



Draft Agenda (03/12/07)

MunEM Workshop

6th December 2007

Venue: Hotel Raushen, Lenina Str, 48-a, Svetlogorsk, Tel. +7-40153-215-64.

Participants: KREEC (3)
Municipality of Mamonovo (2)
Municipality of Svetliy (2)
Kaliningrad Oblast (2)
BMF (2)
GTZ (2)
MoEST represented by IB-EA (2)
Members of Reference Group (7)

Total: appr. 25 participants

Time	Content	Responsible
Wednesday 5 December 2007		
19:55	Arrival KD 0777 from Berlin	
20:10	Arrival KD 0774 from Hamburg	
21:00	Check in at hotel	KREEC
Moderation: Brigitta Kauers		
Thursday 6 December 2007		
10:00	Welcome and opening	Mr Ströfer
10:05	<u>WP 1</u> Constitution of Reference group (Kauers)	Kauers
10:15	<u>WP 2</u> Existing structures (Krug) Introduction (Krug) Statement Momonovo/Svetliy (Semikova, tbc.) Statement Oblast (Borisov)	Krug Municipalities Oblast
11:30	Coffee break	
12:00	<u>WP 5</u> Principles of information campaign (Fedorskaya)	Potapov



13:15	Lunch break	
14:15	<u>WP 3</u> Proposal for competence, tasks and responsibilities of Energy Coordination Center (ECC) in municipalities (Müller-Janßen) Presentation of current results (Müller-Janßen/Caraus) Principles of measure catalogue and cost effectiveness (Müller-Janßen/Caraus) Best practice (tba.)	Müller-Janßen Municipalities IWO
15:30	Conclusions Next steps Closing words	Kauers
16:00	End of workshop	
16:30 – 17:30	<u>Steering Committee Meeting</u> Minutes of the last SC – approval Consortium/Working Group Agreement Working plan 2008, dates Other	Ströfer all partners
18:30	Partner Dinner	KREEC
Friday 7 December 2007		
08:30	Excursion	KREEC
10:00	Airport Transfer	KREEC
11:45	Departure to Duesseldorf	
12:00	Departure to Kopenhagen	
12:20	Departure to Berlin	