

Type of document	MEETING REPORT AND CONCLUSIONS
Specific info	Work package 6 meeting report held on Kick-off meeting on the 598444-EPP-1-2018-1-HR-EPPKA2-CBHE-JP project " Harmonization and Innovation in Ph.D. Study Programs for Plant Health in Sustainable Agriculture –HarISA "
Date of meeting	February 27th, 2019
Date of report	February 27th, 2019
Meeting managed by	Mrs. Marija Grgić
Members present at the meeting	Mrs. Marija Grgić Associate professor, Marko Vinceković, PhD Assistant professor Almir Toroman, PhD Mrs. Rumi Bakardzhieva Reseracher, Stefania Pollastro, PhD Associate Professor, Ioannis Giannakou, PhD
Meeting topics/tasks	Topic/task 1 – Evaluation board establishing Topic/task 2 – Discussion about WP6 in detail Topic/task 3 – Discussion on project indicators Topic/task 4 – Preparation of an action plan
Meeting conclusions and outcomes	<p>Topic/task 1 – Evaluation board establishing – all members have agreed about evaluation board establishing. Members that consist evaluation board are all the same as the ones present in this meeting. Under these topics, EB member gets agreed about way of working and communication. All of the members will make one group (like a Viber group and mailing group) so in future could easily spread information among. Group will be managed by Mrs. Marija Grgić.</p> <p>Topic/task 2 – Discussion about WP6 in detail – EB members decided to go through all tasks that WP6 has to be done under planned activities. All the EB members confirmed and agree about all WP6 tasks as well as about time schedule for the realization of them.</p> <p>Topic/task 3 – Discussion on project indicators – after detail review of all planned project indicators (general project indicators and WP's indicators) EB members get agreed that all indicators are well established as well as well planned. Also, EB members have agreed that all indicators are very well settled to be measurable for easy analyzation of them in future project steps.</p> <p>Topic/task 4 – Preparation of action plan – in this step EB members get agreed about the template and content of the action plan for quality assurance. In the next two weeks from this moment, Mr. Almir Toroman will send the agreed template and filled up the content of action plan among all members before EB will adopt this action plan for sending to MB. The action plan will send under a planned schedule to MB for evaluation.</p>
Other information	Not any specific

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	Name and surname	Signature
Meeting report and conclusions agreed NOTE: Signed only meeting members were present on the meeting	Marija Grgić	
	Almir Toroman	
	Rumi Bakardzhieva	
	Stefania Pollastro	
	Marko Vinceković	
	Ioannis Giannakou	