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HIGHER EDUCATION CAPACITY BUILDING

Erasmus+ Project

**Crisis and Risks Engineering for Transport Services
(CRENG)**

Minutes of the teleconference with Turkmen Partner Universities

January 22, 2020.



On January 22, 2020 (15.00) online meeting (teleconference) of representatives of CRENG Project Management Board, local coordinators and participants from Turkmen Universities took place. The meeting was attended by:

Members of Project Management Board:

1. Prof. Marianna Jacyna (Warsaw University of Technology)
2. Dr. Konrad Lewczuk (Warsaw University of Technology)
3. Dr. Arnold Sterenharz (EXOLAUNCH GmbH)
4. Dr. Iuliia Bulgakova (State University of Infrastructure and Technologies)
5. Dr. Elena Eyngorn (Technical University of Berlin)
6. Dr. Kateryna Polupanova (Priazovskyi State Technical University)

Representatives of Turkmen Partner Universities:

1. Dr. Maral Meredova (International University for Humanities and Development)
2. Yolly Myradov (Turkmen State Architecture and Construction Institute)
3. Atageldi Garajayev (Turkmen State Architecture and Construction Institute)
4. Dr. Valiyeva Sapargul (Institute of Telecommunications and Information Technologies of Turkmenistan)

Representative of Polytechnic University of Hauts-de-France, Prof. Jimmy Lauber.

The main goals of the meeting included discussion on:

- comments from Project Officer to CRENG project included in the feedback from AZ and TM NEOs monitoring visits (~~mailed to Konrad Lewczuk on January 20, 2020~~),
- decisions of PMB (teleconference Jan 22, 2020, 11.00),
- current issues related to project management.

The following resolutions were agreed through discussion:

1. The feedback from Project Officer has been sent to local coordinators and partners of CRENG project. Local coordinators of Turkmen Universities are aware of its content.
2. All Turkmen Universities are obliged to prepare official letters to the Ministry of Education of Turkmenistan with request to open new MA program in line with CRENG project work plan.
3. If opening new CRENG MA programs will be not possible or limited, or subjected to additional conditions not arising from the CRENG proposal, local coordinators are obliged to prepare detailed information on that and send it to project coordinator immediately. Information must be formally confirmed by Rector or Vice-Rector of the University. Information must confirm ability, resources and will to accredit new MA program in partner universities when Mandates were prepared – before the proposal was submitted. It must contain proposed solutions to the situation and confirmation of will to fully implement new programs after 2022. The official decision of the Ministry of Education of Turkmenistan (also translated to English) should be attached to the letter.
4. Project coordinator will prepare information to the Ministry of Education with a request for support in implementing new MA programs in Turkmenistan.
5. EUR bank accounts of local coordinators must be fully operational, confirmed by university authorities, reported to the coordinator and used for money transfer. Cash transfers are no longer an option in any case. Local coordinators must recognize the



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possibility of using institutional accounts instead of their own for settlements in the project and inform the coordinator about the situation.

6. No money transfer will be made (including staff costs and equipment purchase) until actions stated in points 1 to 5 are accomplished.
7. All planned monitoring actions and visits of EACEA or NEO in Turkmenistan related to CRENG project must be reported to the coordinator immediately. Feedbacks from visits must be prepared and forwarded to the coordinator if representatives of PMB are not present – in other way it is out of the procedure and is against the good of the project.
8. All partners are aware that if penalties are charged it will touch all participants.
9. Any promotional materials that are to be founded in the project must be prepared in accordance with guidelines and with the approval of the coordinator. Otherwise, the costs will not be eligible.

Coordinator:
Project Manager:

Prof. Marianna Jacyna
Dr. Konrad Lewczuk