

**Innovative 3D training platform for Recycling of Waste Electric and  
Electronic Devices – RECDEV**

**AGENDA 1st Skype Meeting - 18/12/2013**

**1. Legal Documents/Aspects**

- Grant Agreement, Finished-Received
- Consortium Agreement (CA) – Finished, Sent to all partners for evaluation/signing
- Quality Plan (QP) – Finished, Sent to all partners for evaluation
- Written requests for changes in Budget/Expenses Categories etc
- January 2014 – Technical Meeting in Brussels (ARVIS)
  - a. Questions/Requests

**2. Development of Month 1 commitments**

- a. Creation of the Project logo (NCSPC)
- b. Project Web site (NSCPC-OMEGATECH)
- c. Communication plan (NCSPC)
- d. Selection of the external evaluator (ARVIS)
- e. Internal Evaluation (STENUM)
- f. Submission of information from recycling centers in Greece, Austria, Romania, Slovenia and Czech Republic (NCSPC Template)
- g. Meeting of Greek Partners with EKAN for photos of the possible Training Scenarios – To be held in the middle of December

### 3. Work Package Development/Deliverables

- WP1 Project Management (ARVIS)
- WP2 Quality Assurance (ARVIS - STENUM)
- WP3 Development of the training methodology and scenarios (ARVIS-OMEGATECH)
- WP6 Dissemination (NCSPC-OMEGATECH)

### 4. Questions/Discussion

### 5. Next Skype meeting