# Enhance
## Maintenance – Production – Quality

**619130-EPP-1-2020-1-FR-EPPKA2-CBHE-JP**

**Selection: 2020**

**KA2 –** Cooperation for innovation and the exchange of good practices –
**Capacity Building in the field of Higher Education**

## strENgtHening skills and training expertise for TunisiAN and MoroCCan transition to industry 4.0 Era / ENHANCE

# D4.5: Meetings report

| | |
|---|---|
| **Deliverable Identifier** | D4.5 |
| **Deliverable Date** | M21 – 15/10/2022 - Quarterly |
| **Deliverable Version** | V 1.4 – 2022 |
| **Deliverable Leader** | UCAR |
| **Deliverable participants** | All |
| **Dissemination Level** | Private |

## Document Control Page

| | |
|---|---|
| Title | Meetings report |
| Version | V1.4 – 2022 |
| Deliverable number | D4.5 |
| Work-Package | WP4 |
| Status | ☐ Draft<br><br>☐ Under Review<br><br>☐ Under Update<br><br>☐ Accepted by the coordinator<br><br>☒ Submitted to the commission |
| Authors | Sabeur Elkosantini |
| Contributors | All partners |
| Peer Reviewers 1: | |
| Assigned Date | |
| Received Date | |
| Peer Reviewers 2: | |
| Assigned Date | |
| Received Date | |
| Date of Delivery | 14/09/2022 |
| Dissemination level | ☐ Public<br><br>☒ Confidential, only for ENHANCE Consortium (including EC)<br><br>☐ EU-Restricted |

## Version History

| Version | Date | Description | Edited by |
|---|---|---|---|
| 1.0 | 08/02/2021 | Initial Version | Sabeur Elkosantini |
| 1.1 | | Draft for Consortium sharing | Sabeur Elkosantini |
| 1.2 | | Final Draft with integration of comments from reviewers | Sabeur Elkosantini |
| 1.3 | 20/08/2022 | Final Version | Sabeur Elkosantini |
| 1.4 | 14/09/2022 | Submitted to the commission | Sabeur Elkosantini |

## Executive Summary

The purpose of this document is to present the outcomes of first industrial workshop organized online on July 7th, 2021. The first objective of this workshop is collect data from Moroccan and Tunisian industry and universities in order to identify gap between targeted MPQ4.0 skills, existing curricula being offered in both Tunisian and Moroccan partner universities programs and also local industrial need. As a CBHE project, the ENHANCE vision is organised around five main pillars:

- The European vision about Maintenance, Production, and Quality engineering in the context of industry 4.0 (MPQ4.0). The programme country members synthesise the most impacting related work in MPQ 4.0, share the best practices of the teaching programmes in their institutions and finally, their Digital Innovation Hubs (DIHs) services and experimented solutions.
- The partner countries vision about the existing teaching programmes in the involved Tunisian and Moroccan universities. This vision is completed with current practices and new MPQ 4.0 requirements collected from selected industrial partners in different application domains.
- The MPQ 4.0 Learning Framework to cover the gaps and draw the path for training the trainers in the three main topics.
- The MPQ 4.0 pilots development to create effective skills, competencies, technology acquisition channels to support digital transformation in the industry. The generated materials are to be structured in the Longlife eLearning (LeL) platform to be deployed at each partner countryside.
- The creation of 2 DIHs, one in Tunisia and one in Morocco to sustain the ENHANCE outcomes and organise their exploitation model to support MPQ 4.0 industrial challenges in the both countries.

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## 1. ENHANCE project Overview

ENHANCE – strENgtHening skills and training expertise for TunisiAN and MoroccCan transition to industry 4.0 Era – is an Erasmus Plus project founded under the KA2 Cooperation for innovation and the exchange of good practices (Capacity Building in the field of Higher Education) programme by the European Commission under Grant Agreement N° 619130, to be conducted in the period January 2021 until January 2024. It engages 7 partners from 5 countries with a total budget of 779k€. Further information can be found at http://eplus-enhance.eu/.

The emergence of industry 4.0 concepts and applications brings new paradigms impacting all the industrial business domains when they need to conduct successful digital transformations or increase workshops connectivity. The evolution of Maintenance, Production and Quality Engineering (MPQ 4.0) represents the main application domains where Industry 4.0 produces effective beneficial results.

