

**ERFP *Ad hoc* action: Development of the ERFP Communication tools**  
**Ljubljana, Slovenia**  
**14<sup>th</sup> – 15<sup>th</sup> March, 2017**

M Hotel Ljubljana, Derčeva ulica 4, 1001 Ljubljana

Meeting room: M Hotel Ljubljana

Chair: Gasan Osojnik

14 <sup>th</sup> March 2017		
	Development of the ERFP Communication tools, group meeting	
14:00–14:30	<b>Welcome and Introduction of Participants</b>	Chair, All
14:30–15:00	<b>Meeting Agenda</b> <b>Objectives and Expected outcome (report) of <i>Ad hoc</i> action</b>	Chair
15:00–15:45	<b>Introduction to ERFP webpage (<a href="http://www.rfp-europe.org">www.rfp-europe.org</a>) and restructuring goals</b>	D. Bojkovski
15:45–16:15	<b>Presentation of communication tools for information on genetic resources and biodiversity</b> - EUFORGEN - NordGen	E. Hermanowicz
16:15–16:45		A. Kettunen
16:45–17:15	<b>Coffee break</b>	
17:15–17:45	<b>Current situation</b> - ERFP website users - traffic statistics - Related outcomes of <i>Ad hoc</i> action: EUGENA Web portal design for ERFP website modernisation and restructuring - ERFP Website Survey	H. Göderz
17:45–18:15		Z. Ducheve
18:15–18:45		Chair
18:45–19:00	<b>Agenda for 2<sup>nd</sup> day of meeting</b>	Chair
19:00	<b>End of meeting</b>	
20:00	<b>Dinner together (restaurant KULT316)</b>	All

15 <sup>th</sup> March 2017		
	<b>Development of the ERFP Communication tools, group meeting</b>	
9:00–9:30	<b>Opening and Agenda</b> <b>Expected outcome of 2<sup>nd</sup> day of meeting</b>	Chair
9:30–10:00	<b>Presentation of the new ERFP logotype draft</b>	J. Bormann
10:00–10:30	<b>Drafting the communication strategy</b>	Chair/Facilitator
10:30–11:00	<b>Coffee break</b>	
11:00–12:00	<b>Designing ERFP Website and input for Technical Specification</b> - Focus and content - Modernisation and restructuring - Communication tools - Development and maintenance - Collaboration	Chair/Facilitator
12:00–12:30	<b>Assessment of costs for webpage &amp; communication tools development and maintenance for various scenarios</b>	Chair
12:30–13:00	<b>Suggested road map for ERFP Communication tools modernisation, development and implementation</b>	Chair/Facilitator
13:00–13:30	<b>Tasks to finalize the Report of <i>Ad Hoc</i> Group</b>	All
13:30	<b>End of meeting and lunch</b>	All