**Agenda- Kick-off Meeting**

**Project title:** Sustainable Transportation within the Framework of Green Deal

Project: 101128065

**Acronym:** SPHERE

|  |  |
| --- | --- |
| **Work package** | **Title** |
| WP1 | Project management |
| **Task** | **Title** |
| 1.2 | Kick-off meeting |

|  |  |
| --- | --- |
| **Dates** | 12th – 13th March, 2024(Arrival date: 11th March, Departure date: 14th March) |
| **City** | Tashkent, Uzbekistan |
| **Meeting venue** | Toshkent Shahridagi Turin Politexnika Universiteti (TTPU) |
| **Address** | Almazar district, Kichik Xalqa Yuli 17, 100095 |

##

|  |
| --- |
| **Tuesday,12th March 2024****Toshkent Shahridagi Turin Politexnika Universiteti****Main building 2nd floor meeting room** |
| 09:30-10:00 | SPHERE participants registration |
| **First Session: Opening**  |
| 10:00-10:30 | Welcome speeches | * Rector of TTPU Dr. Olimjon Tuychiev
* NEO Coordinator Ms.Aziza Abdurakhmonova
* Representative of Delegation of the EU to the Republic of Uzbekistan
* Prof. Dr. Nebojsa Arsic, Rector of the UPKM
* Dr. Aleksandra Petrovic, Erasmus+ officer UPKM
 |
| **Second Session: Partner presentations with special emphasis on their higher education research potential and practices, as well as role in SPHERE** |
| 10:30-12:00 | * University of Mitrovica (UPKM)
* Toshkent Shahridagi Turin Politexnika Universiteti (TTPU)
* Toshkent Davlat Transport Universiteti (TSTU)
* Tashkent Kimyo International University (KIUT)
* Jizzakh Branch of National University of Uzbekistan Named after Mirzo Ulugbek (JNBNU)
* Akademija Strukovnih Studija Kosovsko Metohijska Leposavic (AASKM)
 |
| 12:00-12:30 | Coffee break |
| 12:30-13:30 | * Univerza v Mariboru (UM)
* Polytechneio Kritis (TUC)
* Universidad Politecnica de Madrid (UPM)
* Politecnico di Torino (PTT)
 |
| 13:30-14:00 | * Ministry for Higher and Secondary Specialized Education of the Republic of Uzbekistan (MHESI)
* Uzavtotranstexnika Scientific and Production Center Due under Ministry of Transport Republic of Uzbekistan (UZTT)
* W3 Lab Digital Solutions L.L.C. (W3LAB)
* JV “Samarkand Automobile Factory” (SAF)
 |
| 14:00-15:00 | Lunch break |
| **Third Session: Introducing project management, monitoring, reporting, financial reporting and technical details**  |
| 15:00-16:00 | Financial and Administrative issues  | Aleksandra Petrovic, UPKM |
| 16:00-16:30 | Project website and project management platform presentation | Branimir Jaksic, UPKM |
| 16:30-17:00 | Conclusions of the day |
| 19:30 | Dinner Address to be defined |
| **Wednesday, 13th March 2024****Toshkent Shahridagi Turin Politexnika Universiteti****Main building 2nd floor meeting room** |
| 09:30-10:00 | SPHERE participants registration |
| **Fourth Session: Establishment of the project bodies and WP Leaders presentations** |
| 10:00-10:30 | SPHERE project presentation andoverview of the first project year  | Nebojsa Arsic, UPKM |
| 10:30-11:00 | Establishing of the project management structures (Steering Committee - SC, Project Management Committee - PMC, Quality Assurance Committee - QAC, WP Leaders) | Nebojsa Arsic, UPKM |
| 11:00-11:30 | Consideration of the Partnership agreement & consideration of the project planes:* Project management plan
* Dissemination and sustainability plan
* Quality assurance plan
 | Aleksandra Petrovic, UPKM |
| 11:30-12:00 | Coffee break  |
| 12:00-12:30 | WP1 presentation: Project management | Aleksandra Petrovic, UPKM |
| 13:30-13:00 | WP2 presentation: Introduction with key issues for ST in Partner and EU countries | UM representative |
| 13:00-13:30 | WP3 presentation: Development of ST curricula and laboratories | TUC representative |
| 13:30-14:00 | WP4 presentation: Development of trainings for professionals in the field of transportation | PTT representative |
| 14:00-15:00 | Lunch break |
| 15:00-15:30 | WP5 presentation: Implementation of ST curricula and trainings | KIUT representative |
| 15:30-16:00 | WP6 presentation: Quality assurance and monitoring | UPM representative |
| 16:00-16:30 | WP7 presentation: Dissemination and exploitation | Aleksandra Petorvic, UPKM |
| 16:30-17:00 | General discussion and closure of the meeting |