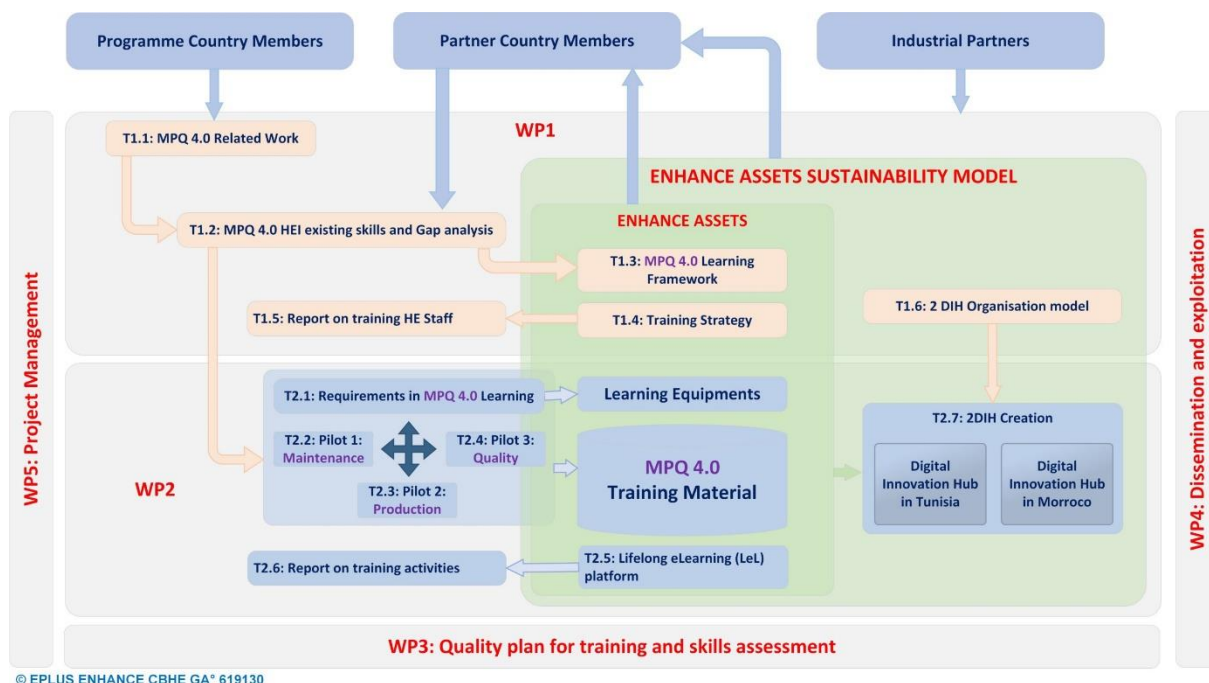The ENHANCE project organisation is presented in figure 1.



*Figure 1 - ENHANCE Project Organisation*

The ENHANCE project focuses on building new MPQ training capacities at Higher Education Institutions (HEI) in Tunisia and Morocco to establish interactions between the following stakeholders:

- European universities and research institutions (from France, Germany and Portugal) confirmed MPQ 4.0 competencies, training materials, collaborative research projects, full operational Digital Innovation Hubs (DIH), technology transfer experiences, etc.
- Partner country universities (from Tunisia and Morocco) with teaching and training activities in MPQ and existing connections with their local industrial partners.

The ENHANCE project will create several outputs and two primary tangible outcomes:

- New MPQ 4.0 equipment and training materials developed in connection with the existing training programmes and consolidated through three industrial pilots. The new material will be used to train the trainers and the students in the different partner country universities.

- Two DIHs, one in Tunisia and one in Morocco to sustain the project outcomes through their reuse for training in industry.

ENHANCE aims to become the reference model for creating effective and sustainable training material for MPQ 4.0 in both partner countries with content approved by academia and industry.

## 2. Introduction

In recent years, the industry in North Africa (also called Maghreb) region, especially Morocco and Tunisia, is facing a historical turning point when considered on a global scale. The digital age comprises a new way of thinking regarding manufacturing and operations. To improve the attractiveness for investment and to meet market requirements of competitivity, in terms of performance, quality, and sustainability, both Morocco and Tunisia need to support industrialization. In this context, this project focus on industry 4.0 and particularly on the three following topics: Production 4.0, Maintenance 4.0 and Quality 4.0, which represent key industrial business processes that particularly need attention, investment and improvement. Through this project, several Tunisian and Moroccan universities and companies showed their interest to develop skills and knowledge to take full advantage of industry 4.0 paradigm and technologies related with these three core business processes of Industry 4.0.

### 2.1. Purpose of the document

This document presents the meeting minutes of the different online and physical meetings.

### 2.2. Definitions

No particular definitions or concepts are presented in this document.

### 2.3. Structure of the document

Section 1 – ENHANCE project Overview

Section 2 – Introduction

Section 3 – Organized meetings

Section 4 – Appendix 1 : List of minutes

## 3. Organized Meetings

Since the beginning of the project, two types of meeting have been taken place:
- Online meetings: for regular meetings or due to COVID constraints
- Physical plenary meetings : organized in one of the partner cities

As illustrated in the figure and table, 23 online regular meetings (including the Kick-Off meeting) and 9 physical plenary meetings (including 2 sessions for "train the trainers") were organized.
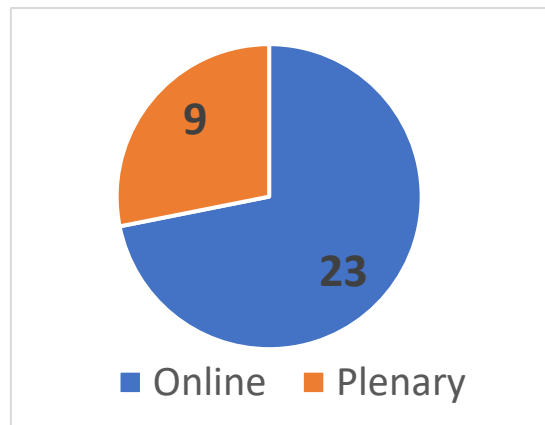
*Figure 2: Number of meetings*

