



2017-1-ES01-KA204-038172

Co-funded by the
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Circular Economy Adult Training ToolBox–Knowledge ReUse

Kick off meeting

AGENDA

Castellon 11-12 December 2017, Location:

Monday, December 11th, 2017

9:00	Pick up in the Hotel Luz Hall Bus to the university. Small walk in the University campus and premises Meeting venue: Espaitec 1 - Universitat Jaume I	
9:30	Welcome and general information	UJI
9:45	Partner presentations – PPTs	All partners
10:45	Project overview – discussion	UJI, Drosostalida, All partners
11:30	<i>Coffee Break</i>	
12:00	General financial and technical provisions / reporting/administrative forms	UJI
14:00	<i>Lunch in Agora Restaurant (in the Campus)</i>	
15:30	Discussion on budget cuts and continuation of IO development	All partners
16:00 -17:00	IO1 Circular Economy Servitisation Model Needs Analysis Report <ul style="list-style-type: none"> • Needs Analysis • In-depth interviews • Report • Implementation methodology / timeframe, • partner tasks etc. 	UJI
20:00	<i>Social dinner. Pick up from the Hotel Luz Hall and departure to Restaurant Casino Antiguo http://www.realcasinoantiguo.es/restaurante/</i>	



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9:30	<i>Meeting at the meeting venue: Espaitec 1. Universitat Jaume I</i>	
9:30	IO2 Identifying Six Case-studies of the Circular Economy Servitisation Model	SPI
	IO3 Curriculum for a Modular Trainers' Course on the Circular Economy Servitisation	Media Creativa
10:30	IO4 Modular Trainers Course content on 'Moving towards Servitisation in CE'	SPI
11:30	<i>Coffee Break</i>	
	CLEAR Dissemination & Exploitation Strategy- detailed planning <ul style="list-style-type: none">• Dissemination plan / strategy• Multiplier Events• Activities and social media tools• Website / Logos (Jaume I)	Gijon Municipality
13:00	Management issues <ul style="list-style-type: none">• Financial management, templates• Meeting Nr 2 dates• Skype sessions• Quality plan• Evaluation and monitoring• Committees (PSC, CDM)	UJI
14:00	Lunch	
15:00	Continuation of management issues	
17:00	<i>End of meeting</i>	

