The Agenda for the meeting is:

**Thursday, January 21th**

9:00h (for those arriving the night before, out together of the Hotel lobby)

9:30h Welcome to INEFC

10:00h Presentation of Project Partners (Warm-up activity)

10:30 Coffee break

10:45h TASEM. Origins and outcomes. Definitions and working framework.

13:00h Lunch

14:30h Visit to INEFC

15:30h EACEA and Erasmus+ proceedings. Project Implementation Guide. Communication aspects.

17:00h Coffee break

17:15h Consortium Agreement.

18:30h End of session

20:00h Official diner

**Friday, January 22nd**

9:00h Project planning: Calendar, Work Packages and Activities

10:30h Coffee break

10:45h Final budget

12:00h Next meeting

12:30h End of session

13:00h Lunch