

Transnational Project Meeting – TPM 1

KICK-OFF MEETING hosted by Technical University of Cluj-Napoca

27th February – 1st of March 2022 – CLUJ-NAPOCA/ROMANIA



Monday 28th February - Room 11, Faculty of Automotive, Mechatronics and Mechanical Engineering, 9:00

1. Information/Bilateral contracts

1.1 Information from National Agency

1.2 Contracts and annexes

2. Project management:

2.1 Eligibility of the staff members involved in the project (hiring issues)

2.2 Collection of activity reporting by the coordinator: organization and calendar (timesheets) - Dan Stan

10:15 Coffee break 10:30

2.3 Role of the leaders of Intellectual Outputs

2.4 Tools (Microsoft Teams, WhatsApp group)

2.5 Validation of the distribution of tasks - Each partner will present the plan for each activity they have ownership - Part 1

2.6 Calendar of the project/deadlines/milestones

12:00 Lunch 13:00

2.9 State of progress of the production of the Intellectual Outputs

2.10 Validation of the distribution of tasks - Each partner will present the plan for each activity they have ownership - Part 2

15:30 Coffee break 15:45

3. Short-term joint staff training: who? which dates?

4. Intensive Programmes for higher education students: who? which dates?

5. Communication in our institutions / How to involve colleagues in the project

6. Calendar of the next events

7. Evaluation of the project

17:00 End of the session



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Tuesday 1st of March – CREIC (Centrul Regional de Excelență pentru Industrii Creative), 9:00

8. Mutual presentation for new incomers in the meeting
9. Validation of the distribution of tasks - Each partner will present the plan for each activity they have ownership - Part 3
10. Partner experience in Bio-Mechatronics/3D printing: general feedback
11. Conclusions

11:30 End of the Transnational Project Meeting.



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