

MEFISTO

Mediterranean Forest Fire Fighting Standardisation

2016 call for prevention and preparedness projects in the field of civil protection and marine pollution

Directorate General Humanitarian aid and civil protection - DG ECHO

Type	Agenda
Meeting	MEFISTO 2nd Meeting
Place	Sintra, Portugal
Date	November 9-10 th , 2017

Partners:



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DEGLI STUDI
FIRENZE



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1. Venue



TRANSFER TO VENUE PROVIDED by ENB

November 8th – From the airport to the Hotel

November 9th – Hotel to School and return

November 10th – Hotel to School and to the airport or Hotel

2. Meeting goals

The meeting will focus on the following issues:

- Overview of the project implementation;
- Deliverable of Task B;
- Deliverable of Task C;
- Deliverable Task D;
- Deliverable of Task E;
- Future activities (All tasks).

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3. Agenda

Being a technical meeting, an active participation is expected. Each Partner have to prepare a presentation when requested (Partner's name is reported in each topic to be discussed). Moreover, each Partner responsible of an action/deliverable have to show how it intends to manage the related activities.

- **November 9th, Day 1**

Technical morning session

09:00	Welcome from ENB (ENB)
09:15	Overview of the project implementation (UNIFI)
	<i>Milestones, tasks, actions and deliverables. Feedback on the first third of project by the Coordinator. Good points and aspects to be improved.</i>
09:45	Deliverable of Task B
	<i>Deliverable B.2 – Working on the final draft. Update on available injuries databases - UNIFI</i>
10:45	Deliverable of Task C
	<i>Glossary: discussion on translation – Overview by UNIFI</i>
11:00	Coffee break
11:15	<i>Problems in Italian translation: multiple meanings, missing terms, redundant terms, etc. - RT - UNIFI</i>
11:40	<i>Problems in Portuguese translation: multiple meanings, missing terms, redundant terms, etc. - ENB</i>
12:05	<i>Problems in French translation: multiple meanings, missing terms, redundant terms, etc. - ENTENTE</i>
12:30	<i>Problems in Spanish translation: multiple meanings, missing terms, redundant terms, etc. – CESEFOR</i>

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Presentations by each Partner will be the starting point for solving problems. An intense discussion during each presentation is expected to solve the majority of problems related with glossary translation.

13:00 **Lunch**

Technical afternoon session

14:30 **Deliverable of Task C**

Decision about the next MEFISTO meeting, which will be held in León - CESEFOR

14:40

D_C.3 European procedures for forest fire fighting – ENB shows how to reach the deliverable starting from results showed in D_B.2. Internal deadlines will be fixed in order to better manage the work to obtain the final document.

15:10

Deliverable of Task D

D_D.2 - Definition of rights and duties between Countries aimed at efficient cross-border collaboration – ENTENTE (CESEFOR?) shows information collected in the questionnaire compiled by each Partner, clarifying what is expected from each Partner in order to finalize the deliverable on time (deadline January 15th, 2018)*

**In the GANTT CESEFOR is the responsible of this task. But ENTENTE have prepared the questionnaire. This aspect should be clarified during the meeting.*

15:45

Coffee break

16:15

Deliverable of Task D

D_D.1 - EUFOFISC foundation. RT shows the final document, eventual final changes can be made. ALL Partners sign the document (each Partner must have a delegate person for signing the document during the meeting).

17:30

End of day 1 - Transfer to Hotel

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- **November 10th, Day 2**

Technical morning session

09:00	Deliverable of Task E
	<p><i>D_E.1 - Common and shared list of training programs - ENB shows information sent by each Partner and also contained in D_B.2 draft, clarifying what is expected from each Partner in order to finalize the deliverable on time (deadline January 15th, 2018). DISCUSSION between ALL Partners in order to find</i></p> <ul style="list-style-type: none"> - <i>Correspondence among the training courses at present carried out in each country</i> - <i>For the common training courses, defining the minimum requirements in terms of knowledge, capacity and ability acquired</i> - <i>IDENTIFICATION of the figure of European Forest Fire Fighter (FoFO) mainly addressed to develop a figure able to operate as liaisons officer and incident commander on big fire</i>
10:00	<p><i>D_E.2 – Standardised scoresheet for the evaluation (theoretical and practical) and the awarding of the European Forest Fire Operator (FoFO) after training course. FoFO figure is defined in this report considering all the skills and competences needed to become FoFO. ENTENTE is the responsible of this task, and it moderates discussion on this topic, resuming results in the final document to be delivered on April 15th, 2018. Final result have to include both FoFO's training program and scoresheet.</i></p>
10:30	<i>First discussion on the training course organization - ENTENTE</i>
10:45	Coffee break
11:00	Task F
	<i>CESEFOR shows the activity related with dissemination. Roll-up and posters are distributed between Partners. Future perspectives.</i>
11:20	Future activities

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	<p><i>First discussion about practical meeting, simulation of cross-border collaboration – Italy end of 2018</i></p> <p><i>Resume of the internal and official deadlines considering the results of discussion for each activity to be carried out. Any other business. UNIFI coordinates the final discussion focusing on priorities and future constraints.</i></p>
13:00	Lunch

For any doubt, problem or question please do not hesitate to contact the Organizers:

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