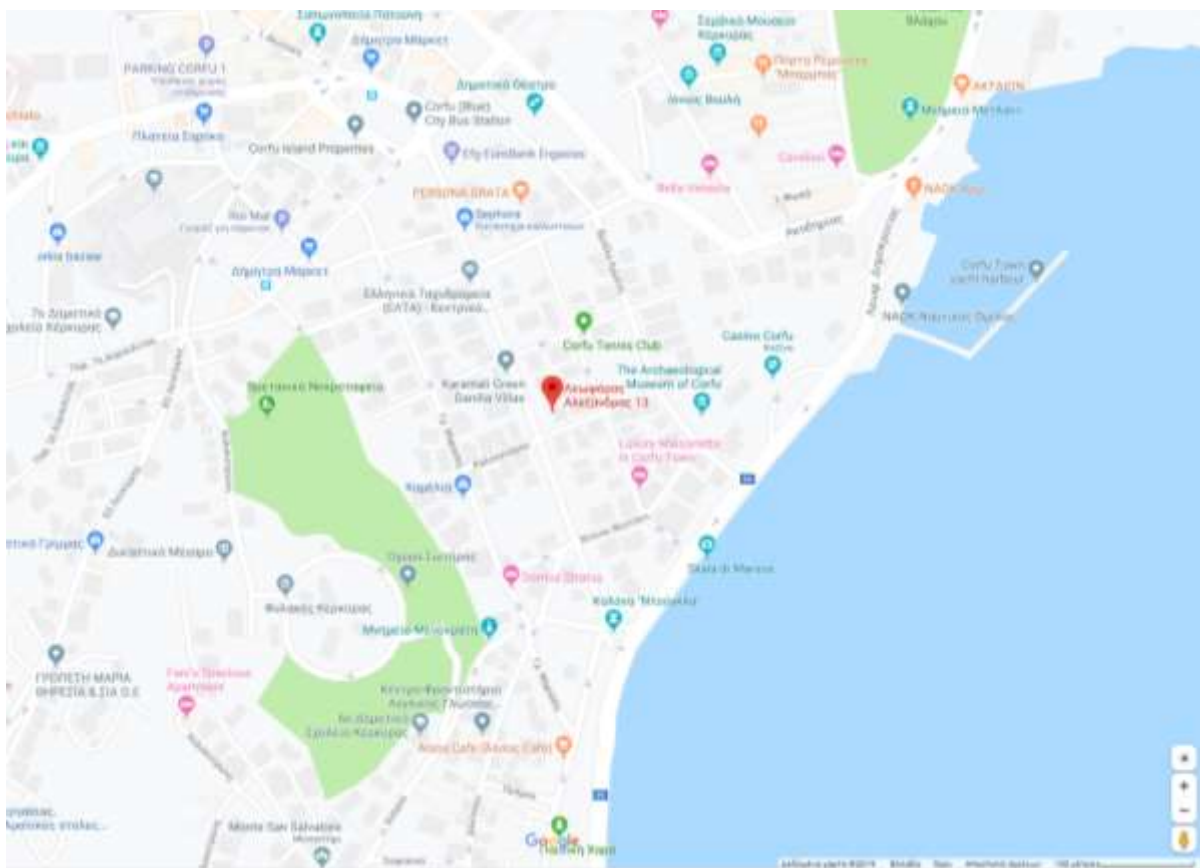
The Kick-off Meeting will take place at the headquarters of beneficiary PB2 (Regional Union of Municipalities of Ionian Islands (<http://www.ped-in.gr>), in Corfu, Greece, which are located at the city center, on Alexandras Avenue.



## Address:

13, Alexandras Avenue, GR-49100, Corfu

**Google map link:** <https://goo.gl/maps/yCisLpDa9Ep6opQJ8>



## Accommodation

Regarding accommodation arrangements, given that the touristic season has started, all participants are advised to make their reservations as early as possible.

In case you wish to book at the hotels proposed by PB2, please do not forget to mention that you will be attending the meeting with “PED-IN” so that you are offered the pre-agreed prices.

### 1) Cavalieri Hotel:

<https://www.cavalieri-hotel-corfu-town.com/>

Single room 113€ (breakfast and all taxes included)

Standard double room 143€ (breakfast and all taxes included)

### 2) City Marina Hotel:

<https://www.citymarina.gr/>

Single room 71,50€ (breakfast and all taxes included)

Standard double room 91,50€ (breakfast and all taxes included)

### 3) Corfu Mare Hotel:

<https://www.corfumare.gr/>

