# Draft Agenda for the 1st EuCARD Steering Committee Meeting

**Friday, 3 April, CERN**

**Venue: meeting room 40-R-C10 (building 40, ground floor, wing C)**

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| 10:30 - 10:45 | Management and coordination of the project:  - role of the Coordinator  - role of the Steering Committee  - role of the Governing Board | J-P Koutchouk |
| 10:45 - 11:15 | Project reporting | S. Stavrev + discussion |
| 11:15 - 11:30 | Communication and publication policies | R. Romaniuk |
| 11:30 - 12:30 | Reports on the WP kick-off meetings and overview of objectives for the first 12 months:   * WP2 (15 min) * WP3 (15 min) * WP4 (15 min) * WP6 (15 min) | WP Coordinators / Deputies |
| 12:30 - 13:45 | Lunch in the Glassbox |  |
| 13:45 - 15:00 | Reports on the WP kick-off meetings and overview of objectives for the first 12 months:   * WP7 (15 min) * WP8 (15 min) * WP9 (15 min) * WP10 (15 min) * WP11 (15 min) | WP Coordinators / Deputies |
| 15:00 - 15:10 | Dates and venue for the 1st EuCARD Annual meeting | Information from the GB meeting |
| 15:10 - 15:20 | Schedule of SC meetings during the first 12 months |  |
| 15:20 - 15:30 | A.o.b. |  |

Note: Each Steering Committee member is supposed to have a copy of the: Grant Agreement, Annex I, GPFs, Consortium Agreement