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WORK AGENDA 30-April 2021		
Project Identification:	<i>Flexiplant</i> Agreement n°2020-1-PL01-KA202-081486	
Type of meeting:	Third Transnational Project Meeting by Skype	
Meeting place:	Hotel Bosir in Bialystok address: ul. Wołodyjowskiego 5, 15-272 Bialystok Place: Conference Room No.2	
Attendants:	Regional Competence Centre in Bialystok (RCC) Kauno Maisto Pramonės ir Prekybos Mokymo Centras (KMPPMC) Rēzeknes Tehnikums (RT)	
Time Schedule	Agenda topics	Participants
12:00 – 14:00	Welcome to all the partners.	Lead: RCC
	Project Partners presentation.	Lead: RCC, KMPPMC, RT
	Participants in the projects – analysis documents recruitment. Presentation of teachers and 4 schools from the leader of participating in the project. Presentation of teachers participating in the project by the partners.	Lead: RCC Support: All
	Result 01 - Diagnosis REPORT CONTAINING RESEARCH AND ANALYSIS OF THE CATERING INDUSTRY USING PLANT FOOD WITHIN THE ERASMUS + PROJECT „Flexiplant” (work on the document - Elements of the report)	Lead: RCC Support: All
	<i>Flexiplant</i> project administrative issues: - timeline and financial issues – accounting note, - management activities, reports; scan by mail, - transnational project meetings, - partnership agreement for the implementation of the Project - technical problems, - cooperation between partners.	Lead: RCC Support: All



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	Dissemination during the project – activities at schools, link, www, social media.	Lead: RCC Support: All
	Conclusion of the meeting – next steps of the project, preparing „to do“ list, dates of the meetings 2021.	Lead: RCC Support: All
	<i>Discussion with group tutor</i>	