*Table 1: List of meetings*

| Type | Date | Location (if not online) |
|---|---|---|
| Online | 8-10/02/2021 | |
| Online | 12/03/2021 | |
| Online | 26/03/2021 | |
| Online | 09/04/2021 | |
| Online | 23/04/2021 | |
| Online | 27/04/2021 | |
| Online | 30/04/2021 | |
| Online | 07/05/2021 | |
| Online | 21/05/2021 | |
| Online | 04/06/2021 | |
| Online | 18/06/2021 | |
| Online | 25/06/2021 | |
| Online | 16/07/2021 | |
| Online | 08/10/2021 | |
| Online | 22/10/2021 | |
| Online | 05/11/2021 | |
| Physical plenary meeting | 08-12/11/2021 | BIBA – Bremen - Germany |
| Online | 19/11/2021 | |
| Physical plenary meeting | 22-26/11/2021 | IIT – Sfax - Tunisia |
| Online | 06-07/12/2021 | |
| Online | 08-09/12/2021 | |
| Physical plenary meeting | 10-14/01/2022 | UCAR – Tunis - Tunisia |
| Online | 21-01/2022 | |
| Physical plenary meeting | 07-11/02/2022 | UCAR – Nabeul - Tunisia |
| Online | 18/02/2022 | |
| Physical plenary meeting | 07-11/03/2022 | UIT – Kenitra - Morocco |
| Physical plenary meeting | 04-08/04/2022 | ECC – Casablanca - Morocco |
| Online | 22/04/2022 | |
| Physical plenary meeting | 27-29/04/2022 | UNL – Lisbon – Portugal |
| Online | 10/05/2022 | |
| Physical plenary meeting | 16-27/05/2022 | IIT – Sfax – Tunisia |
| Physical plenary meeting | 18-29/07/2022 | UIT – Kenitra – Morocco |
| Physical plenary meeting | 12-16/09/2022 | UNL – Lisbon - Portugal |

## 4. Appendix: list of minutes

**619130-EPP-1-2020-1-FR-EPPKA2-CBHE-JP**

**Selection: 2020**

**KA2 –** Cooperation for innovation and the exchange of good practices –
**Capacity Building in the field of Higher Education**

# strENgtHening skills and training expertise for TunisiAN and MorocCan transition to industry 4.0 Era / ENHANCE

# Project Meeting Minutes

| Minutes Identifier | M2021_02_07 |
|---|---|
| Minutes Release Date | 07/02/2021 |
| Meeting Date | 09/02/2021 |
| Meeting Time | 09h00 to 17h00 CEST |
| Minutes Taker | Sabeur Elkosantini |
| Venue | Online |
| Dissemination Level | Private |

Meeting Participants per Project Partners

| | Partners | Participants |
|---|---|---|
| **P1** | Université Lumière Lyon 2 (ULL) | ✓ -Nejib Moalla<br>✓ -Mohand Lounes Bentaha<br>✓ -Aicha Seklouli |
| **P2** | Bremer Institut für Produktion und Logistik (BIBA) | ✓ -Zied Ghrairi<br>✓ -<br>✓ - |
| **P3** | Universidad NOVA de Lisboa (UNL) | ✓ - João Sarraipa<br>✓ -<br>✓ - |
| **P4** | International Institute of Technology (IIT) | ✓ - Achraf Ammar<br>✓ - Chafik Abid<br>✓ |
| **P5** | Université de carthage (UCAR) | ✓ - Sabeur Elkosantini<br>✓ - Rami B.H. Kacem<br>✓ - Sonia Gabouj<br>✓ - Imed Zaiem |
| **P6** | Ecole Centrale de Casablanca (ECC) | ✓ - Saber Darmoul<br>✓ -<br>✓ - |
| **P7** | Université Ibn Tofail (UIT) | ✓ - Abdelmajid Elouadi<br>✓ - Youssef Rochdi<br>✓ - Hassan Mharzi<br>✓ - Leila ElAbadi |

## Meeting To-Do Actions' List

| Action_ID | Related Task | Related Deliv. | Action Description | Assigned to |
|:---:|:---:|:---:|:---|:---:|
| 1 | | | Presentation of the different partners | All |
| 2 | | | ENHANCE organisation | ULL |
| 3 | | | Presentation of the PA | ULL |
| 4 | | | Presentation of the different WP | WP leaders |
| 5 | | | Presentation of EU parnters' DIH | ULL, UNL and BIBA |
| | | | | |

## Meeting Information List to share

| Infos_ID | Related Task | Related Deliv. | Information details | Shared with |
|---|---|---|---|---|
| 1 | | | PA, GA | |
| 2 | | | | |
| 3 | | | | |
| 4 | | | | |
| 5 | | | | |

**619130-EPP-1-2020-1-FR-EPPKA2-CBHE-JP**

**Selection: 2020**

**KA2 –** Cooperation for innovation and the exchange of good practices –
**Capacity Building in the field of Higher Education**

# strENgtHening skills and training expertise for TunisiAN and MorocCan transition to industry 4.0 Era / ENHANCE

# Project Meeting Minutes

| Minutes Identifier | M2021_12_03_2021 |
|---|---|
| Minutes Release Date | 12/03/2021 |
| Meeting Date | 12/03/2021 |
| Meeting Time | 09h00 to 12h00 CEST |
| Minutes Taker | Sabeur Elkosantini |
| Venue | WebEx |
| Dissemination Level | Private |

