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WORK AGENDA		
30 September 2025		
Project Identification:	<i>Energy@schools</i> Agreement n°2024-2-PL01-KA210-VET-000290095	
Type of meeting:	Second Transnational Project Meeting	
Meeting place:	Regional Directorate of Primary and Secondary Education of Western Macedonia (RDPSEWM) Makrigianni 05, 50132 Kozani, Greece	
Attendants:	Perfect Project (PP) Klaipėdos Ernesto Galvanausko Profesinio Mokymo Centras (KEGPMC) Regional Directorate of Primary and Secondary Education of Western Macedonia (RDPSEWM)	
Time Schedule	Agenda topics	Participants
9:30 – 10:00	Welcome to all the partners.	Lead: PP, KEGPMC, RDPSEWM
10:00 -10:30	Result 01 – Presentation of the Diagnosis: 1. Creation of a report: the report is a collection of the three analyses (PL,GR,LT) containing research, diagnosis and comparative analysis in the field of energy efficiency in sustainable construction resulting from climate change. Presentation of the final part report by each partners.	Lead: KEGPMC Support: All
10:30 – 11:30	Result 02 - Analysis of the report's conclusions and the diagnosis contained therein. Implementation of the training course by combining training with the theoretical part and practical training. Presentation of the proposed practical training in Białystok.	Lead: PP Support: All
11:30 -12:30	<i>Energy@schools</i> project administrative issues: - timeline and financial issues – accounting note, - management activities, reports; scan by mail, - transnational project meetings, - collect the original documents:	Lead: PP Support: All

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	<ul style="list-style-type: none">- management reports, accounting notes,- recruitment participants documents,- partnership agreements - cooperation between partners.	
12:30 -13:00	Dissemination during the project – activities at schools, link, www, social media.	Lead: PP Support: All
13:00 -13:30	Conclusion of the meeting – next steps of the project, preparing „to do“ list, dates of the meetings 2025.	Lead: PP Support: All
13:30 -14:00	Lunch	
14:00 -14:30	Visit to the 19 th Bioclimatic Primary School in Kozani	Lead: PP Support: All
14:30 -15:30	Visit to the University of Western Macedonia-guided tour by expert staff	Lead: PP Support: All
15:30 -16:00	Conclusion of the Meeting – Final Comments	Lead: PP Support: All