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ERASMUS+ PROGRAMME

VOCATIONAL EDUCATION AND TRAINING STRATEGIC PARTNERSHIP – KA202

Training for sustainable employment of youth and young adults

AGREEMENT NUMBER

2020-1-PT01-KA202-78621

TSEMY TPM4 in Romania - Agenda

Dates: 14th and 15th September 2022

Venue:

Logistic info:

Wednesday, 14 th September 2022 - Venue:		
Time	Item	Lead
09:00	Welcome <ul style="list-style-type: none"> Greetings between participants Formal Welcome to the TPM by ASIE representatives 	
9:30	General project overview <ul style="list-style-type: none"> Overview of the purpose of the meeting: aims and objectives/ agenda General project overview presentation 	
10:00	<ul style="list-style-type: none"> Project Results overview 	
11:30	<i>Coffee break</i>	
12:00	<ul style="list-style-type: none"> Project Results overview (Continuation) 	
13:30	Group lunch –	
Time	Item	Lead
15:00	<ul style="list-style-type: none"> State of Dissemination Plan, KP's achieve, forthcoming tasks 	
15:30	<ul style="list-style-type: none"> Evaluation Plan, Monitoring 	
16:00	<i>Coffee break</i>	
16:30	<ul style="list-style-type: none"> Final Report preparation: Timesheets, financial report and management 	
18:00	End of Day 1	

Dinner group

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Thursday 15 th September 2022 - Venue:		
Time	Item	Lead
09:30	Meeting Opening <ul style="list-style-type: none"> Resume of 1st day and tasks to do until the end of September/end of the Project 	
10:00	Presentation: <ul style="list-style-type: none"> Multiplier Events Planning 	
11:00	<i>Coffee break</i>	
11:30	Presentation: <ul style="list-style-type: none"> Final Conference Planning 	
12:30	Distribution of the certificates of attendance Satisfaction Survey Conclusions - End of the meeting	
13:00	<i>Lunch</i>	

EVIDENCE FOR TPM

- Satisfaction Survey filled in by all participants
- Certificate of Attendance
- Photos, agenda, PPT presentations

TRAVEL INFO AND PARTICIPANTS LIST

- The List of participants, with days of arrival and departure, contact details and hotels should be available on the google drive.
- Upload Boarding Passes and Hotels Invoices.



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