

17th Consortium Meeting, 2023-02-13



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WELCOME !





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Advanced Curriculum on Energy Efficient Buildings in Extreme Continental and Sunny Climate / CEBEC



Agenda 2023-02-13

- 11:00 – 12:30 Opening of the meeting. Presentation of participating staff.
Project Overview and Objectives for the meeting, Coordinator
Work packages and tasks in CEBEC project. Information and discussion.
WP 1, PREPARATION. Leader: Mongolian University of Science and Technology
WP 2, DEVELOPMENT. Leader Lund University, GMIT, MULS, MUST
- 12:30 – 12:40 Photography
- 12:40 – 13:30 Lunch
- 13:30 – 15:00 WP 3, QUALITY PLAN. Leader: Tallinn University of Technology.
WP 4, DISSEMINATION & EXPLOITATION. Leader: German-Mongolian Institute for
resources and Technology
WP 5, MANAGEMENT. Leader Lund University
Individual meetings with each university
- 15:00 – 15:30 Tea/Coffee break
- 15:30 – 17:30 Technical tour
- 17:45 - Dinner

Overview and Objectives for the meeting

WP 1 – English course for staff in all three universities (MUST)

WP 2 – Status for Equipment and Courses (LU+All)

WP 3 – All three Mongolian universities upload a document to google drive (folder with university name) including information specified by TalTech.

Status and Plans?

WP4 – All universities should be developed to the same level. GMIT will help and support in this matter. Internal meetings will be held.

Status and plans?

WP 5 – Economy

Coming meetings and courses.

Final report

WP2 Development (LU)

The current situation regarding equipment:

Partner		Equipment ordered	Equipment will arrive	Equipment in place
GMIT	?	Yes	Dec 25	
MUST	?	Yes	Dec 25	
MULS	?	?	To be decided	

- Send copy of **invoices**. This is needed for the revision from EU. Translation is needed.
- Documentation on the tendering process, >25000 EUR.

Economy

- Keep the budget!

The budget is specified for each WP and partner. Keep track on this when planning and writing timesheets. (See also our partnership agreement.)

- Send Timesheets and Joint Declarations until ...
- Travel report

	MUST	MULS	GMIT	TalTech	LU
Travel reports	OK	OK	OK	OK	OK
Timesheets and Joint declarations	30-09-22	31-12-21	30-09-22	30-04-22	31-12-22
VAT		OK		-	-

Meetings

Meeting	Host	Time	Comments
Tallin	TalTech	Feb, 2023	Feb 13-14, 2023
Ulaanbaatar	MULS	June, 2023	June 7-8, 2023
Lund	LU	Aug, 2023	Aug 21-25, 2023?
Ulaanbaatar	MUST	Nov, 2023	Nov 6-10, 2023?

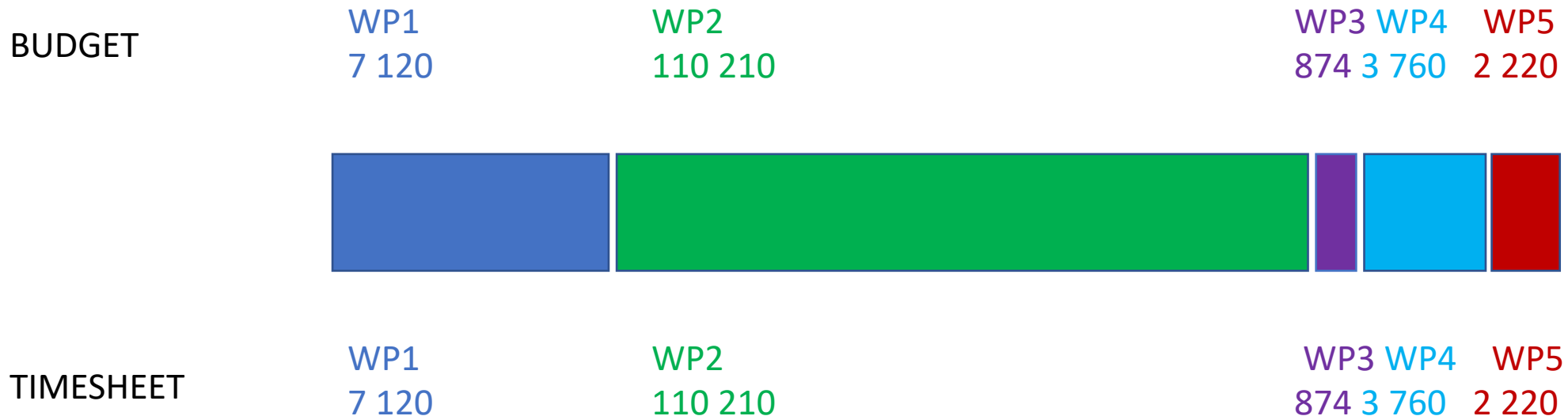
Courses

Place	Host	Time	Comments
Tallin	TalTech	Feb, 2023	Feb 6-17, 2023
Lund	Lu	April – May 2023	April 24 – May 5

Topic for student course:

- Project for students - Different steps in a building project.

- VAT-Copy of Exemption of VAT must be sent to Bitte. (also in English)
- Tendering process must be explained very clearly and include appendices of all the bids. (in English or translated to English)
- A copy of original invoice must be sent to Bitte. (also in English)
- Timesheets and budget for each WP must comply, example below.



End of Meeting