## Meeting Participants per Project Partners

| | Partners | Participants |
|---|---|---|
| **P1** | Université Lumière Lyon 2 (ULL) | ✓ Mohand-Lounes Bentaha<br>✓ Néjib Moalla<br>✓ Jannik Laval |
| **P2** | Bremer Institut für Produktion und Logistik (BIBA) | ✓ Zied Ghrairi<br>✓<br>✓ |
| **P3** | Universidad NOVA de Lisboa (UNL) | ✓ Joao Sarraipa<br>✓<br>✓ |
| **P4** | International Institute of Technology (IIT) | ✓ Taktak Said<br>✓ Hanen Trabelsi<br>✓ Achraf Ammar |
| **P5** | Université de Carthage (UCAR) | ✓ Sabeur Elkosantini<br>✓ Sonia Gabouj<br>✓ Rami Ben Haj Kacem |
| **P6** | Ecole Centrale de Casablanca (ECC) | ✓ Saber Darmoul<br>✓<br>✓ |
| **P7** | Université Ibn Tofail (UIT) | ✓ Hassan Mharzi<br>✓ Abdelmajid Elouadi<br>✓ Youssef Rochdi |

## Meeting To-Do Actions' List

| Action_ID | Related Task | Related Deliv. | Action Description | Assigned to |
|:---:|:---:|:---:|---|:---:|
| 1 | | | Discuss and validate the PA | ALL |
| 2 | T1.1 | D1.1 | Present the outline of the deliverable | BIBA |
| 3 | T1.2 | D1.2 | Present the outline of the deliverable | UCAR |
| 4 | T1.4 | D1.4 | Present the outline of the deliverable | IIT |
| 5 | T3.1 | D3.1 | Present the outline of the deliverable | UNL |
| 6 | T4.1 | D4.1 | Present the outline of the deliverable | ULL |

## Meeting Information List to share

| Infos_ID | Related Task | Related Deliv. | Information details | Shared with |
|---|---|---|---|---|
| 1 | | | Share the draft of the partnership agreement and its annexes | All |
| 2 | | | | |
| 3 | | | | |
| 4 | | | | |
| 5 | | | | |

**619130-EPP-1-2020-1-FR-EPPKA2-CBHE-JP**

**Selection: 2020**

**KA2 –** Cooperation for innovation and the exchange of good practices –
**Capacity Building in the field of Higher Education**

# strENgtHening skills and training expertise for TunisiAN and MorocCan transition to industry 4.0 Era / ENHANCE

# Project Meeting Minutes

| | |
|---|---|
| **Minutes Identifier** | M2021_26_03_2021 |
| **Minutes Release Date** | 26/03/2021 |
| **Meeting Date** | 26/03/2021 |
| **Meeting Time** | 09h00 to 12h00 CEST |
| **Minutes Taker** | Sabeur Elkosantini |
| **Venue** | WebEx |
| **Dissemination Level** | Private |

# Meeting Participants per Project Partners

| | Partners | Participants |
|---|---|---|
| **P1** | Université Lumière Lyon 2 (ULL) | ✓ -Nejib Moalla<br>✓ -Mohand-Lounes Bentaha<br>✓ - |
| **P2** | Bremer Institut für Produktion und Logistik (BIBA) | ✓ -Zied Ghrairi<br>✓ -<br>✓ - |
| **P3** | Universidad NOVA de Lisboa (UNL) | ✓ -Joao Sarraipa<br>✓ -Majid Zamiri<br>✓ - |
| **P4** | International Institute of Technology (IIT) | ✓ - Said Taktak<br>✓ -<br>✓ - |
| **P5** | Université de carthage (UCAR) | ✓ -Sonia Gabouj<br>✓ -Sabeur Elkosantini<br>✓ - |
| **P6** | Ecole Centrale de Casablanca (ECC) | ✓ -Saber Darmoul<br>✓ -Khalid Dahi<br>✓ - |
| **P7** | Université Ibn Tofail (UIT) | ✓ -Abdelmajid Elouadi<br>✓ -Youssef  Rochdi<br>✓ -Hassan Mharzi<br>✓ - Jean Bosco Nsekuye |

## Meeting To-Do Actions' List

| Action_ID | Related Task | Related Deliv. | Action Description | Assigned to |
|:---:|:---:|:---:|:---|:---:|
| 1 | T1.1 | D1.1 | Revise the overall structure of the document<br><br>Delete sections related to training methods<br><br>Add a chapter to present MPQ skills and technologies | BIBA |
| 2 | T1.2 | D2.1 | Revise the overall structure of the document<br><br>Provide more details for each chapter | UCAR |
| 3 | T1.4 | D1.4 | Revise the overall structure of the document | IIT |
| 4 | T3.1 | D3.1 | Continue preparing document<br><br>Assign sections to partners | UNL |
| 5 | T4.1 | D4.1 | Complete annexes | ECC, UIT |
| 6 | T4.1 | D4.1 | Continue preparing document | ULL |

## Meeting Information List to share

| Infos_ID | Related Task | Related Deliv. | Information details | Shared with |
|---|---|---|---|---|
| 1 | T4.3 | D4.3 | Website updated with generic information about the ENHANCE project | All |
| 2 | | | | |
| 3 | | | | |
| 4 | | | | |
| 5 | | | | |

