



2022-08-26

Draft Agenda for the kick-off meeting of CEN/WS BIZEOLCAT

2022-10-05, 10:00 – 12:00 CET

Venue:

Online Microsoft Teams Meeting: [LINK TO JOIN THE MEETING](#)

Agenda	Timing
1. Opening of the meeting	10:00
2. Roll call of participants	
3. Adoption of the agenda	
4. Introduction on CEN/CENELEC and the Workshop concept (<i>CCMC</i>)	10:15
5. General presentation of the Workshop (<i>Proposed Chair</i>)	10:30
6. Election and appointment of Workshop Chair	
7. Project Plan	10:45
a. Discussion and review of comments received	
b. Participants – Registration form	
c. Adoption of the Project Plan	
8. First draft CWA and discussion. Organization of work.	11:00
9. Any other business	
10. Next meeting, future actions and their assignment	
11. Closure of the meeting	12:00