

AGENDA

5th Coordination Meeting

EU Healthcare Waste Management Project (EU HCWM)

30 November – 1st December 2015



 Hosted By: International Solid Waste Association in Vienna, Austria

Sunday 29 November 2015

Possibility of sightseeing, visit to Christmas markets and dinner in the late afternoon/evening – (*Meeting Point in Vienna will be sent out a few days before*).

Monday 30 November 2015

[Address: FLEMING'S DELUXE HOTEL WIEN-CITY](#)
 Josefstädter Straße 10-12
 A-1080 Vienna, Austria
(Map of the location sent out in the Information Note)

08:30	<i>Registration of participants & Welcome Coffee</i>	
09:00	Welcome	ISWA
09.15	Project update: <ul style="list-style-type: none"> - Deadlines and level of accomplishment - Project indicators and state of achievement - External Evaluation Process Update - Professional Networks - E:Learning Portal - Project Newsletter 	Scott Crossett Project Partners
10.00	External Evaluation Process – Technical Evaluation	Dr Anne Woolridge
10:15	<i>Coffee Break</i>	
10:45	Partner External Evaluation Presentations	All Partners
12:30 – 13:30	<i>LUNCH</i> <i>(Buffet Lunch in the Hotel)</i>	
13:30	Partner External Evaluation Presentations & Discussion	All Partners
14.30	E-learning Platform Design & Requirements Presentation	Tal Peer
15:00	<i>Coffee Break</i>	
15:30	E-learning Platform Design & Requirements Presentation	Tal Peer

16.00	Round Table Discussion: E-Learning Platform	All Partners
17:00	End of the 1st day meeting	
19.00	Visit to Vienna Christmas Markets	All Partners
20:30	DINNER at Traditional Austrian Restaurant	All Partners

Tuesday 1 December 2015

Same Venue as previous day

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09:15	Arrival to Meeting Venue	All partners
09:30	Financial Matters – Budgetary Changes	Thanasis Manoloudis
10:15	Professional Networks Update	Paolo Giordano
10.30	<i>Coffee Break</i>	
11.00	Round Table Discussion	All Partners
13:00	Closing of the 5th coordination meeting Next steps <ul style="list-style-type: none"> - Financial matters - Deadlines - Actions and activities in the next period - Summary of the 5th coordination meeting - Plan for the 6th coordination meeting 	Scott Crossett
14:00	<i>Closing of meeting room – Latest departure of all partners from meeting venue</i>	
14:30	Break Out Meeting: Professional Networks Discussion	Scott Crossett Kate Ling Marla Rodrigues Paolo Giordano HOSPEEM (Rep.)