



PROJECT MEETING AGENDA

27-28 March 2025, CERN, Geneva

Venue: Campus of Meyrin (building and room, tbd)

DAY 1, Thursday, 27 March 2025

TIME	ITEM	SPEAKER
08:30	Welcome coffee	
09:00	Opening and agenda presentation Presentation round - IAB experts and new RF2.0 team members	KIT, CERN
09:30	WP8 Management topics - Project overview	Lead KIT, Giovanni and Anne
10:00	General technical topics - Planning and progress (15 min) - WP1 Live documents (15 min)	KIT, Giovanni WP1, Falastine
10:30	<i>Coffee break</i>	
10:45	WP2 presentation Progress, planned actions - 15 min presentation + 15 min discussion	Lead HZB, Jens
11:15	WP3 presentation Progress, planned actions - 15 min presentation + 15 min discussion	Lead DESY, Martin
11:45	WP4 presentation Progress, planned actions - 15 min presentation + 15 min discussion	Lead CERN, Jean-Paul

15 minutes buffer (morning session)

12:30	<i>Lunch break</i>	
14:00	WP5 presentation Current state of research Planned actions until official start of the WPs (update compared to Project Meeting Madrid) - 10 minutes presentation + 10 min discussion	Lead KIT, Falastine
14:20	WP6 presentation Current state of research Planned actions until official start of the WPs (update compared to Project Meeting Madrid) 10 minutes presentation + 10 min discussion	Lead ALBA, Francis
14:40 -15:10	General Assembly Meeting <i>(all other team members and the IAB experts go to the coffee break)</i>	KIT, 1 GA member or representative of each partner
14:40 -15:30	<i>Coffee break</i>	
15:30	WP7 presentation 10-15 minutes presentation +10 minutes discussion	Lead KIT, Annekathrin
16:00	Mid-term review and Reporting M18 Overview and tentative timeline	KIT, Anne
16:30	Wrap-up Day 1	KIT, Giovanni
17:00	End of day 1	

DAY 2, Friday, 28 March 2025

TIME	ITEM	SPEAKER
08:30	Welcome coffee and opening	KIT, Giovanni
09:00	Exploitation session with IAB experts (Part 1) - 90 minutes → Presentation of exploitable results-characterization table → Discussion with experts	Innovation Manager KIT and partners
10:30	<i>Coffee break</i>	
10:45	Exploitation session with IAB experts (Part 2) - 45 minutes → Presentation of exploitable results - characterization table → Discussion with experts Summary and next steps -30 min	Innovation Manager KIT and partners
12:00	<i>Lunch break</i>	
13:15	Break-out WP sessions -60 minutes.	All team members
14:15	Presentation of WP sessions results -30 minutes	WP leaders
14:45	End of project sessions	KIT, Giovanni
15:00	CERN Tour - Approx. 2 hours	
approx.17:30	End of meeting	