



This project is funded by the European Union's
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RASMORAD P&P Participants met In Lisbon, Portugal last April from 10th to 13th, 2018.

*Besides the thematic Workshop, which was devoted to “**Policy making and Cross-Sector Co-operation**”, a meeting of the Steering Committee took place, where more technical questions were discussed, also fundamental for the proceeding of the Project.*

Below, we offer synthetic information on the main subjects under discussion.

Steering Committee Meeting - Lisbon, 11 April 2018 - DGRSP Training Department

Meeting Minutes

	AGENDA
9h30 - 11h00	<ul style="list-style-type: none">• Management and financial situation – Leading partner• Outputs and deadlines• Questionnaires and results already available – Research Team
11h00 - 11h30	Coffee-break
11h30 - 12:30	<ul style="list-style-type: none">• Questionnaires and results already available – Research Team• Planning of activities – All partners
12:30 - 14:00	Lunch
14h00 - 15h00	<ul style="list-style-type: none">• Calendar and planning of next tasks and activities• Any other business

MAIN ISSUES/DECISIONS

- All partners may send their contributions and suggestions to the reports presented so far.
- All partners may contribute, before 15th June, to the existing first draft of "*D8 – Derad and exit strategies: common methodologies*".
- The Project coordinator will ask EU to change the deliverable "*Best Practices on Exit Strategies*" from public, as stated on the grant agreement, to confidential in order to make all partners comfortable in sharing data.
- The Bulgarian partner will send a 3rd questionnaire, to be filled by all partners before the 1st of May, in order to collect additional information to questionnaires 1 and 2.
- The Consortium agreement will have to be signed and sent to project coordinator.
- A summary of the financial report has been uploaded in the participant portal.
- Regarding reports next deadline will be in August.
- Risk Assessment Tool (WP3/D3.1/D5) and the Tool Test Report (WP3/D3.2/D6) need to be uploaded.
- After discussion, all the partners and the project coordinator agreed to change the goal of the risk assessment tool. They decided to design a set of standards for risk assessment, in order to promote risk assessment strategies and methodologies used by each partner organization and P&P Services, based on a common implemented methodology, and to pilot the tool among the staff of each partner organization.
- Webinars will be used to disseminate the risk assessment tool, and shall be designed bearing in mind the specific target (public, P&P Services staff, Civil society, Academia, Practitioners outside P&P, others..).
- Webinars will be open to public/civil society and private/confidential for P&P Services staff.

- One public webinar should be foreseen, with the goal of reaching 70 attendants, and four webinars for P&P Services staff with the goal of reaching 280 attendants, in order to reach 350 attendants as said in the Project.
- EPRS will be consulted about all matters regarding webinars, as they are responsible for webinars implementation.
- Coordinator partner will share a Word version of all documents so that all partners can add comments.

ACTIVITIES

Next meeting will take place in Paris.

The Steering Committee Meeting will take place in Siracusa, 22nd – 30th of October 2018.

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