

### H2020-RISE-2016 **Coordinators day**

### **Mid-Term Meeting**

#### **Oscar PEREZ PUNZANO**

Project Officer ENV

oscar.perez-punzano@ec.europa.eu

# RISE Mid-Term Meeting



- 1. Purpose and Scope
- 2. Preparation
- 3. Agenda
- 4. Follow-up



#### **PURPOSE AND SCOPE**



### MID-TERM MEETING a contractual obligation... and a fruitful dialogue

#### REA STAFF EXPERTS



# BENEFICIARIES PARTNERS SECONDEES



1 DAY or 2 HALF DAYS



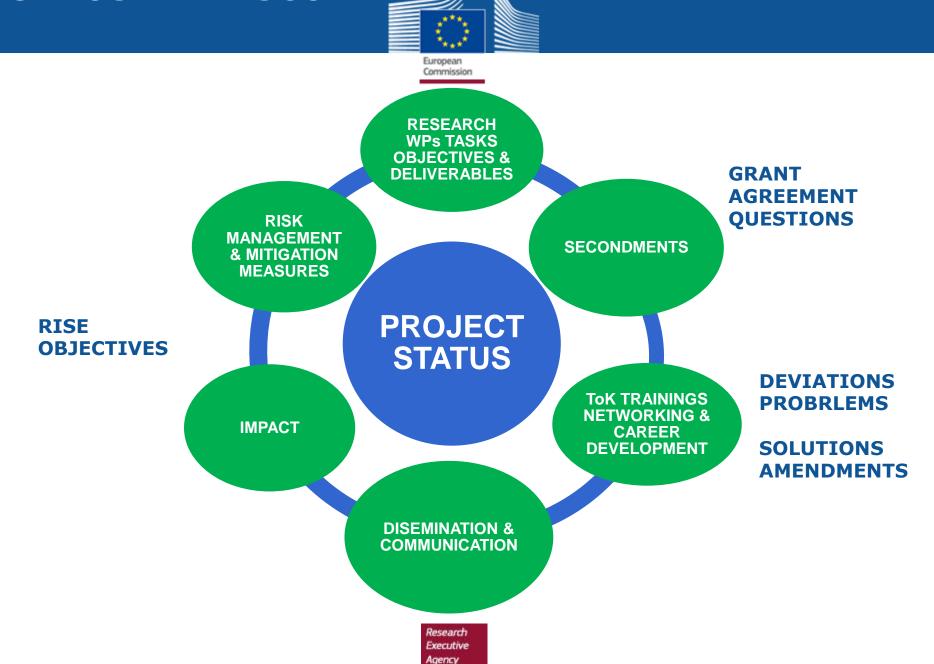


EUROPE OR OUTSIDE, IF DULY JUSTIFIED



14th – 18th MONTH AFTER THE PROJECT START DATE

#### **PURPOSE AND SCOPE**



#### **PREPARATION**



**REA PO** 

REA EXPERT

**COORDINATOR** 

SECONDMENTS DECLARATIONS UP TO DATE

PREPARATION OF THE MTM

CONFIRMATION
AROUND 2
MONTHS BEFORE
THE MTM

PROGRESS REPORT SUBMISSION

Research Executive Agency

#### **AGENDA**



#### **ROUND THE TABLE**

#### **COORDINATOR'S / WP LEADERS' REPORT**

GENERAL STATUS OF THE PROJECT
WP REPORT
TRAINING, ToK & NETWORKING
GA MANAGEMENT

#### **MEETING BETWEEN SECONDED STAFF AND REA PO**

#### **OPEN DISCUSSION**

Any other issues to cover, including meeting with the administration



# **AGENDA- WP report: Example**



Slide 1: WP objectives and associated tasks

Slide 2: Deliverables and implementation

Slide 3: Link between secondments, tasks and deliverables

Slide 4: Future implementation (keep the link between secondments and deliverables)



# **AGENDA - WP report: Example**



At least one seconded researcher presents his/her contribution to WP

Slide 1: background (education/experience and home institution)

Slide 2: duration, tasks, WP links

Slide 3: impact both on the overall project and on his/her own career



#### Follow-up

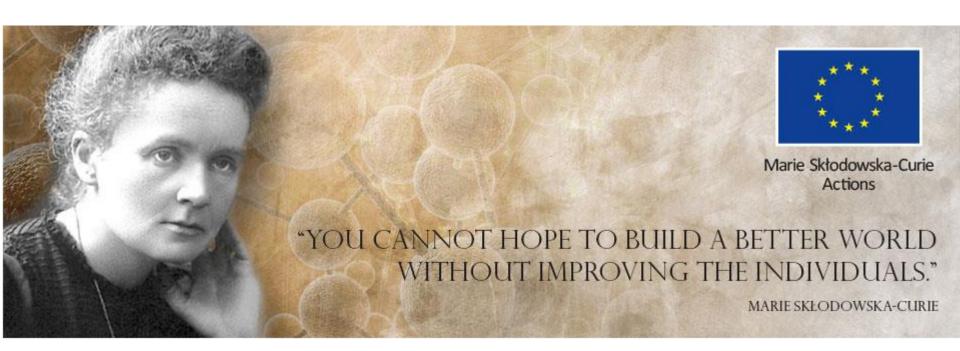


 The REA Project Officer provides feedback, including recommendations for further implementation

 Project Coordinators report on implementation of recommendations via regular reporting







Research Executive Agency



### Thank you



