

# THE EUROPEAN FOOD PASSPORT PROJECT

**Planning Meeting 23.01.10**  
**Venue: Cluj Napoca, Romania**

## Agenda

1. Apologies
2. Clarification of Project – production of booklets
3. Quality Assurance Management (QAM) handbook
  - Revision of dates for circulation of project work (activity calendar to be circulated at meeting)
  - Evaluations/documentation (review of project development in individual partner schools)
  - Distribution of tasks:
    - AS/AH Quality Assurance
    - CS End Product
    - KD Development of E twinning forum
    - All co-ordinators responsible for delivery and review of Comenius project in their own schools
  - Mobilities
    - Turkey 10<sup>th</sup> – 14<sup>th</sup> March 2010
    - U.K 10<sup>th</sup> – 13<sup>th</sup> June 2010
    - Mobilities 2010/11
4. Any Other Business (AOB)