

<p>Programme</p> <p>Tempus Project Representatives Meeting</p> <p>26-27 November 2012, Brussels (Belgium)</p>
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Meeting place:
Management Centre Europe
Rue de l' Aqueduc 118, 1050 Brussels

This event is organized within the framework of the European Union Tempus programme which is funded by the EuropeAid Development and Cooperation Directorate General and the Directorate General for Enlargement.

The conference will take place in English. One financial workshop will be organised in French.

Monday 26 November	
MORNING	
PLENARY SESSION	
08.30-09.30	Registration
<i>Chairman: Klaus Haupt, Head of Tempus Unit, Education, Audiovisual and Culture Executive Agency (EACEA)</i>	
09.30-09.45	Opening speech by Klaus Haupt, Head of Tempus Unit, EACEA
09.45-10.00	Introductory remarks by Commission representative, by Carmen Falkenberg-Ambrosio, Head of Sector, Regional Programmes Neighbourhood East, EuropeAid Development and Cooperation Directorate General, European Commission
10.00-10.15	Tempus IV fifth Call for proposals results, by Dorina Angelescu, EACEA
10.15-11.15	Management of the grant agreement: <ul style="list-style-type: none"> ▪ Regulations for sound contract management, by Philippe Ruffio, EACEA ▪ Monitoring of projects, by Jacques Kemp, EACEA and Aziza Abdurakhmanova, National Tempus Office in Uzbekistan
11.15-11.45	<i>Coffee break</i>
11.45-12.30	Tempus support initiatives and activities: <ul style="list-style-type: none"> ▪ National Tempus Offices and Higher Education Reform Experts, by Jacques Kemp, EACEA ▪ Tempus communication tools/ Future events, by Roisin Mac Cabe, EACEA ▪ Recent Tempus publications, by Piia Heinämäki, EACEA
12.30-14.00	<i>Lunch offered by EACEA</i>
AFTERNOON	
FIVE PARALLEL WORKSHOPS	
14.00-15.00	Workshops: Financial reporting <ul style="list-style-type: none"> ▪ Southern Mediterranean countries (<i>room EF</i>) ▪ Eastern European/Central Asia (<i>room B</i>) ▪ Cross regional/Caucasus (<i>room A</i>) ▪ Western Balkans (<i>room H</i>) ▪ Workshop in French (<i>room I</i>)
15.00-15.30	<i>Coffee break</i>
15.30-16.30	Workshops: Financial reporting (continuation)

HELPDESK	
16.30-18.30	<ul style="list-style-type: none"> ▪ Helpdesk for project representatives with EACEA staff (<i>on individual appointment</i>) ▪ Bilateral contacts between project representatives and NTOs/NCPs (<i>on individual appointment</i>)
PROJECT REPRESENTATIVES MEETINGS	
16.30-18.30	<ul style="list-style-type: none"> ▪ Free opportunity for the project's representatives to meet amongst themselves in the premises of the Management Centre Europe
19.00	<i>Buffet dinner offered by EACEA at the Management Centre Europe</i>

Tuesday 27 November	
MORNING	
PLENARY SESSION	
<i>Chairman: Klaus Haupt, Head of Tempus Unit, Education, Audiovisual and Culture Executive Agency (EACEA)</i>	
09.30-10.15	<ul style="list-style-type: none"> ▪ Reporting on activities and contract amendments, by <i>Roisin Mc Cabe, EACEA</i>
10.15-10.30	<ul style="list-style-type: none"> ▪ Ex-post audits, by <i>Kurt Jacobs, EACEA</i>
10.30-11.00	<i>Coffee break</i>
11.00-12.00	<ul style="list-style-type: none"> ▪ Managing a Tempus project in a Partner Country: Presentation of two university case studies: <ul style="list-style-type: none"> • <i>Dr. Jala Garibova, Azerbaijan University of Languages</i> • <i>Dr. Khaled Gharaibeh, Yarmouk University</i>
12.00-13.00	<i>Lunch offered by EACEA</i>
AFTERNOON	
PLENARY SESSION	
<i>Chairman: Klaus Haupt, Head of Tempus Unit, Education, Audiovisual and Culture Executive Agency (EACEA)</i>	
13.00-13.30	<ul style="list-style-type: none"> ▪ Results of the Tempus Study on Human Resource Management in the Tempus Partner Countries, by <i>Piia Heinämäki, EACEA</i>
13.30-14.15	<ul style="list-style-type: none"> ▪ Regional Policy Support (Eastern Partnership Platform 4; Western Balkans Platform on Education and Training; Dialogue with Southern Mediterranean Countries on Higher Education Policies and Programmes; Central Asia Education Platform), by <i>Ms Helene Skikos, Policy Officer, Cooperation and international programmes, Directorate General of Education and Culture, European Commission</i> ▪ Commission's proposal for the future "Erasmus for All" programme (2014-2020), by <i>Ms Helene Skikos, Policy Officer, Cooperation and international programmes, Directorate General of Education and Culture, European Commission</i>
14.15-14.45	<ul style="list-style-type: none"> ▪ Debriefing and closing session
14.45-15.15	<i>Farewell coffee</i>
HELPDESK	
15.15-17.00	<ul style="list-style-type: none"> ▪ Helpdesk for project representatives with EACEA staff (<i>on individual appointment</i>) ▪ Bilateral contacts between project representatives and NTOs/NCPs (<i>on individual appointment</i>)