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**Training on Health & Safety for Workers  
in the Environment Industrial Sector**

Grant Agreement No 2011-3988/001-001

**Final Coordination Meeting**

Thessaloniki. September 20<sup>th</sup>, 2013

Venue: Porto Palace Hotel

65, 26<sup>th</sup> Octovriou Avenue, Port, 546 28, Thessaloniki

**Information**

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## ITINERARY

### MORNING SESSION - TECHNICAL ISSUES & DISSEMINATION

TIME	SUBJECT	DURATION
08:30 - 08:45	<p><b>Opening session of THESEIS 4<sup>th</sup> Coordination Meeting</b></p> <p>Welcome Speech – Meeting Agenda</p> <p>Thanasis Manoloudis, SIGMA</p>	15 min
08:45 - 09:45	<p><b>THESEIS project Overview</b></p> <p>Objectives and Targets - Main milestones – Achieved results</p> <p>Thanasis Manoloudis, SIGMA</p> <p>Work performed during the last 6 months of the project</p> <p>Short speech per participating partner</p>	1 hour
08:45 – 09:15		30 min
09:15 – 09:45		30 min
09:45 – 10:00	<b>Coffee break - Open discussion</b>	15 min
10:00 - 11:00	<p><b>WP 5 - Pilot implementation – Validation of VET model</b></p> <p>Test Reports on the Pilot implementation of the VET model</p>	1 hour
10:00 – 10:30		30min
10:30 – 11:00	<p>Final Version of the THESEIS VET model</p> <p>Xenia Delaki, SIGMA</p>	30min
11:00 - 12:30	<p><b>WP 6 Dissemination Activities</b></p> <p>Overview of WP - 6</p> <p>Thanasis Manoloudis, SIGMA - Bram Schittecatte, PREVENT</p> <p>Dissemination Activities until the end of the project</p> <p>Presentation per partner</p>	1,5 hours
11:00 – 11:30		30 min
11:30 - 12:30		1 hour
12:30 - 13:30	<p><b>WP 7 Exploitation Plan – IPR Agreement</b></p> <p>Presentation of THESEIS Exploitation Plan and Intellectual Properties' Rights Agreement</p> <p>Thanasis Manoloudis, SIGMA - Kennet Lindquist, STPKC</p>	1 hour
13:30 – 14:30	<b>LUNCH</b>	1 hour



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### **AFTERNOON SESSION - ADMINISTRATIONAL & FINANCIAL ISSUES**

<b>TIME</b>	<b>SUBJECT</b>	<b>DURATION</b>
<b>14:30 – 15:00</b>	<b>THESEIS Administration and Quality Management System</b> Main Milestones. Deviations. Internal Quality Reporting. Thanasis Manoloudis, SIGMA	<b>30 min</b>
<b>15:00 - 15:30</b>	<b>THESEIS Financial Monitoring</b> Financial Files – Timesheets – Expenses – Budget Reviews Xenia Delaki, SIGMA	<b>30 min</b>
<b>15:30 - 16:00</b>	<b>Coffee Break</b>	<b>30 min</b>
<b>16:00 – 17:30</b>	<b>THESEIS Final Report</b> Thanasis Manoloudis & Xenia Delaki, SIGMA	<b>1,5 hours</b>
<b>17:30</b>	<b>Closing of 5<sup>th</sup> Coordination Meeting</b>	