

Pilot4Safety

Project Management Group Meeting #3

Agenda

Date: 14 – 15 June 2011

Venue: Sala Liri – Regione Lazio – Via Cristoforo Colombo, 212 - Rome, Italy

14 June, 15:00 – 18:30

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|-------|--|--|
| 15:00 | Welcome and Introduction | <i>Adriana Elena/Adewole Adesiyun</i> |
| 15:35 | Adoption of agenda | <i>Adewole Adesiyun</i> |
| 15:45 | Progress Management | <i>Adewole Adesiyun/Laurie Ferrier</i> |
| | 1. Minutes and actions from PMG #2 | |
| | 2. Progress according to Work Breakdown Structure | |
| | 3. Deliverables | |
| | 4. Budget (planned vs. real, ...) | |
| | 5. Interim technical implementation report and financial statement | |
| 16:45 | Agreement about training | <i>Elena Puente Sanchez</i> |
| 17:00 | Progress report on training courses | <i>Xavier Cocu/An Volckaert</i> |
| 18:00 | Coffee break | |
| 18:15 | Final reports on training courses | <i>ASTRAL, CDV, GENERALITAT</i> |
| | Feedback from trainees (report from representatives) | <i>PREFECTURE, RANDERS</i> |
| 18:30 | End of first day | |

15 June, 9:00 – 14:30

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| 9:00 | Execution of RSA
(including feedback from 1 st RSA – in Italy) | <i>Adriana Elena</i> |
| 10:00 | Execution of RSI | <i>Henning Jensen</i> |
| 10:45 | Coffee break | |
| 11:10 | Evaluation of results | <i>Petr Pokorny</i> |
| 12:00 | Dissemination activities | <i>Adewole Adesiyun</i> |
| 12:30 | Lunch break | |

13:30	Planning of next steps & preliminary action list	<i>all</i>
14:00	Any other business	<i>all</i>
14:30	End of meeting	