**Agenda- Kick-off Meeting**

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

Project: 101128065

**Acronym:** SPHERE

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

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| **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 |

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| **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 and  overview 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 | | |