**619130-EPP-1-2020-1-FR-EPPKA2-CBHE-JP**

**Selection: 2020**

**KA2 –** Cooperation for innovation and the exchange of good practices –
**Capacity Building in the field of Higher Education**

# strENgtHening skills and training expertise for TunisiAN and MorocCan transition to industry 4.0 Era / ENHANCE

# Project Meeting Minutes

| Minutes Identifier | M2021_09_04_2021 |
|---|---|
| Minutes Release Date | 09/04/2021 |
| Meeting Date | 09/04/2021 |
| Meeting Time | 09h00 to 13h00 CEST |
| Minutes Taker | Sabeur Elkosantini |
| Venue | WebEx |
| Dissemination Level | Private |

# Meeting Participants per Project Partners

| | Partners | Participants |
|---|---|---|
| **P1** | Université Lumière Lyon 2 (ULL) | ✓ -Nejib Moalla<br>✓ -Mohand-Lounes Bentaha<br>✓ - |
| **P2** | Bremer Institut für Produktion und Logistik (BIBA) | ✓ -Zied Ghrairi<br>✓ -<br>✓ - |
| **P3** | Universidad NOVA de Lisboa (UNL) | ✓ -Joao Sarraipa<br>✓ -Majid Zamiri<br>✓ - |
| **P4** | International Institute of Technology (IIT) | ✓ -Achraf Ammar<br>✓ - Hanen Trabelsi<br>✓ - |
| **P5** | Université de carthage (UCAR) | ✓ -Sabeur Elkosantini<br>✓ -Sonia Gabouj<br>✓ - |
| **P6** | Ecole Centrale de Casablanca (ECC) | ✓ - Saber Darmoul<br>✓ -<br>✓ - |
| **P7** | Université Ibn Tofail (UIT) | ✓ - Abdelmajdi Elouadi<br>✓ - Hassan Mharzi<br>✓ -Youssef Rochdi<br>✓ -Jean Bosco Nsekuye |

## Meeting To-Do Actions' List

| Action_ID | Related Task | Related Deliv. | Action Description | Assigned to |
|---|---|---|---|---|
| 1 | T1.1 | D1.1 | Revise the structure of the deliverable<br><br>Provide a skills/technologies matrix for each field | BIBA |
| 2 | T1.1 | D1.1 | Provide content for the chapter "maintenance 4.0" | ULL |
| 3 | T1.2 | D1.2 | Provide more details about the document structure<br><br>Provide a clear working plan for gap analysis | UCAR |
| 4 | T3.1 | D3.1 | Revise chapter 5 | UNL |
| 5 | T4.1 | D4.1 | Complete chapters 2, 4 | ULL |
| 6 | T4.1 | D4.1 | Complete chapter 5 | UCAR |
| 7 | T4.1 | D4.1 | Complete chapter 7 | UNL |

## Meeting Information List to share

| Infos_ID | Related Task | Related Deliv. | Information details | Shared with |
|----------|--------------|----------------|---------------------|-------------|
| 1 | T1.1 | D1.1 | Share literature review articles addressing maintenance 4.0 | ECC |
| 2 | | | | |
| 3 | | | | |
| 4 | | | | |
| 5 | | | | |

Enhance
Maintenance – Production – Quality

# Enhance
## Maintenance – Production – Quality

**619130-EPP-1-2020-1-FR-EPPKA2-CBHE-JP**

**Selection: 2020**

**KA2 –** Cooperation for innovation and the exchange of good practices –
**Capacity Building in the field of Higher Education**

## strENgtHening skills and training expertise for TunisiAN and MorocCan transition to industry 4.0 Era / ENHANCE

# Project Meeting Minutes

| Minutes Identifier | M2021_23_04_2021 |
|---|---|
| Minutes Release Date | 23/04/2021 |
| Meeting Date | 23/04/2021 |
| Meeting Time | 9h00 to 12h00 CEST |
| Minutes Taker | Sabeur Elkosantini |
| Venue | WebEx |
| Dissemination Level | Private |

## Meeting Participants per Project Partners

| | **Partners** | **Participants** |
|---|---|---|
| **P1** | Université Lumière Lyon 2 (ULL) | ✓ -Nejib Moalla<br>✓ -Mohand-Lounes Bentaha<br>✓ - |
| **P2** | Bremer Institut für Produktion und Logistik (BIBA) | ✓ -<br>✓ -<br>✓ - |
| **P3** | Universidad NOVA de Lisboa (UNL) | ✓ -Joao Sarraipa<br>✓ -<br>✓ - |
| **P4** | International Institute of Technology (IIT) | ✓ -Hanen Trabelsi<br>✓ -Achraf Ammar<br>✓ - |
| **P5** | Université de carthage (UCAR) | ✓ -Sabeur Elkosantini<br>✓ -Rami Ben Haj Kacem<br>✓ -Sonia Gabouj |
| **P6** | Ecole Centrale de Casablanca (ECC) | ✓ - Saber Darmoul<br>✓ -<br>✓ - |
| **P7** | Université Ibn Tofail (UIT) | ✓ -Youssef Rochdi<br>✓ - Abdelmajid Elouadi<br>✓ -Hassan Mharzi |

