

AGENDA OF THE KICK OFF MEETING

Energy Efficiency in the cross border area as an indicative factor for environmental policy

Giannitsa, December 28th-29th 2018

1st Day, Friday 28th

1 st session: 11:00-12:00		
Time	Topic	By
11:00-11:15	Registration / welcome coffee	ALL PARTNERS
11:15-11:45	Opening the kick-off meeting / Presentation of the project / Constitution of the steering committee	ALL PARTNERS
11:45-12:00	Developing the Communication plan and the project portal	LEAD BENEFICIARY / PB3
Coffee Break: 12:00-12:30		
2 nd session: 12:30-13:30		
Time	Topic	By
12:30-13:00	Phases of implementation	ALL PARTNERS
13:00-13:15	Joint actions implementation	ALL PARTNERS
13:15-13:30	Set of targets for the next three months / Conclusions / Closure of the meeting	ALL PARTNERS
Working lunch: 13:30-14:30		

2nd Day, Saturday December 29th

Time	Topic	By
11:00-11:20	Arrival of the guests-Registration	ALL PARTNERS
11:20-11:50	Discussion on management issues	ALL PARTNERS
11:50-12:00	Closure of the meeting / Organization of the 2 nd progress meeting	LEAD BENEFICIARY / PB2