



BestU SECOND WORK MEETING

Location of the meeting: Eco Nevrokop

13 Aleksandar Stamboliyski Str., Gotse Delchev

Date of the meeting: Friday 30th of March 2018

Starting time: 11:00 a.m.

AGENDA OF THE 2ND WORK MEETING

10:30-11:00	Arrival and Registration
1st Session:	WP1 Project Management & Coordination
11.25 – 11.50	Work plan / Organization of tenders Each partner 5' presentation
11.50 – 12.10	Reporting (FLC – rules and obligations/ MIS system)/Quality Assurance –Risk Management Plan/ Anatoliki S.A.
12.10 – 12.15	Discussion
2nd Session:	WP2 Communication & Dissemination
12.15 – 12.30	Communication plan – Next steps for each partner Anatoliki S.A.
12.30 – 12.45	Drafting communication material (Brochure, website etc.) Anatoliki S.A.
12.45 – 12.50	Discussion
12.50 – 13.20	Light lunch
3rd Session:	Organizing the other WPs
13.20 – 13.40	Technical specifications for events – vision and initial idea for every event step by step, presentation (Info Day, Awareness campaign events & workshops Label "Best water use", Capitalization workshop) Anatoliki S.A.
13.40 – 14.00	Technical descriptions for WP3 / Networking list
14.00 – 14.20	Technical descriptions for WP4 / Networking list
14.20 – 14.25	Discussion
4th Session:	PMT meeting
14.25 – 15.00	Discussion on the ANESER request for a budget modification Agreement on the requested modification Validation of proceedings

The project is co-funded by the European Regional Development Fund (ERDF) and by the national funds of the countries participating in the Interreg V-A 'Greece – Bulgaria 2014-2020' Cooperation Programme



**Cooperation Programme
“Interreg V-A Greece-Bulgaria” 2014-2020**

MEETING MINUTES

PARTNERS’ MEETING / PROJECT MANAGEMENT TEAM MEETING

In Gotse Delchev, today, the 30/03//2018, at the premises of the PB4, ECO NEVROKOP, partner of the project “Best Water Use / BEST-U”, located at 13 Aleksandar Stamboliyski Str., Gotse Delchev, Bulgaria.

The PMT members with this meeting minute decide to give the consent for budget modification as submitted to the LB by ANESER S.A.. The request concerns the transfer of 17000 from the External Expertise BL to Personnel BL. ANESER total budget is 171.500€. The 20% of this budget is 34.300€. According to that, the modification request (17.000€) is below the 20% of the partner’s total budget (in line with the 20% flexibility rule provided by the Program). The LB proposed to the PMT to accept the requested modification and to sign the related proceedings. Allocation of the amount to be transferred per WP and deliverable, as follow:

WP	Deliverable	Amount
WP 2	Del. 2.2.1	4.000€
WP 5	Del. 5.2.2	3.000€
WP 6	Del. 6.2.1	10.000

The PMT members are in weekly contact for their responsibilities, regarding project process, through written communication,, by e-mails, in order to agree in the physical and financial part implementation (timetable, tenders, deliverables, communication plan etc.).

The members of the Project Management Team (PMT), sign this meeting minute, to provide their acceptance, to what has been mentioned on this document.