

2ND MEETING OF THE MITTENS PROJECT STEERING GROUP
Online meeting
10 June 2021, 09:00-10:30 (CEST)

Title	Agenda
Submitted by	NDPHS NCD EG Secretariat
Summary/Note	-

CONNECTION DETAILS

Zoom Meeting

<https://zoom.us/j/92154704335?pwd=UDZWeHI3bTRYRzRZYU9ueGg1OGU2QT09>

Meeting ID: 921 5470 4335

Passcode: NDPHS

MEETING AGENDA

09:00 – 09:15 1. Welcome and opening of the meeting

The meeting will be opened by Ülla-Karin Nurm, Director of the NDPHS Secretariat, prof. Oxana Drapkina, NCD EG Chair, who will welcome the participants. The participants will be asked to briefly introduce themselves.

09:15 – 09:45 2. Current state of the Project

The NDPHS Secretariat will briefly present the different work packages. Representatives of different WPs are welcome to introduce the current state of their parts of the Project. Participants will be invited to ask questions.

09:45 – 10:25 3. Project Management

The NDPHS Secretariat will introduce the revised PSG Terms of Reference, the project communication plan and give updates on the status of the online project management portal ClickUp implementation. The participant will be asked to adopt the proposed ToR, approve the communication plan and discuss the use of ClickUp.

10:25 – 10:30 4. Wrap up and closing of the meeting