



**ECONOMIC CRIME AND COOPERATION DIVISION'S ANNUAL MEETING
Information and Induction Meeting**

Salle D1-D Building, Strasbourg 28-30 November 2018

Wednesday, 28 November 2018		Link to Documents PP's available
09:00-12:30	Bilateral meetings <ul style="list-style-type: none"> • Security: Badges • HRD: Pensions /Medical Insurance/Social Welfare • Medical check-up/vaccination • Bank • ODGP: HR Correspondent/country advisers/Finance • DG I- Directorate/Department/Division (content and senior management) • Other 	<i>Please take appointments prior to arrival with services concerned</i>
12:30-14:00	Lunch	
14:00-14:20	Welcome Mr Ivan KOEDJIKOV, Head of Action against Crime Department – DG I	
14:20-14:50	Introduction to the Division and its objectives Ms Ardita ABDIU, Head of Economic Crime and Cooperation Division – DG I	
14:50-15:30	DG I on line communication and visibility- web and social media Ms Simona GHITA, DG I Digital Communications Coordinator	
15:30-15:45	Coffee break + Family Photo	
15:45-16:30	Developing a Programme – Igor NEBYVAEV, Head of Unit	
16:30–17:15	Implementing Programme – Mr Mustafa FERATI, Head of Unit	
17:15-18:00	Unit I - Meeting – Mr Mustafa FERATI, Head of Unit Review of Tasks and Orientation Session (Agora B4.06C)	
	Unit II - Meeting – Mr Igor NEBYVAEV, Head of Unit Review of Tasks and Orientation Session (Agora B5.04C)	
19:30	Group Dinner at La Marseillaise	<i>13 Place Broglie</i>

Thursday, 29 November 2018		Link to Documents PP's available
09:30-10:45	Project Deliverables Ms Ardita ABDIU, Head of Division	
10:45-11:00	Coffee break	
11:00-12:30	CoE's Internal Oversight: Evaluation Division - CoE's Evaluation on support in the fight against corruption Ms Aygen BECQUART, Head of Evaluation Division, DIO Ms Rica TERBEC, Evaluator, Evaluation Division, DIO	
12:30-14:00	Lunch Break	
14:00-15:00	Directorate of Legal Advice and Public International Law (DLAPIL): Contracting - granting and procurement Mr Jorg NOBBE, Head of Legal Advice Division a.i., DLAPIL Mr Kevin BROWN, Support to co-operation projects, DLAPIL	
15:00-16:30 <i>Coffee break</i>	Directorate General of Administration, Procurement Department : E-procurement Mr Laurent DEVIGNE, Head of Support Unit Mr Davidsen IYAN, Project Manager	
17:00-18:00	Unit I - Meeting – Mr Mustafa FERATI, Head of Unit Review of Tasks and Orientation Session (Agora B4.06C)	
	Unit II - Meeting – Mr Igor NEBYVAEV, Head of Unit Review of Tasks and Orientation Session (Agora B5.04C)	
Friday, 30 November 2018		
09:30-10:30	Office of Directorate general of Programmes -Project Management Methodology (PMM)- latest developments Mr Fredric HOLM, Head of the Central Division, ODGP Mr Malcolm COX, PMM Database Coordinator, ODGP	
10:30-10:45	Coffee break	
11:00-12:30	Directorate of Communication: Web & Audio-visual com. Mr Alun DRAKE, Head of Web Section, DC	
12:30-13:00	Concluding Remarks	
13:00-14:30	Lunch Break	
14:30-17:30	Bilateral meetings	<i>Please take appointments prior to arrival with services concerned</i>