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Draft Agenda
Kick-Off Meeting

COST Action IC0604 Anatomic Telepathology Network (EURO-TELEPATH)

Cost Office Brussels (Belgium), 06/11/2007

10h00 – 16h00

1. Welcome
2. Approval of the agenda
3. Official status of the COST Action
4. Presentation of the delegations
5. Agreement on the internal rules and procedures for the Management Committee
6. General information on COST mechanism and the ICT Annual Grant Scheme
7. Information on reporting to COST – ICT
    a. Work and Budget plan
    b. Eligible expenses
    c. STSMs
    d. Financial reports
    e. Progress Report
    f. Annual review meetings
    g. Web-site

Lunch break

8. Elections
    a. Chair and Vice-Chair of the Management Committee
    b. Grant-Holder, Secretary and two Action Financial Rapporteurs
9. Working plan for the implementation of the Memorandum of Understanding (Presentation of the Action by the proposer)
    a. Objectives and working programme
    b. Working method, organization, and management (including working groups)
    c. Distribution of tasks
    d. Time-table
    e. Budget
10. Open technical discussion
11. Place and date of next meeting
12. Closing