

Meeting of the WP leaders
13/11/2009 ([CERN](#), Geneva)

The meeting will start Monday November 13th at 10:00am and should end at 17:00 at the latest. The venue of the meeting is the [60-2-023](#) (2st floor in the main building). Marika Flygar (Marika.Flygar@cern.ch) will take care of the access in CERN for members who do not have already a badge.

Please contact her directly to request a visitor badge if you need one.

Although it is very important to be present at CERN, audio connection will also be possible, in case some of you have a last minute duty preventing them to come to CERN

Number to call +41 22 767 7000

Conference reference: TIARA

Reservation name: Aleksan

Draft Agenda

- 10:00 Update on each WP**
15mn on each WP i.e. 4 slides shown by each WP leaders:
slide 1) the changes if any,
slide 2) Final list and month of delivery of deliverables ,
slide 3) schedule and inputs needed from other WP and month when these inputs are needed
slide 4) Budget (person-month, number of travel and direct material cost per partners
- 12:30 Lunch**
- 13:45 Taking into account the comments of the morning and harmonizing the write up of WPs**
• *Defining the Guidelines for write up*
- 14:15 Work in subgroup or individually as appropriate**
G1: WP3+WP4
G2: WP2+WP5+WP6
G3: WP7+W8+WP9+WP10
- 16:00 Summary**
• *Report of all WP on remaining issues and decide whether we should meet on Nov. 20*
- 17:00 Adjourn**