

INVITATION

*The Municipality of Oraiokastros, Lead Partner of «AQUA-LITY » project,
invites you to the project kick-off Meeting that will take place on **Thursday, 11th October 2018, at 11:00 am**
at the premises of Municipality of Oraiokastros,
at Komninos 76, Thessaloniki Oraiokastros*

P.C 57013, Greece

AQUA-LITY: Application of innovative techniques for improving drinking water quality in urban areas

Kick-off Meeting

Date: Thursday, 11/10/2018

Venue: Premises of Municipality of Oraioikastro
(Komnion 76, Thessaloniki Oraioikastro, P.C. 57013)

MEETING AGENDA	
11:00 - 11:30	Arrival and registration of the participants
11:30 - 11:45	Welcome speech <i>Asterios Gavotsis – Mayor of Municipality of Oraioikastro (LB)</i>
11:45 - 12:00	General Overview of the project ‘AQUA-LITY’ <i>Isaak Xanthopoulos - Representative of Municipality of Oraioikastro (LB)</i>
12:00 - 12:15	Presentation of LB’s action plan <i>Sarantis Tipou - Representative of Municipality of Oraioikastro (LB)</i>
12:15 - 12:30	Presentation of PB2’s action plan <i>Hristo Dimitrov - Technical Consultant of PB2 (PB2)</i>
12:30 - 13:00	Coffee Break
13:00 - 13:15	Management Procedures <i>Technical Consultant of LB(LB)</i>
13:15 - 13:30	Definition of the Project Management Team <i>All partners</i>
13:30 - 13:45	Discussion on ‘AQUA-LITY’ requests for modifications, Summary of the tasks for the upcoming period – Final conclusions <i>All partners</i>
14:00	Lunch

AQUA-LITY PROJECT OVERVIEW

Application of innovative techniques for improving drinking
water quality in urban areas

Kick-off meeting

Oraiokastro,
Thessaloniki,
11/10/2018

PROJECT CONTEXT

- ❖ 2nd Call for Proposals
- ❖ Priority Axis 2: A sustainable and Climate adaptable Cross-Border area
- ❖ Thematic Objective: 06 - Preserving and protecting the environment and promoting resource efficiency
- ❖ Investment priority: 6f - Promoting innovative technologies to improve environmental protection and resource efficiency in the waste sector, water sector, soil protection or to reduce air pollution.
- ❖ Specific objective: 6 - To enhance water management
- ❖ Project Duration: 10/11/2017 – 10/05/2019 (18 months)

PROJECT PARTNERSHIP

PARTNERSHIP

- ❖ Lead Beneficiary: Municipality of Oraikastro
- ❖ Project Beneficiary 2: Municipality of Dimitrovgrad
- - ❖ Reasons for selection of partners:
 - ❖ *Common features concerning quality of drinking water*
 - ❖ *Common problems to be tackled*
 - ❖ *Similar institutional profile and administrative capacity*
 - ❖ *Previous experience in projects*
 - ❖ *Potential for exchange of experience and know-how in valorization of improving drinking water*

THE PROBLEM AT THE CROSS BORDER AREA

- ❖ Although the CB area is rich in water resources, monitoring and managing the quality of drinking water is being implemented at a local level, in an old fashioned and inefficient way
- ❖ The quality of drinking water in some areas is low or even inappropriate for human consumption while pollution incidents are addressed with delay, leading to potential health hazards and increased costs.
- ❖ The project focuses on two parts of the eligible area, Oraiokastro where the concentration of hydrogen sulfide, iron (Fe) and manganese (Mn) in the water network of Anthoupoli, exceeds the limits set by EU and Greek law,
- ❖ Dimitrovgrad where unusual levels of manganese (Mn) and its oxides are observed in several settlements in the area.
- ❖ The use of new technologies in water management processes is limited in Bulgaria and thus Bulgarian bodies can benefit from the cooperation with Greek authorities which have previous experience in the field, as in the case of the Municipality of Oraiokastro

PROJECT OBJECTIVES

The main objectives of the project are:

- ❖ to enhance drinking water quality and reduce health hazards
- ❖ to improve drinking water quality and monitoring procedures by adapting innovative methods and techniques while creating the necessary conditions for development of interregional policies on the subject.
- ❖ To contribute significantly to the priorities set by the Programme since it will “promote innovative technologies to improve environmental protection and resource efficiency in the waste sector, water sector, soil protection etc”.

PROJECT OUTPUTS

- The main outputs of the project are divided into 4 thematic categories (WP), each of which has a distinctive objective.
- In WP₁, PBs will produce regular progress reports (on a semiannual base) according to the Project Implementation Guide as well as three project meetings. These outputs will ensure the efficient management of the project and its implementation according to activities' time-schedule.
- In WP₂, outputs aim at the dissemination of project results and raising awareness in local communities and include: a strategic communication plan, a website (developed according to WCAG 2.0 for people with disabilities), publicity material (4000 leaflets, 3000 brochures, 8 banners, 150 posters and 500 folders), 10 press releases in local media and an International closing conference in Thessaloniki.

PROJECT OUTPUTS

- WP3 is focused on the development of drinking water monitoring and improvement systems and includes the supply of a water processing and sanitation system (with all relevant works that need to be implemented in order to be fully functional), the elaboration of two studies on spots of environmental pressure, the supply and establishment of equipment for the pilot action, and the pilot actions for the two beneficiaries.
- The outputs of WP4 have a threefold aim: i) the evaluation of pilot actions through sampling tests which will result in 2 evaluation reports, ii) the dissemination of know how through the elaboration of an environmental guide with examples of best practices and seminars for the end users of the early warning system (40 participants) and iii) the development of an integrated water monitoring tool in the CB area, which will work as a decision support system.

PROJECT RESULTS

- The quality of drinking water in Oraiokastros will be improved dramatically and it will be appropriate for human consumption.
- it will contribute to improved health status and living standards in the area (Scientific studies have proven that there is a positive interrelationship between health status and economic development).
- the early warning system will assist PB2 in complying with Water Framework Directive 2000/60 (by addressing pollution from urban waste water and from agriculture) and protect citizens from being exposed to health hazards related to the consumption of polluted water.

PROJECT RESULTS

- PB2 will achieve reduction of operational and managerial costs of drinking water management due to early identification and/or prevention of potential accidents. Additionally, the reduction of water related hygienic problems will lead to further economic benefits due to improved health conditions and thus decrease of public spending for health care provisions.
- As far as beneficiaries and water management bodies are concerned, the project provides them with the opportunity to gain significant knowhow in applying innovative technologies for monitoring and improving drinking water quality.
- The development of tools to support and facilitate water monitoring could be the first step towards a joint policy for addressing common challenges.
- publicity actions will reinforce public awareness on issues of water conservation, the importance of water sanitation and the contribution of EU funds in regional development.