## Meeting To-Do Actions' List

| Action_ID | Related Task | Related Deliv. | Action Description | Assigned to |
|-----------|--------------|----------------|--------------------|-------------|
| 1 | T1.2 | D1.2 | Identify the list of curricula in UCAR, IIT, UIT and ECC to analyse<br><br>Revise the assessment excel sheet | UCAR |
| 2 | T1.2 | D1.2 | Approve the gap analysis plan | ALL |
| 3 | T1.4 | D1.4 | Revise the structure of the deliverable | IIT |
| 4 | T3.1 | D3.1 | Revise chapter 6 | UCAR |
| 5 | T3.1 | D3.1 | Revise chapter 5 | BIBA |
| 6 | T3.1 | D3.1 | Identify the list of indicators | IIT |

## Meeting Information List to share

| Infos_ID | Related Task | Related Deliv. | Information details | Shared with |
|----------|--------------|----------------|---------------------|-------------|
| 1 | | | | |
| 2 | | | | |
| 3 | | | | |
| 4 | | | | |
| 5 | | | | |

**619130-EPP-1-2020-1-FR-EPPKA2-CBHE-JP**

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# strENgtHening skills and training expertise for TunisiAN and MorocCan transition to industry 4.0 Era / ENHANCE

# Project Meeting Minutes

| Minutes Identifier | M2021_27_04_2021 |
|---|---|
| Minutes Release Date | 27/04/2021 |
| Meeting Date | 07/04/2021 |
| Meeting Time | 17h15 to 18h15 CEST |
| Minutes Taker | Sabeur Elkosantini |
| Venue | WebEx |
| Dissemination Level | Private |

## Meeting Participants per Project Partners

|    | Partners | Participants |
|----|----------|--------------|
| **P1** | Université Lumière Lyon 2 (ULL) | ✓  - Nejib Moalla<br>✓  -<br>✓  - |
| **P2** | Bremer Institut für Produktion und Logistik (BIBA) | ✓  -<br>✓  -<br>✓  - |
| **P3** | Universidad NOVA de Lisboa (UNL) | ✓  -<br>✓  -<br>✓  - |
| **P4** | International Institute of Technology (IIT) | ✓  -<br>✓  -<br>✓  - |
| **P5** | Université de carthage (UCAR) | ✓  - Sabeur Elkosantini<br>✓  -<br>✓  - |
| **P6** | Ecole Centrale de Casablanca (ECC) | ✓  - Saber Darmoul<br>✓  -<br>✓  - |
| **P7** | Université Ibn Tofail (UIT) | ✓  -<br>✓  -<br>✓  - |

# Meeting To-Do Actions' List

| Action_ID | Related Task | Related Deliv. | Action Description | Assigned to |
|-----------|--------------|----------------|--------------------|-------------|
| 1 | T4.3, T1.2 | D4.4, D1.2 | Prepare flyer content | UCAR, ECC, ULL |
| 2 | T4.3, T1.2 | D4.4, D1.2 | Identify list of companies | UCAR, ECC, IIT, UIT |
| 3 | T4.3, T1.2 | D4.4, D1.2 | Design flyer | ULL |
| 4 | T4.3, T1.2 | D4.4, D1.2 | Prepare a presentation for MPQ | ULL, BIBA, UCAR |
| 5 | T4.3, T1.2 | D4.4, D1.2 | Presentation of the project | ULL |

## Meeting Information List to share

| Infos_ID | Related Task | Related Deliv. | Information details | Shared with |
|---|---|---|---|---|
| 1 | T4.3, T1.2 | D4.4, D1.2 | Share information about the flyer structure in T4.4 folder | All |
| 2 | | | | |
| 3 | | | | |
| 4 | | | | |
| 5 | | | | |

**619130-EPP-1-2020-1-FR-EPPKA2-CBHE-JP**

**Selection: 2020**

**KA2 –** Cooperation for innovation and the exchange of good practices –
**Capacity Building in the field of Higher Education**

# strENgtHening skills and training expertise for TunisiAN and MorocCan transition to industry 4.0 Era / ENHANCE

# Project Meeting Minutes

| Minutes Identifier | M2020_30_04/2021 |
|---|---|
| Minutes Release Date | 30/04/2021 |
| Meeting Date | 30/04/2021 |
| Meeting Time | 11h00 to 12h00 CEST |
| Minutes Taker | Sabeur Elkosantini |
| Venue | WebEx |
| Dissemination Level | Private |

# Meeting Participants per Project Partners

| | Partners | Participants |
|---|---|---|
| **P1** | Université Lumière Lyon 2 (ULL) | ✓  - Nejib Moalla<br>✓  - David Marin Restrepo<br>✓  - Mohand-Lounes Bentaha |
| **P2** | Bremer Institut für Produktion und Logistik (BIBA) | ✓  -<br>✓  -<br>✓  - |
| **P3** | Universidad NOVA de Lisboa (UNL) | ✓  - Joao Sarraipa<br>✓  -<br>✓  - |
| **P4** | International Institute of Technology (IIT) | ✓  - Achraf Ammar<br>✓  -<br>✓  - |
| **P5** | Université de carthage (UCAR) | ✓  - Sabeur Elkosantini<br>✓  -Sonia Gabouj<br>✓  - |
| **P6** | Ecole Centrale de Casablanca (ECC) | ✓  - Saber Darmoul<br>✓  -<br>✓  - |
| **P7** | Université Ibn Tofail (UIT) | ✓  - Youssef Rochdi<br>✓  -<br>✓  - |

