



15-17.09.2025

**Concorde Old Bucharest Hotel (Bucharest, [Splaiul
Independenței 2D](#))**

14.09. (together with advisory board (AB))

| Time | Content | Who |
|-------|---------------------------------------------------------------------------|-----|
| 16:00 | Voluntarily: Meeting in front of the hotel for city walk/a cup of coffee. | All |

15.09. (together with advisory board (AB))

| Time | Content | Who |
|-------|---------------------------------------------|-----|
| 08:45 | Meeting in front of the hotel. | All |
| 09:00 | Field trip to shoe company in Transylvania. | All |
| 20:00 | Joint dinner. | All |

16.09. (morning together with AB)

| Time | Content | Who |
|-------|----------------------------------------------------------------------------------------------------------------------|------------------------------------------------|
| 09:30 | ISOV at a glance: work plan, milestones, work packages, deliverables, etc.. | Andreas (ITB) |
| 10:00 | basic questions & answers; discussion. | All |
| 10:30 | Coffee | |
| 11:00 | WP1: reporting, risk and financial management & administration, payments, audit, etc. (general & project specifics). | Andreas (ITB) |
| 11:30 | WP1: doubts, questions, discussion and answers, discussion. | All |
| 11:45 | WP2/A1-4: Formal closure of these activities. | All |
| 12:00 | WP2/A5: Follow-up of comparative report. | Andreas (ITB), all |
| 13:30 | Lunch | All |
| 14:30 | WP3/A1: Formal closure. | Arina (TUIASI) |
| 15:00 | WP4/A1-6: Ideas for manuals and curricula. | Arina (TUIASI), Tatjana (ISC/PFI), Rita (CTCP) |
| 16:00 | Coffee | |
| 18:00 | End 2 nd day. | |
| 20:00 | Dinner | All |



17.09. (together with AB)

| Time | Content | Who |
|-------|-------------------------------------------------------------------|----------------------|
| 9:30 | Summary of day 1. | Andreas (ITB) |
| 10:00 | WP5: Logo, project-webpage, newsletters, leaflet, ECER, UITIC,... | Andreas, Jenni (ITB) |
| 11:00 | Coffee | |
| 11:15 | Feedback by AB. | AB members |
| 12:00 | Matching WP4 ideas of partners and AB members. | all |
| 13:15 | EVA, next meetings. | all |
| 13:30 | Lunch | All |
| 15:00 | AoB (if needed). | all |
| 17:00 | End of meeting. | all |
| 20:00 | Dinner (optional) | |

Separate AB meeting 16.09., afternoon:

| | | |
|-------|-------------------------------------------------------|------------|
| 13:30 | Lunch | All |
| 14:30 | WP2/A5: Discussion on findings, potential weaknesses. | AB members |
| 15:30 | WP4/A1-6: Ideas for manuals and curricula. | AB members |
| 16:00 | Coffee | |
| 18:00 | End 2 nd day | |
| 20:00 | Dinner | All |