PROJECT ACTIONS

- MUNICIPALITY OF ORAIOKASTRO
- Del. 1.1.2 - Project Management & Coordination & FLC
- Del 1.1.3 - Project Meetings (2 project meetings in Oraiokastros)
- Del 2.1.1 - Communication Plan
- Del 2.1.2 - Project Website
- Del 2.1.3 - International Closing Conference
- Del 2.1.4 - Publicity Material (4 banners, 1.000 project brochures, 2.000 project leaflets, 50 posters)
- Del 2.1.5 - Press Releases (Five press releases in local mass media)
- Del 3.1.1 - Drinking Water improvement system

PROJECT ACTIONS

- MUNICIPALITY OF ORAIOKASTRO
- **Del. 4.1.1 - Study on environmental pressure spots**
 1. Recording of human activities to capture inputs to the system under consideration
 2. Risk criteria to take into account the time of remediation of impacts and their range and weighted by weighting factors based on the probability of risk and the frequency of inputs.
 3. Recording Outputs-Results as Possible Negative Scenarios
 4. Proposals of good practices and possible actions based on international and national legislation

PROJECT ACTIONS

- MUNICIPALITY OF ORAIOKASTRO
- Del. 4.1.2 - Pilot operation of the system (Pilot operation of the water processing and sanitation system for a period of two months. The pilot operation includes taking samples, laboratory analysis and findings report)
- Del 4.1.3 - Project Evaluation
- Del 4.1.4 - Cross border water quality monitoring system (Development of a cross border platform for water management bodies in the CB area for assisting them in decision making regarding water quality policies and methods)

PROJECT ACTIONS

- MUNICIPALITY OF DIMITROVGRAD
- Del. 1.2.2 - Project Management & Coordination
- Del 2.1.3 -Project Meetings (1 project meeting in Dimitrovgrad)
- Del 2.2.1 - Communication plan (Contribution of input to PB1 in the elaboration of the communication plan)
- Del 2.2.2 – Participation in Conference in Oraiokastaro
- Del 2.2.3 - Publicity Material (4 banners, 100 posters, 500 folders, 2.000 Project Brochure, 2000 Threefold leaflets)
- Del 2.2.4 - Press releases (5 press releases in local press)
- Del 2.2.5 - Input for website, translation in Bulgarian

PROJECT ACTIONS

- MUNICIPALITY OF DIMITROVGRAD
- Del. 3.2.1 - Preparatory study on environmental pressure spots (External technical expertise for the elaboration of study on the identification of environmental pressure spots in Dimitrovgrad, compliance of water sources with EU regulation and georefering of the points)
- Del 3.2.2 - Equipment and process analysis study (Study on the development of an early warning system with the use of telemetric stations for real time monitoring)
- Del 3.2.3 - Supply of equipment (Supply and installation of five telemetric stations for monitoring of water quality and quantity)
- Del 3.2.4 - Pilot operation
- Del 4.2.1 - Evaluation study (External technical expertise for the elaboration of an evaluation study for the ecotoxicological and financial assessment of the pilot action)
- Del 4.2.2 - Good practice Guide for optimum water quality management (External technical expertise for the elaboration of a water quality environmental guide which will be used as educational material for the seminars)
- Del 4.2.3 - Training seminar (Organisation of a training seminar for local authorities personnel and consultants in Dimitrovgrad (40 participants: 20 from Greece and 20 from Bulgaria))

WORK PACKAGES

WP	TITLE OF WP	START	END	COST
WP 1	Project Management & Coordination	10/11/2017	10/05/2019	35.270,00 €
WP 2	Communication & Dissemination	10/11/2017	10/05/2019	29.210,00 €
WP 3	Drinking Water monitoring and improvement systems	02/01/2018	28/02/2019	546.000,00 €
WP 4	Evaluation and dissemination of knowhow	01/11/2018	10/05/2019	68.000,00 €
TOTAL		10/11/2017	10/05/2019	678.480,00 €

Interreg
Greece-Bulgaria
European Regional Development Fund



Thank you for attention!!!

Management Procedures

INTERREG V-A Greece - Bulgaria 2014 - 2020

Project Acronym: AQUA-LITY

Project Title: Application of innovative techniques for improving drinking water quality in urban areas

Kick off meeting - Oraioikastro, Thessaloniki, 11/10/2018

Key Documents

1. Subsidy Contract & Partnership Agreement
2. Program and Project Implementation Manual
3. Project implementation guidelines for Bulgarian partners
4. Specific Guidelines for Greek Beneficiaries for Project Implementation Procedures and Eligibility of Expenditure of ERDF European Territorial Cooperation Programmes
5. Ministerial decision of the management and control system of the ETCP, 300488/YΔ1244 (ΦΕΚ 1099, Τεύχος Β', 19/04/2016)
6. First Level Control (FLC)_Guidance and files on verification of expenditure
7. Information and Publicity Guide
8. Progress report Guidelines

LB's responsibilities

Management

- ▶ Is the contact point representing the partnership for any communication with the JS/MA or any other of the Programme Structures
- ▶ Is responsible for the overall coordination, management and implementation of the project vis-à-vis the Managing Authority.
- ▶ Sets the management team of the project
- ▶ Prepares and submits progress reports
- ▶ Shall address requests for project modifications

Financial Monitoring

- ▶ Ensures that the expenditure presented by the partners participating in the project has been incurred for the purpose of implementing the project.
- ▶ Receives the ERDF contribution for the entire project and transfers it to the other partners participating in the project within one month of its receipt.

PB's responsibilities

- ▶ Carry out the specific activities set out in the Application form;
- ▶ Provide all information and data to the LB that is required by the latter (information for the progress report etc)
- ▶ Submit expenditure for verification to the designated Controllers. The issued certificates must be submitted to the LB every 3 months, in order to assist the reporting and reimbursement procedures, unless requested by the JS at a different time.
- ▶ Notify the LB of any factors that may negatively affect implementation of the project in accordance with the work plan.

Reporting procedures (1)

- The Lead Beneficiary is responsible for the submission to the Joint Secretariat (JS) of progress reports on project implementation activities
- All project beneficiaries have to submit on time their input (financial & technical part) to the LB
- LB uses the official forms (Progress Reports), which are provided by the MA/JS
- LB will still abide by the deadlines for submission of the reports even if there is missing information
- LB will add the missing information in the next reporting period
- All reports must be submitted in English

Reporting Procedures (2)

For the thorough monitoring of the project's implementation a “Progress Report” is submitted to the JS by the Lead Beneficiary, every six (6) months.

Reporting Periods	Deadlines for the submission of progress reports
January - June	20 th of July of the respective year
July - December	20 th of January of the following year
Final report	2 months after the issuance of all the certificates of all the project beneficiaries

Eligibility of Expenditures

The expenditure is eligible since:

- ▶ They correspond to actions, services or products described in the Application Form of a project and if they are foreseen in the approved budget of the project under a specific budget line.
- ▶ They are executed by the beneficiary and they are paid in the approved period of the project.
- ▶ They comply to the financial and the labour legislation of the country.
- ▶ They are paid by invoices or any other documentation of equal value.
- ▶ They reflect the present account system of the beneficiary.

Eligibility of Expenditures

Staff Costs

Expenditure on staff costs shall consist of gross employment costs of staff employed by the PB in one of the following ways:

- i. full time;
- ii. part-time with a flexible number of hours worked per month;
- iii. part-time with a fixed percentage of time worked per month; or
- iv. on an hourly basis.

Expenditure on staff costs shall be limited to the following:

- i. relating to responsibilities specified in the job description of the staff member concerned;
- ii. in accordance with the legislation referred to in the employment document and with standard practices in the country and/or organisation where the individual staff member is actually working;
- iii. The monthly timesheets;
- iv. The salary payments related to the activities which the entity would not carry out if the operation concerned was not undertaken, fixed in an employment / work contract
- v. Signed payment rolls.

Eligibility of Expenditures

Travel and Accommodation

- ▶ They are eligible only for the staff of beneficiary organisations that relate to delivery of the project.
- ▶ Travel and accommodation of experts, external to the project partnership under **External expertise and services**.
- ▶ Maximum daily rates for hotel and subsistence should be respected, in line with national legislation or internal policy of the partner organisation.

Expenditure on travel and accommodation costs is limited to the following items:

- (a) Travelling costs;
- (b) accommodation;
- (c) visa;
- (d) daily allowances.

Eligibility of Expenditures

Office and administration costs

Eligible cost: Operating and administrative expenses of the beneficiary organisation that support delivery of the project activities.

Reimbursement options: **Option I:** Real costs
Option II: Flat rate

Eligibility of Expenditures

Equipment

Expenditure for the financing of equipment either purchased, or rented or leased by a partner, necessary to achieve the objectives of the project. Equipment expenditure is limited to the following items:

- ❑ office equipment;
 - ❑ IT hardware and software;
 - ❑ furniture and fittings;
 - ❑ laboratory equipment;
 - ❑ machines and instruments;
 - ❑ tools or devices;
 - ❑ vehicles;
 - ❑ other specific equipment needed for operations.
-
- ▶ Equipment has to be purchased in compliance with public procurement rules.
 - ▶ Equipment can only be funded by the programme if no

other EU funds have contributed towards the financing of this equipment.

- ▶ Supporting documents for the verification of expenditure:
 - Evidence of compliance with the applicable EU, national and internal procurement rules,
 - Invoice (or a supporting document with equivalent probative value to invoices, in case of depreciation),
- ▶ **Depreciation** may be considered, under the following cases:
 - Purchase cost of equipment is not requested (the equipment must have been purchased before the initiation of the project)
 - There is a justified methodology for partial distribution of the time allocated to the specific project.

Eligibility of Expenditures

External expertise and services

Include expenditure paid on the basis of contracts or written agreements, against invoices or requests for reimbursement to external service providers who are subcontracted to carry out certain tasks/activities linked to delivery of the project, such as:

- ☐ studies or surveys;
- ☐ training;
- ☐ translations;
- ☐ IT systems and website development;
- ☐ promotion, communication, publicity or information;
- ☐ financial management;
- ☐ services related to the organisation and implementation of events or meetings;
- ☐ participation in events;
- ☐ legal consultancy and notarial services, technical and financial expertise, other consultancy and accountancy services;
- ☐ intellectual property rights;
- ☐ verifications (i.e. first level control costs);
- ☐ the provision of guarantees by a bank or other financial institution;
- ☐ travel and accommodation for external experts, speakers, chairpersons of meetings and service providers;
- ☐ other specific expertise and services needed for operations.

Eligibility of Expenditures

External expertise and services

Supporting documents for the verification of expenditure:

- ▶ Evidence of the selection process, in compliance with the applicable EU, national and internal public procurement rules. Any changes to the contract must comply with the public procurement rules and must be documented,
- ▶ A contract or other written agreements of equivalent probative value laying down the services to be provided with a clear link to the project,
- ▶ An invoice or a request for reimbursement providing all relevant information in line with the applicable accountancy rules,
- ▶ Proof of payment,
- ▶ Outputs of the work of external experts or service deliverable.

Eligibility of Expenditures

Infrastructure

- ▶ Covers costs related to investments in infrastructure that do not fall into the scope of other budget lines. The necessary studies, allowances must be met.
- ▶ This includes costs for example; site preparation, delivery, handling, installation, renovation, and purchase of land, when applicable.
- ▶ The following documents must be available for control purposes:
 1. Contracts and other related documentation (tender procedures, Selection committee decisions etc.).
 2. Invoices and / or other documentation ensuring the works in progress.
 3. Proof of payment.
 4. The necessary environmental studies and licenses.

Project Funding & Cash Flows (1)

Greek Beneficiaries

- ▶ Registration in the Public Investments Programme for the acquiring of a numbered account (Ενάρπιθος);
- ▶ Appointment of an account administrator (υπόλογος);
- ▶ Notification by the beneficiary to the MA/JS on the needed amount for the first allocation and for every allocation. The MA reserves the right to accordingly decrease a request for allocation by a beneficiary, if unused funds from previous allocations are still available in the account;
- ▶ Provided that enough credit is available, the allocation is granted by the PIP and performed via the account administrator;
- ▶ The allocations granted through the Public Investments Programme involve the amounts from both funding sources (ERDF and national co-financing);
- ▶ **Very Important:** Please consult the Guidance Circular on the operation of the Central Account 23/200850 (ΑΔΑ: ΩΖΘΙ465ΧΙ8-7ΧΙ).

Project Funding & Cash Flows (2)

Bulgarian Beneficiaries

- ▶ **Advance Payment:** It is estimated that 7-7.5% of the beneficiary's budget will be given as advance payment via the Paying Authority to the Lead Beneficiary, who will in turn transfer it to the respective beneficiaries. The issue is to be finalized with the signing of the MoU between the member-states. Furthermore, 80% of the national co-financing will be given as advance, after request to the Bulgarian National Authority;
- ▶ **ERDF:** After the submission of the certificates and their integration in the payment requests, ERDF reimbursement is received by the Certifying Authority and transferred to the Lead Beneficiary, who will in turn transfer it to the respective beneficiaries within one (1) month from its receipt. Transactions are performed in euro (€) and in whole, without deductions for bank charges, etc.;
- ▶ **National co-financing:** The national co-financing is ensured by the Ministry of Regional Development and Public Works.

Project Funding & Cash Flows (3)

General points

- ▶ For the sound financial management of the project, all project beneficiaries should have a dedicated, interest-free bank account;
- ▶ Payment of the eligible preparation cost should be included preferably in the first progress report

Project Modifications (1)

General Rules

- ❑ Not an automatic procedure
- ❑ Project Management Team consent needed in a written form in all types of modification
- ❑ Starts with a written justified request by the Lead Beneficiary to the Joint Secretariat
- ❑ Endorsement/approval by the relevant Programme management structure always needed
- ❑ ERDF ceiling and n+3 rule should be strictly observed
- ❑ Project objectives and expected results should be retained

Project Modifications (2)

Cases

Minor Modifications

- Administrative Information in the Application Form
- Bank information
- Justification of Budget adjustments not affecting the Application Form
- Implementation period of a Work Package within project duration
- Readjustments between budget categories or actions up to 10% of total budget of the Application Form

Modifications approved by the MA

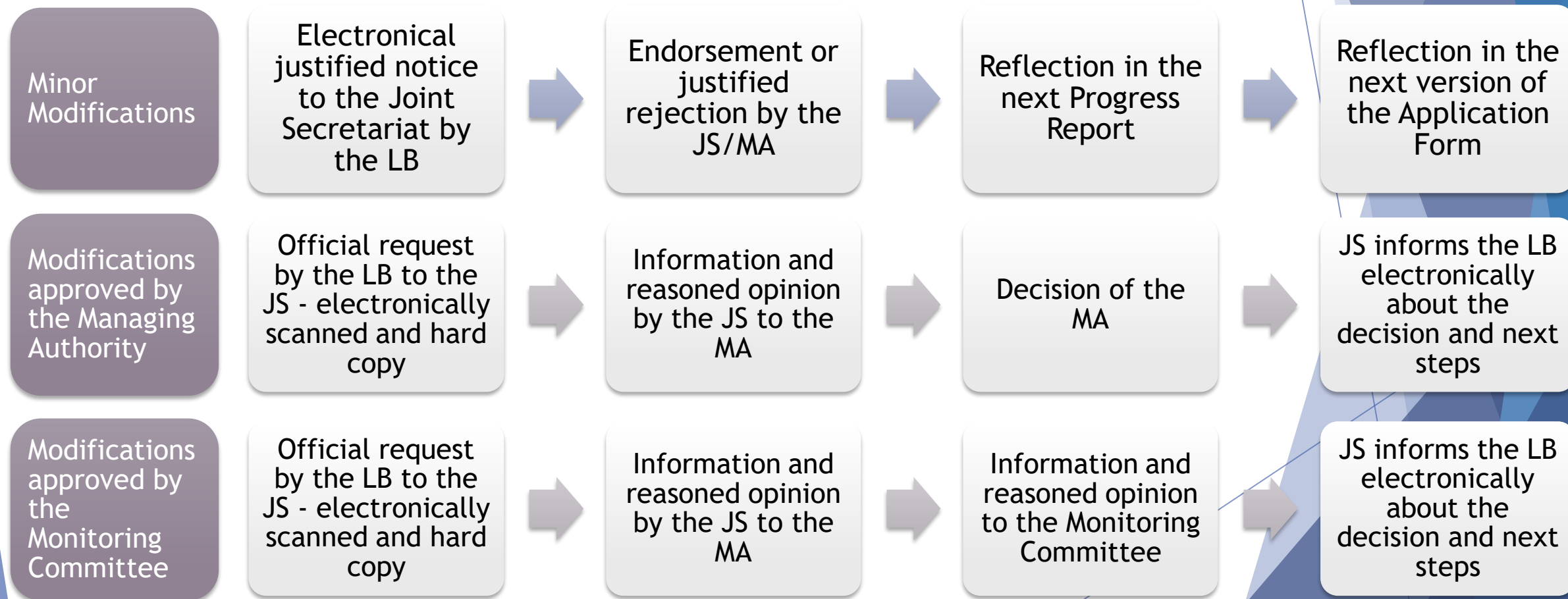
- Reallocations above 10% and up to 20% of the total budget of the Application Form
- Extension of the end date of project implementation
- Reallocation between beneficiaries from the same Member State up to 10% of the total budget of the Application Form

Modifications approved by the Monitoring Committee

- Reallocations between budget categories or actions greater than 20% of the total budget of the Application Form
- Reallocations between beneficiaries from the same Member State greater than 10% of the total budget of the Application Form
- Project structure / Composition of partnership / New activities
- Reallocations between beneficiaries from different Member States

Project Modifications (3)

Procedures



Project Modifications (4)

Modifications related to infrastructure works

- ▶ National legislation applies
- ▶ Project Beneficiary is responsible
- ▶ Before the modification the Joint Secretariat should be informed by the Lead Beneficiary to check whether this affects the scope of the project

Useful Contacts



Managing Authority of the ETCP “Greece - Bulgaria 2014-2020”

Address: 65, Leoforos Georgikis Scholis, 570 01, Thessaloniki, Greece

Call center: +30 2310 469600 Fax: +30 2310 469 602

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Joint Secretariat of the Cooperation Programme “Greece - Bulgaria 2014-2020”

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Project Officer Mr. Dimitrios Liatsis: +30 2310 469 649 dliatsis@mou.gr

National Authority of the ETCP “Greece - Bulgaria 2014-2020” - “Territorial Cooperation Management” Directorate General, Ministry of Regional Development”

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Web Site: www.mrrb.government.bg

Thank you for your
attention

AQUA-LITY LB's ACTION PLAN

Application of innovative techniques for improving drinking
water quality in urban areas

Kick-off meeting

Oraiokastro,
Thessaloniki,
11/10/2018

LB's Action Plan

WP₁ – Management & Coordination

LB will be responsible for:

- Cooperating with the partnership for the smooth coordination of all the actions of the project “Aqua-lity”
- Timely submission of the Progress Reports to the Joint Secretariat (JS) of the Programme Interreg Greece – Bulgaria 2014 – 2020
- The preparation of the requests for modification and the communication with JS
- Preparation of the requests for verification of expenditures
- Its participation in all project meetings
- Organization of two project meetings in Oraïokastro, Thessaloniki (kick off & Closing meeting)

LB's Action Plan

WP2 – Communication & Dissemination

LB will be responsible for the:

- Elaboration of communication plan
- Development of project website
- The organization of the closing conference in Thessaloniki
- The production of communication materials (4 banners, 2000 Threefold leaflets with information of the project, 50 posters, 1000 Project Brochure).
- Publicity of Five (5) press releases in local mass media

LB's Action Plan

WP₃ – Drinking Water monitoring and improvement systems

LB will be responsible for:

- the supply of the equipment of the drinking water improvement system (water process and sanitation system that consists of water pipeline, two tanks, two pumps, oxidation system, blower, two filters, control and motion table, container, security equipment etc)

LB's Action Plan

WP₄ – Evaluation and dissemination of knowhow

LB will be responsible for:

- The elaboration of study on environmental pressure spots
- The pilot operation of the system for a period of two months. The pilot operation includes taking samples, laboratory analysis and findings report

LB's Action Plan

WP4 – Evaluation and dissemination of knowhow

LB will be responsible for:

- The project Evaluation. In particular, elaboration of an assessment on whether the project has met expected results. The evaluation will incorporate both technical/scientific assessment as well as assessment of the project impact to local community
- The development of the Cross border water quality monitoring system (cross border platform for water management bodies in the CB area for assisting them in decision making regarding water quality policies and methods).

LB – Progress

What LB has done so far:

- Submission of the first (January 2018) and second progress report (July 2018) to the Joint Secretariat of the Programme
- Insertion to MIS the project information & documents (signed AF). The MIS code of “AQUA-LITY” project is 5010978
- LB contracted (direct award) the deliverable 1.1.2 (Project Management & Coordination) & 1.1.3 (Project Meetings) by carrying out one call for interest, according to the submitted STTP.
- Organization of the kick off meeting on 11/10/2018 in Oraikastro

LB – Progress

What LB has done so far:

the tender documents for the two procurements, according to the STTP, have already been finalized. In particular:

❖ the open summary procurement for the deliverables:

1. Del. 2.1.1 - Communication Plan
2. Del. 2.1.2 - Project Website
3. Del. 2.1.3 - International Closing Conference
4. Del 2.1.4 - Publicity Material
5. Del 2.1.5 - Press Releases
6. Del 4.1.1 - Study on environmental pressure spots
7. Del 4.1.3 - Project Evaluation
8. Del 4.1.4 - Cross border water quality monitoring system

Was published on 27/09/2018 and the deadline for submission of tender is 11/10/2018

LB – Progress

What LB has done so far:

- ❖ the tender documents for the open procurement and particularly for the deliverables 3.1.1 - Drinking Water improvement system and 4.1.2 - Pilot operation of the system, according to the STTP, have already been finalized and they will be published during autumn.

LB's NEXT STEPS

LB will proceed to the publishing of open procurement (equipment) during autumn and to the signing of the contract for the deliverables:

1. Del. 2.1.1 - Communication Plan
2. Del. 2.1.2 - Project Website
3. Del. 2.1.3 - International Closing Conference
4. Del 2.1.4 - Publicity Material
5. Del 2.1.5 - Press Releases
6. Del 4.1.1 - Study on environmental pressure spots
7. Del 4.1.3 - Project Evaluation
8. Del 4.1.4 - Cross border water quality monitoring system

LB's NEXT STEPS

Moreover, LB will implement the actions regarding the elaboration of the communication plan, the development of the project website as well as the development of the publicity material as soon as the contract is signed.

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Thank you for attention!!!

AQUA-LITY

Application of innovative techniques for improving
drinking water quality in urban areas

Kick-off meeting

Oraiokastro,
Thessaloniki,
11/10/2018

MUNICIPALITY OF ORAIOKASTRO (LB)

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Thank you for attention

AQUA-LITY

Application of innovative techniques for improving drinking water quality in urban areas

Kick-off meeting

Oraiokastro,
Thessaloniki,
11/10/2018

PB2's Action Plan

WP1 – Management & Coordination

PB2 will be responsible for:

- Cooperating within the partnership for the smooth coordination of all the actions of the project "Aqua-lity"
- Timely submission of information to LB related to the Progress Reports
- Preparation of requests for verification of expenditures
- Participation in all project meetings
- Organisation of a project meeting in Dimitrovgrad

PB2's Action Plan

WP2 – Communication & Dissemination

PB2 will be responsible for the:

- Contribution of input to LB in the elaboration of the communication plan and input for the project website
- The production of communication materials (4 banners, 2000 threefold leaflets with information of the project, 100 posters, 2000 project brochures, 500 folders).
- Publication of Five (5) press releases in local mass media

PB2's Action Plan

WP3 – Drinking Water monitoring and improvement systems

PB2 will be responsible for:

- the supply and installation of five telemetric stations for monitoring of water quality and quantity as well as development of the software controlling the smart monitoring system
- the elaboration of the protocol of ideal use of the telemetry based system for water quality inspection

PB2's Action Plan

WP4 – Evaluation and dissemination of knowhow

PB2 will be responsible for:

- the elaboration of an evaluation study for the ecotoxicological and financial assessment of the pilot action
- the elaboration of a water quality environmental guide which will be used as educational material for the seminar below
- the organisation of a training seminar for local authorities personnel and consultants in Dimitrovgrad (40 participants: 20 from Greece and 20 from Bulgaria)

PB2's – Progress

What PB2 has done so far:

List of Tenders as per STPP

- Tender 1 – Support to project management and coordination (direct award)
- Tender 2 – Project information and publicity (direct award)
- Tender 3 – Services (public competition)
- Tender 4 – Supply of equipment (public competition)
- Tender 5 – Organisation of a training seminar (direct award)
- Tender 6 – Organisation of a project meeting (direct award)
- Tender 7 – Office supply (public competition)

PB2's – Progress

What PB2 has done so far:

- Contribution to the preparation of first (January 2018) and second progress report (July 2018) to the Joint Secretariat of the Programme
- PB2 contracted:
 - Tender 1 for deliverable 1.1.2 (Support of Project Management & Coordination)
 - Tender 2 for deliverables 2.2.1, 2.2.3, 2.2.4, 2.2.5 (Project Information & Publicity)
 - Tender 7 for deliverable 1.2.2 (Office supply)
- PB2 launched Tender 3 – Services for deliverables 3.2.1, 3.2.2, 3.2.4, 4.2.1, 4.2.2 – public competition with deadline for submissions of offers 18.10.2018
- PB2 will launch Tender 4 – Supply of equipment (5 telemetric stations & PC) for deliverables 3.2.3, 3.2.4 – following the submission of the first outputs from the above service contract in November/December 2018

PB2's – Progress

What PB2 has done so far:

PB2 will proceed with the remaining:

- Tender 5 – Organisation of a training seminar for local authorities personnel and consultants in Dimitrovgrad, and
- Tender 6 - Organisation of one project meeting in Dimitrovgrad
accordingly in 2019 by direct award

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Thank you for your attention!

AQUA-LITY: Application of innovative techniques for improving drinking water quality in urban areas

**Δήμος Ωραιόκαστρου,
Ωραιόκαστρο, Θεσσαλονίκη**

**ΠΡΑΚΤΙΚΑ ΣΥΝΑΝΤΗΣΗΣ
Πέμπτη, 11 Οκτωβρίου 2018**

Την Πέμπτη 11/10/2018, η εναρκτήρια συνάντηση (kick off meeting) του έργου AQUA-LITY πραγματοποιήθηκε στις εγκαταστάσεις του Δήμου Ωραιόκαστρου όπου συμμετείχαν με εκπροσώπους τους οι δύο (2) εταίροι του Έργου, δηλαδή ο Δήμος Ωραιόκαστρου και ο Δήμος Dimitrograd, όπως υπογράφηκε και στη συνημμένη λίστα συμμετεχόντων.

Η συνάντηση άνοιξε από τον Δήμαρχο του Δήμου Ωραιόκαστρου κ. Αστέριο Γαβότση, ο οποίος καλωσόρισε όλους τους εταίρους του Έργου και εξέφρασε το έντονο ενδιαφέρον του για τη βελτίωση της ποιότητας του πόσιμου νερού στη διασυνοριακή περιοχή, κάτι που ταυτίζεται με την βασική ιδέα του έργου AQUA-LITY. Παρουσίασε επίσης τις γενικές κατευθύνσεις του έργου, τονίζοντας τη μεγάλη σημασία των δράσεων του έργου και ανέφερε ότι το έργο θα συμβάλει στη βελτίωση του συστήματος πόσιμου νερού της Ανθούπολης, μιας περιοχής που υποφέρει λόγω έλλειψης ασφαλούς και καθαρού πόσιμου νερού.

1. Επισκόπηση του έργου

Ο συντονιστής της συνάντησης κ. Μεντζίνης Δημήτριος, πήρε τον λόγο, ευχαριστώντας τον δήμαρχο για την ευπρόσδεκτη ομιλία του και καλωσόρισε τους συμμετέχοντες. Η ημερήσια διάταξη για την εναρκτήρια συνάντηση ακολουθήθηκε ως εξής:

MEETING AGENDA	
11:00 - 11:30	Arrival and registration of the participants
11:30 - 11:45	Welcome speech <i>Asterios Gavotsis – Mayor of Municipality of Oraioikastro (LB)</i>
11:45 - 12:00	General Overview of the project ‘AQUA-LITY’ <i>Isaak Xanthopoulos - Representative of Municipality of Oraioikastro (LB)</i>
12:00 - 12:15	Presentation of LB’s action plan <i>Sarantis Tipou - Representative of Municipality of Oraioikastro (LB)</i>
12:15 - 12:30	Presentation of PB2’s action plan <i>Hristo Dimitrov - Technical Consultant of PB2 (PB2)</i>
12:30 - 13:00	Coffee Break
13:00 - 13:15	Management Procedures <i>Technical Consultant of LB(LB)</i>
13:15 - 13:30	Definition of the Project Management Team <i>All partners</i>
13:30 - 13:45	Discussion on ‘AQUA-LITY’ requests for modifications, Summary of the tasks for the upcoming period – Final conclusions <i>All partners</i>
14:00	Lunch

Στη συνέχεια, έδωσε το λόγο στον κ. Σαράντη Τύπου, ο οποίος ως εκπρόσωπος του Δήμου Ωραιοκάστρου παρουσίασε την Γενική Επισκόπηση του Έργου, τον Σκοπό και τους Στόχους του Έργου, τα Αποτελέσματα και τις εκροές του έργου καθώς και τη γενική διάρθρωση του έργου ανά Πακέτο Εργασίας και Δράσης.

1. Παρουσίαση του Σχεδίου Δράσης των εταίρων του έργου AQUA-LITY

Ο κ. Ισαάκ Ξανθόπουλος, εξ ονόματος του επικεφαλής εταίρου, παρουσίασε το Σχέδιο Δράσης του LB1 στο πλαίσιο του έργου «AQUALITY». Στη συνέχεια, ο κ. Σαράντης Τύπου ξεκίνησε τη συζήτηση για να θέσει ορισμένα θέματα και ζητήματα σχετικά με την υλοποίηση του έργου τους επόμενους μήνες. Οι εκπρόσωποι του εταίρου 2 ζήτησαν να τους αποσταλούν όλες οι παρουσιάσεις, η λίστα

συμμετεχόντων, τα πρακτικά και οι φωτογραφίες της πρώτης συνάντησης των εταιρών.

Η επόμενη παρουσίαση έγινε από εκπρόσωπο του Βούλγαρου εταιρού (PB2) και αφορούσε στο Σχέδιο Δράσης του PB2 στο πλαίσιο του έργου «AQUA-LITY».

3. Διαδικασίες Διαχείρισης

Ο κ. Μεντζίνης, έδωσε το λόγο στην κα Στεφανίδου Σοφία, εκπρόσωπο του Τεχνικού Συμβούλου του Επικεφαλής Εταιρού, ο οποίος, εξ ονόματος του Δήμου Ωραιοκάστρου, παρουσίασε τις Διαχειριστικές Διαδικασίες. Αναφέρθηκε ειδικά στην επιλεξιμότητα των δαπανών, τις διαδικασίες αναφοράς, τις εκθέσεις προόδου, τις διαδικασίες ελέγχου πρώτου επιπέδου, τις αιτήσεις πληρωμών, τις ταμειακές ροές και τις διαδικασίες τροποποίησης του προϋπολογισμού.

3. Ορισμός της Ομάδας Διαχείρισης του Έργου (Project Management Team)

Συμφωνήθηκε μεταξύ των εταιρών ότι η ομάδα διαχείρισης του έργου θα αποτελείται από έναν υπεύθυνο έργου και έναν ειδικό σε τεχνικά ζητήματα, ο οποίος θα εκπροσωπεί κάθε δικαιούχο του έργου. Επιπλέον, θα διοριστεί ένας Συντονιστής Έργου από τον PB1, ο οποίος θα είναι υπεύθυνος για τη γενική διαχείριση και τον συντονισμό της ομάδας διαχείρισης του έργου (PMT).

Το PMT θα είναι το βασικό όργανο της διαχειριστικής δομής και θα είναι υπεύθυνο για τη διασφάλιση της υλοποίησης των αποτελεσμάτων του έργου και της επίτευξης των αποτελεσμάτων του έργου. παρακολούθηση της προόδου, της ποιότητας, των χρονοδιαγραμμάτων και των κινδύνων του έργου, καθορισμός ορόσημων, αποφασίζοντας για διορθωτικές ενέργειες.

Η διαχείριση της υλοποίησης του έργου θα διευκολυνθεί από τη λειτουργία μιας ομάδας τεχνικών εμπειρογνώμωνων (TEG) που θα παρέχει επιστημονική καθοδήγηση και θα υποστηρίζει τους συνεργάτες με τεχνικές λύσεις, συμβουλές και επίλυση προβλημάτων κατά την εφαρμογή. Οι τεχνικοί εμπειρογνώμονες κάθε δικαιούχου θα συμμετάσχουν στο TEG.

Συμφωνήθηκε επίσης ότι η Ομάδα Διαχείρισης Έργου, η οποία θα είναι υπεύθυνη για την παρακολούθηση της υλοποίησης του έργου, θα συνεδριάζει σε 6 μήνες. Η Κοινή Γραμματεία / Διαχειριστική Αρχή μπορεί επίσης να κληθεί να παρευρεθεί στις συνεδριάσεις.

Ο κ. Μεντζίνης, ως συντονιστής της συνάντησης έδωσε την ευκαιρία για περαιτέρω ερωτήσεις και απαντήσεις και για μια ανοικτή συζήτηση μεταξύ εταίρων. Μετά την ολοκλήρωση της συνάντησης πραγματοποιήθηκε γεύμα.

Συνημμένα:

1. Πρόσκληση & Ατζέντα
2. Παρουσιάσεις
3. Φωτογραφικό Υλικό
4. Λίστα συμμετεχόντων
5. Υλικό συνάντησης

AQUA-LITY: Application of innovative techniques for improving drinking water quality in urban areas

**Municipality of Oraioikastro,
Oraioikastro, Thessaloniki, Greece**

**MINUTES OF KICK-OFF MEETING
Thursday, 11 October 2018**

On Thursday, 11/10/2018, the kick-off meeting of AQUA-LITY Project took place in the premises of Municipality of Oraioikastro in which with Participants, representatives from 2 Project Beneficiaries took part, namely the Municipality of Oraioikastro and Municipality of Dimitrovgrad, as signed in the attached participants' list.

The meeting opened the Mayor of Municipality of Oraioikastro, Mr. Asterios Gavotsis, who welcomed all Project Partners and expressed his sound interest for the improvement of quality of drinking water at cross border region, the key concept of the project AQUA-LITY. He also presented the general guidelines of the project, emphasizing the high importance of project's action and he mentioned that the project will contribute to the improvement of Anthoupolis' s drinking water system, a region that suffers due to lack of safe and clearly quantity of drinking water.

1. Project Overview

Moderator of the meeting Mr. Mentzinis Dimitrios, took the floor, thanking the Mayor for his welcome speech and also welcomed the participants. The agenda for the kick off meeting was adopted:

MEETING AGENDA	
11:00 - 11:30	Arrival and registration of the participants
11:30 - 11:45	Welcome speech <i>Asterios Gavotsis – Mayor of Municipality of Oraioikastro (LB)</i>
11:45 - 12:00	General Overview of the project ‘AQUA-LITY’ <i>Isaak Xanthopoulos - Representative of Municipality of Oraioikastro (LB)</i>
12:00 - 12:15	Presentation of LB’s action plan <i>Sarantis Tipou - Representative of Municipality of Oraioikastro (LB)</i>
12:15 - 12:30	Presentation of PB2’s action plan <i>Hristo Dimitrov - Technical Consultant of PB2 (PB2)</i>
12:30 - 13:00	Coffee Break
13:00 - 13:15	Management Procedures <i>Technical Consultant of LB(LB)</i>
13:15 - 13:30	Definition of the Project Management Team <i>All partners</i>
13:30 - 13:45	Discussion on ‘AQUA-LITY’ requests for modifications, Summary of the tasks for the upcoming period – Final conclusions <i>All partners</i>
14:00	Lunch

Then, he gave the floor to Mr Sarantis Tipou, who as representative of the Municipality of Oraioikastro, presented the General Project Overview, Project Objectives and Goals, Project Results and Outputs as well as a general structure of the project, per Work Package and Action.

2. Presentation of AQUA-LITY Beneficiaries’ Action Plan

Mr Isaak Xanthopoulos, on behalf of the LB, presented the Action Plan of Lead Beneficiary in the framework of the project “AQUALITY”. Then, Mr. Sarantis Tipou opened the discussion to all PBs for raising certain issues and concerns regarding the project implementation within the next months. Partners asked for all presentations, participants lists, minutes and photos to be sent to them as follow-up of the meeting.

The next presentation was the Bulgarian Beneficiary (PB2), and was concerned PB2's Action Plan.

3. Management Procedures

Dr. Mentzinis, gave the floor to Ms. Stefanidou Sophia, representative of LB's Technical Consultant, who on behalf of the Municipality of Oraioikastro presented the Management Procedures. She specifically referred to the Eligibility of Expenditures, Reporting Procedures, Progress Reports, First Level Control Procedures, Payment Claims, cash flows, budget modification issues and procedures.

4. Definition of Project Management Team

It was agreed between the partners that the Management Team of the project will be composed by one Project Manager and one Technical Manager, who will represent each Project Beneficiary. Moreover, will be appointed one Project Coordinator by PB1, who will be responsible for the general management and coordination of the Project Management Team (PMT).

The PMT will be the key body within the management structure and will be responsible for ensuring the delivery of the project outputs and the attainment of project outcomes; monitoring the project's progress, quality, timelines and risks; setting milestones; deciding upon corrective actions.

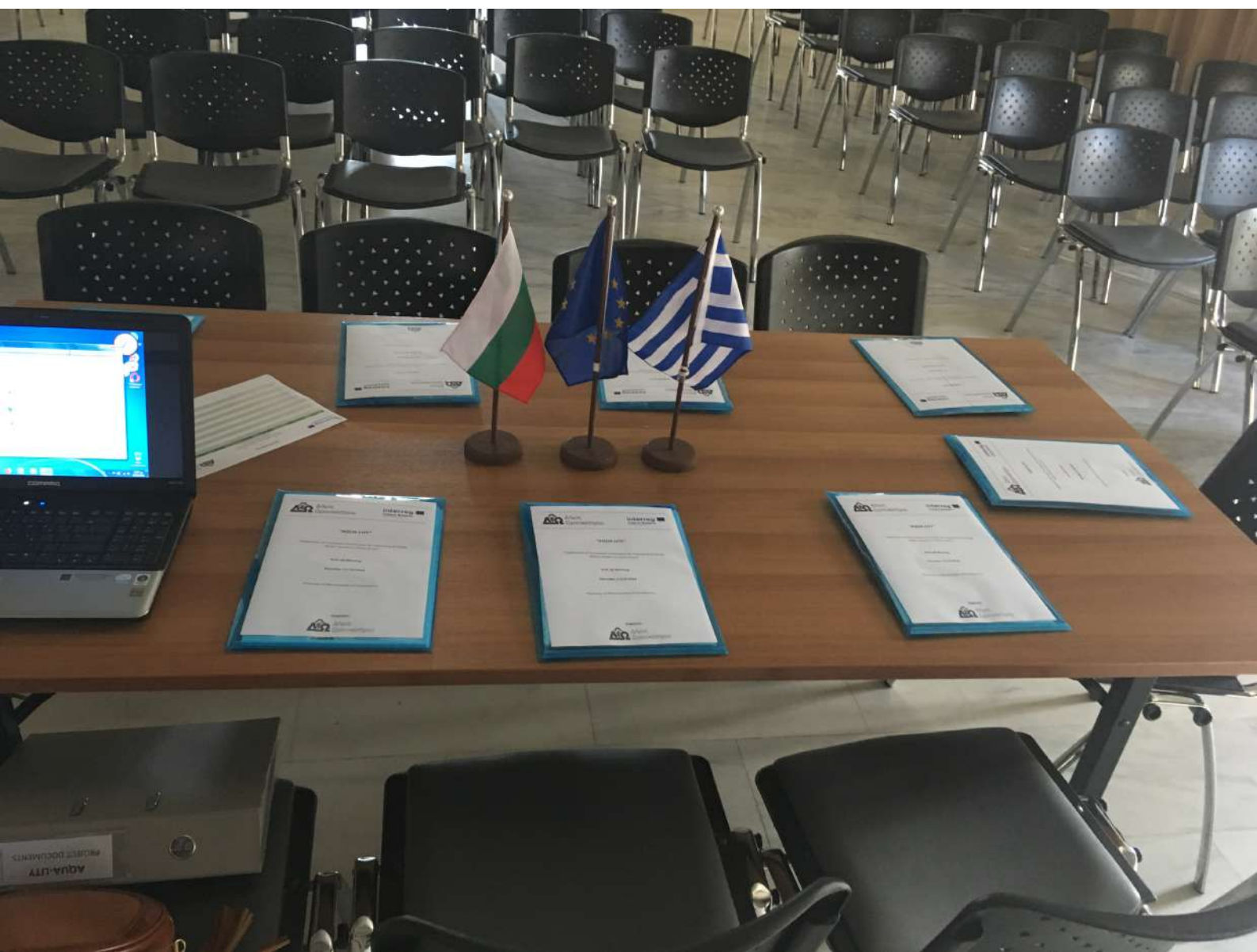
The management of the project's implementation will be facilitated by the function of a Technical Expert Group (TEG) that will provide scientific guidance and support the partners with technical solutions, advice and problem solving during implementation. The technical experts of each beneficiary will participate in the TEG.

It was also agreed that the Project Management Team, which will be responsible for monitoring the implementation of the project shall meet on 6 month basis. The JTS/MA can also be invited to attend the meetings.

Mr. Mentzinis asked for a further round of Questions and Answers and an open discussion between partners and after the completion of the meeting all partners had a lunch.

Attachments:

1. Invitation & agenda
2. PBs presentations
3. Photos of the Meeting
4. Participants List
5. Project's Material



"AQUA-LITY"

"Application of Innovative Techniques for Improving
Water Quality in Urban Areas"

Kick off Meeting

Thursday 11/10/2018

Premises of Municipality of C

Organizer:

"AQUA-LITY"

"Application of Innovative Techniques for Improving Drinking
Water Quality in Urban Areas"

Kick off Meeting

Thursday 11/10/2018

Premises of Municipality of Oraïokastro

Organizer:

Date: Thursday, 11/10/2018
Venue: Premises of Municipality of Oraïokastro
(Korinthion 76, Thessaloniki Oraïokastro, P.C. 57013)

Kick-off Meeting

11:00 - 11:30

11:30 - 11:45

11:45 - 12:00

12:00 - 12:15

12:15 - 12:30

12:30 - 13:00

13:00 - 13:15

13:15 - 13:30

13:30 - 13:45

14:00

MEETING AGENDA

Arrival and registration of the participants

Welcome speech
Athina Giontis - Mayor of Municipality of Oraïokastro (LB)

General Overview of the project "AQUA-LITY"
Iliad Xanthopoulos - Representative of Municipality of Oraïokastro (LB)

Presentation of LB's action plan
Hristo Dimitrov - Technical Coordinator of P2P (PB2)

Coffee Break

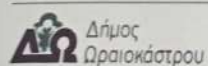
Management Procedures
Technical Coordinator of P2P (PB2)

Definition of the Project Management Team
All partners

Discussion on "AQUA-LITY" requests for modifications, Summary of the tasks for
the upcoming period - Final conclusions

Lunch

All partners



"AQUA-LITY"

"Application of Innovative Techniques for Improving Drinking Water Quality in Urban Areas"

Kick off Meeting

Thursday 11/10/2018

Premises of Municipality of Oraiokastro



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"AQUA-LITY"

"Application of Innovative Techniques for Improving Drinking Water Quality in Urban Areas"

Kick off Meeting

Thursday 11/10/2018

Premises of Municipality of Oraiokastro



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Greece-Bulgaria



AQUA-LITY: Application of innovative techniques for improving drinking water quality in urban areas

Date: Thursday, 11/10/2018
Venue: Premises of Municipality of Oraiokastro
(Karamanliou St., Thessaloniki, Greece, P.O. Box 51012)

Kick-off Meeting

MEETING AGENDA	
11:00 - 11:30	Arrival and registration of the participants
11:30 - 11:45	Welcome speech by the Mayor of Municipality of Oraiokastro (GR)
11:45 - 12:00	General Overview of the project "AQUA-LITY"
12:00 - 12:15	Introduction of the project "AQUA-LITY"
12:15 - 12:30	Presentation of the project "AQUA-LITY"
12:30 - 12:45	Presentation of the project "AQUA-LITY"
12:45 - 13:00	Discussion of the project "AQUA-LITY"
13:00 - 13:15	Discussion of the project "AQUA-LITY"
13:15 - 13:30	Discussion of the project "AQUA-LITY"
13:30 - 13:45	Discussion of the project "AQUA-LITY"
13:45 - 14:00	Discussion of the project "AQUA-LITY"
14:00 - 14:15	Discussion of the project "AQUA-LITY"
14:15 - 14:30	Discussion of the project "AQUA-LITY"
14:30 - 14:45	Discussion of the project "AQUA-LITY"
14:45 - 15:00	Discussion of the project "AQUA-LITY"
15:00 - 15:15	Discussion of the project "AQUA-LITY"
15:15 - 15:30	Discussion of the project "AQUA-LITY"
15:30 - 15:45	Discussion of the project "AQUA-LITY"
15:45 - 16:00	Discussion of the project "AQUA-LITY"
16:00 - 16:15	Discussion of the project "AQUA-LITY"
16:15 - 16:30	Discussion of the project "AQUA-LITY"
16:30 - 16:45	Discussion of the project "AQUA-LITY"
16:45 - 17:00	Discussion of the project "AQUA-LITY"
17:00 - 17:15	Discussion of the project "AQUA-LITY"
17:15 - 17:30	Discussion of the project "AQUA-LITY"
17:30 - 17:45	Discussion of the project "AQUA-LITY"
17:45 - 18:00	Discussion of the project "AQUA-LITY"
18:00 - 18:15	Discussion of the project "AQUA-LITY"
18:15 - 18:30	Discussion of the project "AQUA-LITY"
18:30 - 18:45	Discussion of the project "AQUA-LITY"
18:45 - 19:00	Discussion of the project "AQUA-LITY"
19:00 - 19:15	Discussion of the project "AQUA-LITY"
19:15 - 19:30	Discussion of the project "AQUA-LITY"
19:30 - 19:45	Discussion of the project "AQUA-LITY"
19:45 - 20:00	Discussion of the project "AQUA-LITY"
20:00 - 20:15	Discussion of the project "AQUA-LITY"
20:15 - 20:30	Discussion of the project "AQUA-LITY"
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21:45 - 22:00	Discussion of the project "AQUA-LITY"
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22:45 - 23:00	Discussion of the project "AQUA-LITY"
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23:15 - 23:30	Discussion of the project "AQUA-LITY"
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23:45 - 24:00	Discussion of the project "AQUA-LITY"
24:00 - 24:15	Discussion of the project "AQUA-LITY"
24:15 - 24:30	Discussion of the project "AQUA-LITY"
24:30 - 24:45	Discussion of the project "AQUA-LITY"
24:45 - 25:00	Discussion of the project "AQUA-LITY"
25:00 - 25:15	Discussion of the project "AQUA-LITY"
25:15 - 25:30	Discussion of the project "AQUA-LITY"
25:30 - 25:45	Discussion of the project "AQUA-LITY"
25:45 - 26:00	Discussion of the project "AQUA-LITY"
26:00 - 26:15	Discussion of the project "AQUA-LITY"
26:15 - 26:30	Discussion of the project "AQUA-LITY"
26:30 - 26:45	Discussion of the project "AQUA-LITY"
26:45 - 27:00	Discussion of the project "AQUA-LITY"
27:00 - 27:15	Discussion of the project "AQUA-LITY"
27:15 - 27:30	Discussion of the project "AQUA-LITY"
27:30 - 27:45	Discussion of the project "AQUA-LITY"
27:45 - 28:00	Discussion of the project "AQUA-LITY"
28:00 - 28:15	Discussion of the project "AQUA-LITY"
28:15 - 28:30	Discussion of the project "AQUA-LITY"
28:30 - 28:45	Discussion of the project "AQUA-LITY"
28:45 - 29:00	Discussion of the project "AQUA-LITY"
29:00 - 29:15	Discussion of the project "AQUA-LITY"
29:15 - 29:30	Discussion of the project "AQUA-LITY"
29:30 - 29:45	Discussion of the project "AQUA-LITY"
29:45 - 30:00	Discussion of the project "AQUA-LITY"

























































