

**NORWEGIAN FINANCIAL MECHANISM 2009-2014
FUND FOR DECENT WORK AND TRIPARTITE DIALOGUE**

Start up Workshop
Place: Warszawa Poland, Zielna 37 street (building C, V floor)
Date: November 22, 2012

Moderator: Knut Ringstad, Programme Manager

AGENDA

- 10:00 – 12:30 Morning session
- Welcome by moderator
- Presentation of Participants
- Introduction of the projects by the partnerships/Project Promoters:
- brief introduction to the specific project (objectives, outputs, results, planned activities)
 - lessons learnt so far
 - challenges
- Discussion – how to cooperate in/among projects
- 12:30 – 13:30 Lunch
- 13:30 – 15:30 Afternoon session
- Practical information and guidance to applicants
- Anne Lise Rognlidalen, Team member
- programme/financial reporting – requirements
 - outcome/output/indicators
 - project monitoring
 - information work
 - any other business
- Discussion
- Summing up/conclusions