## Meeting To-Do Actions' List

| Action_ID | Related Task | Related Deliv. | Action Description | Assigned to |
|:---:|:---:|:---:|---|:---:|
| 1 | T3.1 | D3.1 | Complete sections 4.2 and 4.3 | UCAR |
| 2 | T3.1 | D3.1 | Revise chapter 7 | IIT, ECC and UIT |
| 3 | T3.1 | D3.1 | Revise chapter 5 | BIBA |
| 4 | T3.1 | D3.1 | Revise chapter 6 | ULL |
| 5 | | | | |

## Meeting Information List to share

| Infos_ID | Related Task | Related Deliv. | Information details | Shared with |
|---|---|---|---|---|
| 1 | | | | |
| 2 | | | | |
| 3 | | | | |
| 4 | | | | |
| 5 | | | | |

**619130-EPP-1-2020-1-FR-EPPKA2-CBHE-JP**

**Selection: 2020**

**KA2 –** Cooperation for innovation and the exchange of good practices –
**Capacity Building in the field of Higher Education**

# strENgtHening skills and training expertise for TunisiAN and MorocCan transition to industry 4.0 Era / ENHANCE

# Project Meeting Minutes

| Minutes Identifier | M2021_07_05_2021 |
|---|---|
| Minutes Release Date | 07/05/2021 |
| Meeting Date | 07/05/2021 |
| Meeting Time | 9h00 to 12h00 CEST |
| Minutes Taker | Sabeur Elkosantini |
| Venue | WebEx |
| Dissemination Level | Private |

## Meeting Participants per Project Partners

| | Partners | Participants |
|---|---|---|
| **P1** | Université Lumière Lyon 2 (ULL) | ✓ - Nejib Moalla<br>✓ - David Marin Restrepo<br>✓ - |
| **P2** | Bremer Institut für Produktion und Logistik (BIBA) | ✓ -Zied Ghrairi<br>✓ -<br>✓ - |
| **P3** | Universidad NOVA de Lisboa (UNL) | ✓ - Joao Sarraipa<br>✓ -<br>✓ - |
| **P4** | International Institute of Technology (IIT) | ✓ -Achraf Ammar<br>✓ -<br>✓ - |
| **P5** | Université de carthage (UCAR) | ✓ - Rami Ben Haj Kacem<br>✓ - Sonia Gabouj<br>✓ - Sabeur Elkosantini |
| **P6** | Ecole Centrale de Casablanca (ECC) | ✓ - Farida Milougou<br>✓ - Saber Darmoul<br>✓ - |
| **P7** | Université Ibn Tofail (UIT) | ✓ - Abdelamjid Elouadi<br>✓ -Youssef Rochdi<br>✓ - |

## Meeting To-Do Actions' List

| Action_ID | Related Task | Related Deliv. | Action Description | Assigned to |
|:---------:|:------------:|:--------------:|--------------------|:-----------:|
| 1 | T1.1 | D1.1 | Executive summary | ULL |
| 2 | T1.1 | D1.1 | Complete chapters 1 | UNL |
| 3 | T1.1 | D1.1 | Complete chapters 2 | UCAR, IIT, UIT, ECC |
| 4 | T1.1 | D1.1 | Complete chapters 3 | ULL, BIBA |
| 5 | T1.2 | D1.2 | Validate the curricula assessment excel sheet | ALL |
| 6 | T3.1 | D3.1 | Revise sections 4.2 and 4.3, present boards | ULL |
| 7 | T3.1 | D3.1 | Revise chapter 5 | BIBA |
| 8 | T4.1 | D4.1 | Check dissemination level for final report (PU/CO) | ULL |

## Meeting Information List to share

| Infos_ID | Related Task | Related Deliv. | Information details | Shared with |
|---|---|---|---|---|
| 1 | T1.2 | D1.2 | Curricula assessment excel sheet | All |
| 2 | T4.3 | D4.3 | First level of information shared on the website | All |
| 3 | T4.7 | D4.7 | Links to social media pages | All |
| 4 | | | | |
| 5 | | | | |

**619130-EPP-1-2020-1-FR-EPPKA2-CBHE-JP**

**Selection: 2020**

**KA2 –** Cooperation for innovation and the exchange of good practices – **Capacity Building in the field of Higher Education**

# strENgtHening skills and training expertise for TunisiAN and MorocCan transition to industry 4.0 Era / ENHANCE

# Project Meeting Minutes

| Minutes Identifier | M2021_05_21 |
|---|---|
| Minutes Release Date | 21/05/2021 |
| Meeting Date | 21/05/2021 |
| Meeting Time | 9h00 to 12h00 CEST |
| Minutes Taker | Sabeur Elkosantini |
| Venue | WebEx |
| Dissemination Level | Private |

