

Kick-off meeting Minutes

Project: Integrated approach for social inclusion in BG – GR region by supporting employability and by developing social entrepreneurship”

Acronym: Access for All

Date: 08.11.17

Location: Topeiros Municipality building, Evlalo, Greece

Attendees:

On behalf of Municipality of Topeiros

1. Thomas Michoglou – Mayor
2. Halitoglou Mumin – Deputy Mayor

And experts of the Topeiros Municipality

On behalf of Municipality of Krumovgrad

1. Sebihan Mehmed - Mayor
2. Violeta Hadjieva – Director
3. Leyla Karaibram – Director

And experts of the Krumovgrad Municipality

Working language: English, Bulgarian, Greek

Preliminary topics of the agenda:

1. Introduction of project partners
2. Discussion of roles and responsibilities of project partners
3. Discussion for the forthcoming initiatives of the partners
4. Discussion of reporting procedures

Real scope of the meeting:

The Mayor of Topeiros Municipality welcomed all participants at the kick-off meeting and let all participants to present themselves. Project partners present their organizations, share their problems in the field of Access for All project.

Project partners discussed their roles in project implementation and management and their responsibilities according to subsidy contract, partnership agreement, etc.

Representatives of the two project partners discussed the forthcoming initiatives of the partners and agreed that all project partners have to start with concluding contracts for development of public procurement (where applicable) and development and launching of public procurement for ensuring lawful choice of contractors for implementation of construction works, supplies and services envisaged within the project.

Project partners discussed the start-up time plan and procurement plan (STPP) and level of its achievement. Project partners agreed that some delays connected with public procurement should be overcome.

Project Partners promised to submit to the Lead Beneficiary the necessary information for submission of progress report as soon as possible in order to follow their duties defined in the Subsidy Contract.

Accompanying Documents:

1. Invitation and agenda of the meeting
2. Participant's list
3. Pictures of the meeting