

# THE EUROPEAN FOOD PASSPORT PROJECT

Planning Meeting 21<sup>st</sup> November 2009

## Agenda

1. Apologies
2. Explanation of Project (end product)
3. Role of the National Agency (reporting and funding)
4. Distribution of Quality Assurance Management (QAM) handbook
  - Mobilities (Please bring your school holiday lists to meeting)
  - Distribution of tasks
  - End product (s)
  - Evaluations/documentation
  - Mid term reporting
  - Communication
  - A European Day
5. Any Other Business (AOB)