

ZERO WASTE POWER IN HoReCa

2019-1-HR01-KA202-060809

KICK-OFF MEETING IN ZAGREB, CROATIA 21th -23th OCTOBER 2019 AGENDA

Sunday 20.10.2019

Arrival day

Monday 21.10.2019, Centar "Slava Raškaj" Zagreb, Nazorova 47, meeting room, 1 st. floor

- 8:30 Arrival of the participants
- 09:00 Welcome of the participants: Principal Ms. Jelena Grabovac, Ms Brigita Jerić and Ms Nina Šimunović and all participants
- 9:15 Introduction of the National Agency
- 9:30 Short presentation about partners organisation, project team members and roll in the project (ppt, video clip... max 10 min) - all partners
- 10:30 Coffee break
- 11:00 Work plan (timetable, content, reporting, meetings etc.) - Ms Brigita Jerić and Ms Nina Šimunović
- 12:00 Lunch, Slava Raškaj student restaurant
- 13:00 Presentation of the IO - Curriculum design – Future In Perspective Limited Workshop and discussion/working plan
- 14:00 Presentation of the IO – digital learning tool – Callidus Workshop and discussion / working plan
- 15:00 Summary of the day
- 16: 00 End of the meeting
- 20:00 Dinner in Zagreb - <https://brokenshipsbistro.com/hr/>

ZERO WASTE POWER IN HoReCa

2019-1-HR01-KA202-060809

Tuesday, 22.10.2019, Centar “Slava Raškaj” Zagreb, Nazorova 47, meeting room, 1 st. floor

- 8.30 Arrival of the participants
- 9:00 Financial administration - Ms Nina Šimunović and Ms Rajka Šakić
- Budget
 - Practical tips for reporting
 - Reporting periods
- 10:30 Coffee break
- 11: 00 Presentation of the IO – Evaluation tool – Galileo.it S.r.l.
Workshop and discussion / working plan
- 12:00 Lunch, Slava Raškaj restaurant
- 13: 00 Presentation of the LTT activities
- 14:00 Sightseeing tour and visit to Croatian market Dolac-<https://www.trznice-zg.hr/default.aspx?id=298>
- 15:00 Traditional Croatian specialty tasting (La Štruk, <https://www.facebook.com/LaStrukZagreb/>)
- 16:00 Summary of the day

ZERO WASTE POWER IN HoReCa

2019-1-HR01-KA202-060809

Wednesday, 23.10.2019. Centar "Slava Raškaj" Zagreb, Nazorova 47, meeting room, 1 st. floor

- 8:30 Arrival of participants
- 9:00 Dissemination Representative - Galileo.it and Ms. Nina Šimunović
- 9:45 Quality management – Ms Brigita Jerić and TUSDU Dubrovnik
- Monitoring the dynamics & progress of partnership (including meeting of deadlines)
 - Evaluation of all submitted material by project partners
 - Evaluation of each project meeting
 - Responsibility for writing the minutes
 - Sustainability of the project outcomes and products
- 10:30 Coffee break
- 11:00 Tasks to do before the next meeting
- 12:00 Lunch, Slava Raškaj student restaurant
- 13:00 Summary of the meeting
- 14:00 End of the meeting