



**Subject: CALL FOR THE NIMSEC KICK-OFF MEETING
MARTJANCI (SI), 17-18 March 2008**

Dear NIMSEC partners,

We have the pleasure to invite you to attend the first NIMSEC project meeting which will be held in Martjanci (SI) on Monday, the 17th March and Tuesday, the 18th March 2008. Please see draft agenda and practical information below.

We look forward to meeting you and remain,

Yours faithfully,

Stanislav Sraka,
Project manager

Bojan Vogrinčič,
Director LEA Pomurje



AGENDA OF THE NIMSEC KICK-OFF MEETING

Monday, 17th March

- 09:30 Welcome to the partners by LEA Pomurje
- 09:45 Introduction and presentation of all partners: a 5 minute presentation by each partner
- 10:45 Overall presentation of the project
- 11:20 Signing the Consortia Agreement
- 11:30 Coffee break
- 12:00 Contracting external assistance – WP 1
- 12:45 Work packages description-part I
- 13:30 Lunch
- 14:30 Work packages description-part II
- 15:30 End of day 1 meeting

Tuesday, 18th March

- 09:30 Selection of a definitive logo of the project
- 09:45 Sharing the work between partners; tasks to be executed by each partner
- 10:45 First six (ten) months of work on the project
- 11:30 Coffee break
- 12:00 Financial aspects of the IEE projects
- 13:00 Coordination, management and evaluation
- 13:30 Conclusions and requests
- 14:00 Lunch



PRACTICAL INFO

Meeting place:

Smart House Martjanci, Martjanci 36

Hotel:

Hotel Vivat (****) Ulica ob igrišču 3, Moravske Toplice, <http://www.vivat.si/en/>

Special rate for NIMSEC project partners:

Single room with breakfast: 52,90 € / person a night

Double room with breakfast: 42,40 € / person a night

+ 1,01 € tourist tax

We will book the hotel for you, please let us know your preferences and duration of stay.

Shuttle from / to the airport:

We recommend you to book your flights from your respective airport to Graz airport (Austria). LEA Pomurje will organize one shuttle from and to the Graz airport (Austria). This will be at time when the last partner arrives at the airport. Partners from Energy Agency of Cadiz already informed us that they will arrive to Graz airport on Sunday at 20:30, so – not to wait too long at the airport – we suggest the rest of the partners to search flights with similar arrival time).

However, if you arrive to another airport or arrive/depart much sooner/later than the shuttle is organized, we will assist you with selection of the best transport connection to the hotel.

Contact of LEA Pomurje:

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With the support of:

