

Minutes on the preventive monitoring at the University of Sarajevo

Project title	Development of master curricula for natural disasters risk management in Western Balkan countries
Project acronym	NatRisk
Project reference number	573806-EPP-1-2016-1-RS-EPPKA2-CBHE-JP
Coordinator	University of Nis
Project start date	October 15, 2016
Project duration	36 months

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1. Summary

This document reports the third preventive monitoring held at the University of Sarajevo on the 15th September 2017. The aim of this meeting was how to improve the future realization of project activities.

2. List of Attendees

The list of attendees is presented below.

No.	Name	Institution acronym
1	Nena Marković	NEO
2	Suad Muhibić	NEO
3	Aleksandra Nikolić	UNSA
4	Emina Hadžić	P6 – UNSA
5	Ammar Šarić	P6 – UNSA
6	Hata Milišić	P6 – UNSA
7	Dženana Bijedić	P6 – UNSA
8	Naida Ademović	P6 – UNSA
9	Mirza Mehaković	UNSA
10	Alina Trkulja	CIS
11	Radoslav Ivaniš	UNIBL

3. Agenda – National Erasmus+ Office preventive monitoring visit

Friday, 15th September 2017		
Faculty of Civil Engineering, University of Sarajevo		
12:15-12:30	Participant registration	
1 st Session		
12:30-12:45	Opening of the meeting and introductory speeches	Emina Hadžić, UNSA Suad Muhibić, NEO
12:45-13:00	Short report of the Project Participants (aims of the project)	Emina Hadžić, UNSA
13:00-13:10	Presentation of UNSA project team	Emina Hadžić, UNSA
13:10-13:20	Presentation of UNIBL project team	Radoslav Ivaniš, UNIBL
13:20-13:30	Presentation of UNSA planned and realised activities	Emina Hadžić, UNSA Ammar Šarić, UNSA
13:30-13:40	Presentation of UNIBL planned and realised activities	Radoslav Ivaniš, UNIBL
13:40-13:55	Coffee break	
2 nd Session		
13:55-14:25	Project documentation monitoring	Nena Marković, NEO Suad Muhibić, NEO
14:25-14:55	Finances of the project	Nena Marković, NEO Suad Muhibić, NEO
14:55-15:25	Questions and answers, discussion	Nena Marković, NEO Suad Muhibić, NEO
15:25-15:30	Conclusions and recommendations	

National Erasmus+ Office representatives, Nena Marković and Suad Muhibić, visited the University of Sarajevo for a preventive monitoring visit on September 15, 2017 in order to have a better overview of the NatRisk project realization, its objectives, achieved results and to become better acquainted with the partner institutions involved. Also, the purpose of the visit was to learn about the activities realized so far, as well as to observe if the project has encountered any problems in operational or financial implementation that can be discussed and solved.

Emina Hadžić, from UNSA, and Radoslav Ivaniš, from UNIBL, presented the NatRisk project, its overall and specific objectives as well as recent and some of the next activities. The NEO representatives asked some questions in order to clarify the final results of some activities. Radoslav Ivaniš explained legal problems at his institution at the beginning of the project, and how they solved that.

The NEO representatives suggested what to keep in mind during the tendering procedures and procurement of equipment.

The meeting ended at 15:30.

4. Conclusions

The meeting was concluded with positive impressions and it was everyone's opinion that it was very beneficial and that detailed and precise instructions were given for the forthcoming activities.

The presentations and material from the meeting will be available at the NatRisk website.

In Sarajevo, 15 September 2017

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