Pilot4Safety

Project Management Group Meeting #4

Agenda

Date: 24 – 25 October 2011
Venue: Departament de Territori I Sostenibilitat
Serveis Territorials de Barcelona
Sixth floor
244 Aragó street
08007 Barcelona

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24 October, 13:00 – 17:00

13:00 Welcome and Introduction *Ferran Camps Roqué/Adewole Adesiyun*

13:10 Adoption of agenda *Adewole Adesiyun*

13:15 Progress Management *Adewole Adesiyun/Laurie Ferrier*

1. Minutes and actions from PMG #3
2. Progress according to Work Breakdown Structure
3. Deliverables
4. Budget (planned vs. real, …)
5. Feedback from the EC on management issues

14:30 Progress report on training courses and status of D4 *Xavier Cocu/An Volckaert*

15:30 Coffee break

15:45 Execution of RSA - Overview of task and status of D5 *Adriana Elena*
Feedback from observers of practical RSA *X. Cocu, C. Polidori P. Pokorny, A. Hegewald*

17:00 End of first day

25 October, 9:00 – 15:00

9:00 Execution of RSI
Current status *Henning Jensen*
Feedback from observers of practical RSI *A. Volckaert, X. Cocu, C. Polidori,A.Hegewald, P. Saleh*

10:30 Evaluation of results *Petr Pokorny*

11:30 Coffee break

12:00 Dissemination activities *Adewole Adesiyun*

12:30	*Lunch break*	
13:30	Planning of next steps & preliminary action list	*all*
14:00	Any other business	*all*
15:00	End of meeting	