

Agenda Innsbruck meeting 22-23/3/2001

Place:
Institut für Stahlbau, Holzbau und Mischbautechnologie
Universität Innsbruck
Technikerstraße 13
A-6020 Innsbruck
AUSTRIA

Thursday, 22nd March, 2001, 9:00-12:00

1. Welcoming of participants, introduction of partners
2. Approval of this agenda
3. Upgrade of the List of Papers
4. Objective of the project, required deliverables and working procedures, management etc
(Introduction of the Chairmen and short discussion)
 - Collection
 - Advertisement (Paper, Seminar)
 - Questionnaire (Pilot, Nation Versions)
 - Answering
 - Upgraded List of Contents
 - Dissemination
 - Printed manual
 - WWW course
5. Brainstorming session
 - Upgraded List of Contents -
6. Feedback of the Brainstorming session
7. Report of the Chairmen
 - Project management
 - Contracts between contractor and partners
 - Financial manual
 - Sending the money
 - List of project management documents
 - Partner's bills
 - Website CESTRUCO
 - Public and project pages
 - URL of partners
8. Any other business
 - 7.1.
 - 7.2.
 - 7.3.
9. Date and place of next meeting
10. Closure of the meeting

Friday, 23rd March, 2001, 14:00-16.30

11. Report of the Chairmen

Project directions

Collection

Advertisement (Paper, Seminar)

Questionnaire (Pilot, Nation Versions)

Answering

Upgraded List of Contents

Dissemination

Printed manual

WWW course

12. Project evaluation

Interim report (5/2002)

ECCS TC Evaluation (Evaluation group)

Interim Audit (Prague office)

Final Audit (Brussels office)

By ME