



Draft Agenda for the kick-off meeting of CEN/WS "International and interinstitutional crisis and disaster management – Guideline for the mapping of terminology and icons"

Date: March 1st 2022 (2022-03-01)

Time: 10:00 – 15:00 CET

Venue:

Depending on the international COVID-19 situation, the kick-off meeting will be held in Vienna or remotely.

In case of a remote meeting, the link is as follows:

<https://tinyurl.com/3hsneuk7>

Agenda

1. Opening of the meeting
2. Roll call of participants
3. Adoption of the agenda
4. Introduction on CEN and on the Workshop concept
5. General presentation of the Workshop
6. Possibly other presentations
7. Election and appointment of Workshop Chair (*and Vice-Chair if one*)
Confirmation of the Secretariat
8. Project Plan
 - a. Discussion and review of comments received
 - b. Adoption of the Project Plan (by consensus)
9. Organization of the technical work



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10. Any other business
11. Next meeting, future actions and their assignment
12. Closure of the meeting