



"RESPONSE" project Steering Committee Meeting – Draft Agenda 28 - 30 January 2015, Ljubljana (working days 29th and 30th January)			
DOCUMENT TYPE :	Agenda	ISSUE DATE	11/01/2015

1. Acceptance of Agenda

2. Practical issues (Sonja)

(Introduction of SC members and invited participants, coffee breaks, lunch time, closing of meeting etc..)

3. Project management general, practical issues and requirements

(Sonja Klemenc, Melita Godeša, Lili Šipeč)

3.1 Overview of some general documents and requirements of the EU Commission



management_guide_
2013_ag_en_appr.pdf



use-emblem_en.pdf



progress_report_201
3_ag_en-template.doc



narrative_report_201
3_ag_en (1).doc



narrative_report_indic
ators_2011-2013_ag_

3.2 Project finances and communications with EU commission

3.2.1 Project budget



Annex

3_Budget_6413_final (

3.2.2 Costs reimbursement pre-payment

3.2.3 Communications with EU commission

3.2.4 Discussion - open points

4. Strategic guidance and latest news on NPS (Ana Gallegos– attendance not yet confirmed)



5. Project tasks - action list, timeline frames, planned deliverables



Annex 1 - Project
Description and Impler

Project description and implementation:



ActionList-RESPONSE
_14-01-15.xlsx

Action list (xls format):

5.1 New psychoactive substances – starting points (all)

- to define first lists of reference materials (and vendors) and internet NPS (net-NPS links, web pages) for purchasing
- how to follow appearance new substances
- chemical characterisations
- data exchange procedures

5.1.1 Databases

5.1.2 FTIR database development (Tamas)

- current situation and plans
- data validation and criteria for spectra implementation

5.1.3 MS database

- current situation and plans (Mogens, Tomislav)
- data validation and criteria for spectra implementation

5.2 Profiling

5.2.1 Workshop assisted learning (June, 2015, Ljubljana) - (Laurence, Sonja)

- planned activities



- 5.2.2 Profiling methodology development in NFL – expert exchange SI, FR (will be discussed between Laurence and Sonja, only)

6. Steering and dissemination activities

- 6.1 Planning of the next SC meeting combined with dissemination of results/ achievements (ENFSI – DWG meeting, May 2015)
- 6.2 Publishing of FTIR and GC-MS libraries at ENFSI-DWG web pages (and/or open sources ?)
- 6.3 Communications and networking with other stakeholders/ projects

7. Other matters

8. Closing of the meeting