

Kick-off Meeting

Collaborative project small medium-scale focused research project

Radiochemistry on chip - "ROC "

Agenda of the Meeting

September 4th-5th 2008

Lecce, Italy

September 4th

19.50- 20.00 Welcome to the participants Ross Rinaldi
(Project Coordinator)

20.00 DINNER AT LOCAL RESTAURANT

September 5th

8.30 BREAKFAST

9.30 - 9.35 INTRODUCTION Ross Rinaldi
(Project Coordinator)

9.35 - 10.35 Presentation of each partner Partners*
organisation
(10 min per speaker)

10.35 - 10.50 COFFEE BREAK

TECHNICAL ASPECTS

10.50 - 12.50 Presentation of the project and tasks Partners*
(20 min per speaker) – Overall goals
– Intermediate milestones
– Workplan
– Deliverables

12.50 - 14.00	<u>LUNCH BREAK</u>	
	<u>ADMINISTRATIVE AND FINANCIAL ASPECTS</u>	
14.00 - 14.30 (30 min)	Reminder of – Contractual aspects – Reporting requirements Reminder of process for – Financial statements – Payments	Frédéric Gouardères <i>(Project Officer)</i>
14.30 - 14.45 (15 min)	Management of the project: – Management structure – Collaboration and interaction – Project Coordination Committee – Decision mechanisms – Planning of future meetings	Gabriele Ballero <i>(CNR-INFM administrator)</i>
	<u>DESCRIPTION OF FIRST PHASE WORK</u>	
14.45 - 16.15 (15 min per speaker)	Detailed work for the first phase of project	Partners*
16.15 - 16.30	<u>COFFEE BREAK</u>	
	<u>CONCLUSIONS</u>	
16.30 - 18.00 (90 min)	Discussion/Questions/Conclusions	All

*CNR-NNL - Valentina Arima, Ross Rinaldi; CNR-IFC - Piero Salvadori, Giancarlo Pascali; UHULL - Paul Watts, Nicole Pamme; ISAS - Dirk Janasek, Petra Dittrich; TNI-UCC - Aleksandar Jaksic; Siemens - Arno Steckenborn, Oliver Lade