**FIELDS Kick-off meeting** **3-4/2/2020**

SALA MULTIFUNZIONE CAVALLERIZZA, VIA VERDI 9, TORINO

**Date:** 03/02/2020

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| 13:30 | Registration and welcome coffee |
| 14:00 | **Presentation of Partners**  Introduction of the project partners (no slides, only 2 min presentation each) |
| 14:45 | **Presentation of FIELDS - overall**  Introduction of the project  *Remigio Berruto, Patrizia Busato* |
| 15:15 | **Presentation of FIELDS management portal**  Exercises for understanding the portal  *Francesca Sanna, Alessandro Sopegno* |
| 15:40 | **Trends Overview: strategic plans and analysis report** (1.1,1.2,1.5,2.1)  *Daniel Rossi, COPA-COGECA R&I chairman, past FOODDRINK EUROPE R&I Chairman* |
| 16:00 | **WP 1 – Skills needs identification**  *ISEKI + tasks leaders* |
| 16:15 | **WP 2 – Priorities and strategy design**  *CONFAGRI + tasks leaders* |
| 16:30 | Coffee Break |
| 16:45 | **WP 3 – New tools and training design**  *UNITO + tasks leaders* |
| 17:00 | **WP 4 – Implementation**  *AERES + tasks leaders* |
| 17:15 | **WP 5 – Long term action plan**  *ICOS + tasks leaders* |
| 17:30 | **WP 6 – Quality assurance**  *CERTH + tasks leaders* |
| 17:45 | **WP 7 – Dissemination and communication**  *ACTIA + tasks leaders* |
| 18:00 | **WP 8 – Project Management**  T8.1 Decision making and internal communication (*UNITO*)  T8.2 Administrative and financial management (*UNITO*)  T8.3 Progress monitoring and risk management (*UNITO*) |
| 20:00 | **Social dinner** (walking distance) |

**Date:** 04/02/2020

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| 09:00 | **WP 1 – Skills needs identification**  T1.1 State of the Art (*UNITO*)  T1.2 Stakeholders strategic mapping and mobilisation (*LLL-P*)  T1.3 Country and EU focus groups (*ISEKI*)  T1.4 Bottom-up surveys (*ICOS*)  T1.5 Future trends analysis (*WUR*) |
| 10:00 | **WP 3 – New tools and training design**  T3.1 Methodology definition (*UNITO*) |
| 10:15 | **WP 4 – Implementation**  T4.3 Map creation, update and use(*UNITO*)  T4.4 Translation(*CONFAGRI*) |
| 10:45 | **WP 5 – Long term action plan**  T5.1 National and EU regulatory frameworks (*CONFAGRI*)  T5.2 Funding opportunities (*LLL-P*) |
| 11:15 | Coffee break |
| 11:30 | **WP6 – Quality assurance**  T6.1 Quality plan (*CERTH*) |
| 11:45 | **WP7 – Dissemination and communication**  T7.1 Dissemination plan (*LVA*)  T7.2 Communication and dissemination campaign (*FIAB*) |
| 12:15 | **Risk assessment** (*ALL*) |
| 12:45 | **Next meetings** |
| 13:00 | **Conclusion** |