**Agenda**

**MARBEFES Project – Kick-off meeting 4-6 October 2022**

**Venue - IO PAN, ul. Powstańców Warszawy 55, 81-712 Sopot, Poland**

From 4th October 09:15 CET until 6th October 13:00 CET the kick-off meeting will be accessible for an online participation via this link:

<https://us06web.zoom.us/j/83741614153?pwd=SzJoNEZ6NktMQVNqQm4xMnNsUE5JZz09>  
Meeting ID: 837 4161 4153

Passcode: 962292

**Day 0 - 18:00 Registration for the meeting and ice breaker at IO PAN**

**Day 1 – Tuesday 4th October @ 09:30 CET**

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| 09:30 | Coffee and informal introductions |
| 10:00 | Opening Comments – *Jan Marcin Węsławski (IO PAN)*   * Welcome; Agenda presentation and adoption |
| 10:10 | MARBEFES Overview – The Project, The Partners, The Boards – *Joanna Przedrzymirska-Ziółkowska (IO PAN)* |
| 10:30 | Overview of the other-funded Horizon Europe marine projects - *Mike Elliott (IECS)* |
| 11:00 | Presentation by Claire Kwiatkowski and Luiza Melkumian – Project Officer and Project Financial Officer, European Commission: Expectations towards the MARBEFES and its sister projects with Q&A |
| 11:30 | Coffee |
| 12:00 | MARBEFES vision – presentation of the project goals and expected results *Julie Bremner (CEFAS)* |
| 12:15 | *WP1 Stakeholder involvement and governance rules Herman Hummel (HuFoSs)*   * Purpose; Activities and Actions, timeline; Deliverables |
| 12:45 | WP2 Broad-belt transects across European seascapes *Artūras Razinkovas-Baziukas (KU)*   * Purpose; Activities and Actions; timeline; Deliverables |
| 13:15 | WP3 Biodiversity and ecosystem tools *Julie Bremner (CEFAS)*   * Purpose; Activities and Actions; timeline; Deliverables |
| 13:45 | Lunch |
| 14:45 | WP4 Ecological, social and economic valuation *Mike Elliott (IECS)*   * Purpose; Activities and Actions; timeline; Deliverables |
| 15:15 | WP5 Integration and scenarios *Christos Arvanitidis (LW ERIC)*   * Purpose; Activities and Actions; timeline; Deliverables |
| 15:45 | WP6 Upscaling outcomes for governance and stakeholders *Sabine Cochrane (APN)*   * Purpose; Activities and Actions; timeline; Deliverables |
| 16:15 | Discussion on cross-cutting issues and setting up working groups for detailed discussions on PPs involvement and relations/interactions between WPs on the 2nd day |
| 17:30 | Finish for Day |
| 19:30 | Project Dinner |

**Day 2 – Wednesday 5th October @ 9:00 CET**

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| 09:00 | Coffee |
| 09:20 | WP7 Management – *Joanna Przedrzymirska-Ziółkowska (IO PAN)*   * QUARM, Project meetings, Reporting   WP7 Communication – *Joanna Przedrzymirska-Ziółkowska, Paulina Pakszys (IO PAN)*   * Logo, corporate identity, Website , Sharing documents   ***There will be a possibility for partner administrators to dial-in by video conference to this session*** |
| 10:30 | Data management *Leen Vandepitte (VLIZ) and Marcin Wichorowski (IO PAN)* |
| 11:00 | Coffee |
| 11:30 | Work in groups: detailed discussions on PPs involvement and relations/interactions between WPs. Suggested working groups:   * WP1 with WP6 and WP7, * WP2 with WP3 and WP4, * WP3 and WP4 * WP5 and WP6, * other working groups set up on Day 1 (up to 5 working groups) |
| 13:00 | Lunch |
| 14:00 | Wrap up from the working groups |
| 15:00 | Stakeholders involvement and outreach – joint discussion led by *Herman Hummel (HuFoSs) and Tymon Zieliński (IO PAN),* based on following 5 minutes inspirational presentations:   * Stakeholder identification; Stakeholder communication platform - *Herman Hummel (HuFoSs)*, * BIOcean5D outreach - *Sara Verstraeten (EMBL),* * Bioblitz events – *Jan Marcin Węsławski (IO PAN)*, * Ocean literacy in MARBEFES - *Panagiota (Yolanda) Koulouri (HCMR)*. |
| 17:00 | Finish for Day |
| 19:00 | Project Dinner |

**Day 3 – Thursday 6th October @ 9:00 CET**

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| 09:00 | Coffee |
| 09:20 | General discussion session led by *Julie Bremner (CEFAS)*:   * optimising each partner’s involvement in the project based on feedback from the inter-WP meetings (establishment of the working groups and agreement on their *modus operandi*), * publication planning and scientific misconduct, * planning BBT actions, discussion on PSAB members, * other points. |
| 10:30 | Coffee |
| 11:00 | General discussion session - agreeing on critical open issues in QARM led by *Joanna Przedrzymirska-Ziółkowska (IO PAN)*   * project meetings time plan (GA, SC WPs) * data management handling * stakeholders management handling * other points. |
| 12:00 | Summary of discussion, action points and next steps |
| 13:00 | Lunch |
| 14:00 | End of meeting |