

Integration Project

IST TRANSNATIONAL MEETING PROGRAM

Roma, 4-5 November 2005

Friday 04 November 2005

- H. 9.00 Start of the Coordination Committee activity
1. New TCA validation with 3 transnational partners (Italy, Netherlands, Greece)
 2. Communication and general transnational accords and good welcome
 3. Election of the working group experts
(1 expert for each partner, with the career brief coherent with the action)
- H. 11.00 Coffee Break
- H. 11.30
4. Meetings calendar
 5. Interpreting activity
 6. Presentation of the monitoring and evaluation process for the transnational working-group
(Each partner must present a proposal so that, during the meeting, we can choose a definitive and unique tool)
- H. 13.30 Lunch break
- H. 15.00 Start of the Technical Committee activity
1. Greek national project description and analysis
 2. Dutch national project description and analysis
 3. Italian national project description and analysis
 4. Common consideration and working-group program
 5. Analysis of the planned transnational activities and of the Coordination Committee decisions; Communication of the established monitoring and evaluating process
 6. Analysis of the management and secretary in rotation organisation and of the general management and secretary of the transnational activities
- H. 19.00 End of the first working day
Tour in Rome organised by M. Emilio Fatovic
Dinner

Saturday 05 November 2005

- H. 9.00 Technical Committee Activity
- Organisation of the activities in 3 working-groups
1. Best Practice Manual of social and labour integration
 2. Best Practice Manual of social and cultural aspects of integration
 3. Website
- Election of the working-group coordinators
 - Program and calendar for each action
 - Identification of the evaluation indicator
- H. 11.00 Coffee break
- H. 11.30 - Plenary meeting for the activities report
- Evaluation questionnaire supply
- H. 13.00 End of the second working day
- Afternoon free.