



## SHORT SUPPLY CHAIN KNOWLEDGE AND INNOVATION NETWORK

# D1.2: Kick-off meeting minutes

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### WP 1, Task 1.2

**Authors: University of Foggia – Dept. of Economics (UniFg), with the contribution of all partners**

#### Abstract

The following deliverable is addressed to report the minutes of the kick-off meeting (KoM) of SKIN Project (Short supply chain Knowledge and Innovation Network).

University of Foggia (Dept. of Economics) is the SKIN Project Coordinator and organized the KoM at its premises in Foggia (Italy) on 14-15 December 2016.

The meeting represented an important opportunity for launching SKIN, to know each partner and establish team's confidence.

In particular, during the two days event, a series of meetings, presentations, open discussions were performed involving all partners present.

All partners introduced themselves and their role within SKIN, moreover, different round tables addressed to specific topics were organized ("Learning and knowledge sharing methods"; Dissemination & Engagement at EU and regional level"; "Management & Quality Assurance"; "Engagement Strategy"; "Good Practices: collecting and expanding"; "Coaching & Regional nodes").

The project management team had the opportunity to present the project management procedures, clarify leadership skills and discuss about legal and financial issues. In occasion of the KoM, it was also held the first Steering Committee meeting, where some important



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aspects were discussed and decisions were taken, such as Consortium Agreement issues, budgets, reporting and deliverables.

After this meeting, all members were aware about project objectives, procedures, working plans and interaction among Work Packages.

The last part of the meeting was dedicated to a thorough description of the project timeline in order to define and agree on actions and responsibilities for the coming 6 months deadlines.

Beyond meetings and round tables, during the KoM there were several occasions for networking, which contributed to a good interaction and exchange of opinions among partners for the next steps to take in support of SKIN actions implementation and success.