## Meeting Participants per Project Partners

| | Partners | Participants |
|---|---|---|
| **P1** | Université Lumière Lyon 2 (ULL) | ✓ - Nejib Moalla<br>✓ - Mohand-Lounes Bentaha<br>✓ - Jannik Laval |
| **P2** | Bremer Institut für Produktion und Logistik (BIBA) | ✓ - Zied Ghrairi<br>✓ -<br>✓ - |
| **P3** | Universidad NOVA de Lisboa (UNL) | ✓ - Joao Sarraipa<br>✓ - Majid Zamiri<br>✓ - |
| **P4** | International Institute of Technology (IIT) | ✓ - Achraf Ammar<br>✓ - Hanene Trabelsi<br>✓ |
| **P5** | Université de carthage (UCAR) | ✓ - Sabeur Elkosantini<br>✓ - Rami Ben Haj Kacem<br>✓ --Sonia Gabouj |
| **P6** | Ecole Centrale de Casablanca (ECC) | ✓ - Saber Darmoul<br>✓ -<br>✓ - |
| **P7** | Université Ibn Tofail (UIT) | ✓ - Youssef Rochdi<br>✓ - Abdelmajid Elouadi<br>✓ - |

## Meeting To-Do Actions' List

| Action_ID | Related Task | Related Deliv. | Action Description | Assigned to |
|---|---|---|---|---|
| 1 | T4.5 | D4.5 | Prepare a report about the state of travels and deliverables | ULL |
| 2 | T4.2 | D4.2 | Update the project organisation view | ULL |
| 3 | T3.1 | D3.1 | Add a section for data management and another for ethics management | ULL |
| 4 | T3.1 | D3.1 | Share the final version of the document | UNL |
| 5 | T1.1 | D1.1 | Add some use cases for each topic | BIBA/UCAR/ECC/UIT |
| 6 | T.1.2 | D1.2 | Revise the excel sheet<br><br>Add covered skills in the excel sheet<br><br>Prepare questions to evaluate the readiness of local industry | UCAR |
| 7 | T4.3 | D4.4 | Prepare the detailed workshop agenda (content of sessions/slides, questions, etc.)<br><br>Identify the list of companies | UCAR/IIT/ECC/UIT |

## Meeting Information List to share

| Infos_ID | Related Task | Related Deliv. | Information details | Shared with |
|---|---|---|---|---|
| 1 | T4.2 | D4.2 | The new project website update | All |
| 2 | | | Check with universities/local authorities the possibility to start travels and receiving partners starting from July 1st 2021 | All |
| 3 | T4.2 | D4.2 | The project organisation view | All |
| 4 | D1.1 | D1.1 | Share the document D1.1 | BIBA |
| 5 | | | | |

**619130-EPP-1-2020-1-FR-EPPKA2-CBHE-JP**

**Selection: 2020**

**KA2 –** Cooperation for innovation and the exchange of good practices –
**Capacity Building in the field of Higher Education**

# strENgtHening skills and training expertise for TunisiAN and MorocCan transition to industry 4.0 Era / ENHANCE

# Project Meeting Minutes

| Minutes Identifier | M2021_04/06/2021 |
|---|---|
| Minutes Release Date | 04/06/2021 |
| Meeting Date | 04/06/2021 |
| Meeting Time | 09h00 to 12h00 CEST |
| Minutes Taker | Sabeur Elkosantini |
| Venue | WebEx |
| Dissemination Level | Private |

## Meeting Participants per Project Partners

| | Partners | Participants |
|---|---|---|
| P1 | Université Lumière Lyon 2 (ULL) | ✓ - Nejib Moalla<br>✓ - Mohand-Lounes Bentaha<br>✓ - Jannik Laval |
| P2 | Bremer Institut für Produktion und Logistik (BIBA) | ✓ - Zied Ghrairi<br>✓ -<br>✓ - |
| P3 | Universidad NOVA de Lisboa (UNL) | ✓ - Joao Sarraipa<br>✓ - Majid Zamiri<br>✓ - |
| P4 | International Institute of Technology (IIT) | ✓ - Achraf Ammar<br>✓ - Hanene Trabelsi<br>✓ |
| P5 | Université de Carthage (UCAR) | ✓ - Sabeur Elkosantini<br>✓ - Rami Ben Haj Kacem<br>✓ - Sonia Gabouj |
| P6 | Ecole Centrale de Casablanca (ECC) | ✓ - Saber Darmoul<br>✓ -<br>✓ - |
| P7 | Université Ibn Tofail (UIT) | ✓ - Abdelmajid Elouadi<br>✓ -Youssef Rochdi |

## Meeting To-Do Actions' List

| Action_ID | Related Task | Related Deliv. | Action Description | Assigned to |
|---|---|---|---|---|
| 1 | T1.1 | D1.1 | Complete the subsections (4.2.4, 4.3.4 and 4.4.4) | BIBA and ULL |
| 2 | T1.1 | D1.1 | Prepare a structure of the chapter 5 of the deliverable D1.1 | UCAR |
| 3 | T1.2 | D1.2 | Send approved excel sheet to PC universities to collect data about PC curricula. | UCAR/IIT/ECC/UIT |
| 4 | T1.2 | D1.2 | Prepare questions to collect data for the industry 4.0 readiness | All |
| 5 | T4.2 | D4.2 | Prepare a French version of flyers | ULL |
| 6 | T4.3 | D4.4 | Prepare the banner of the first workshop | ULL |
| 7 | T4.1 | D4.1 | Identify similar E+ projects and identify possible connection with them | UCAR/IIT/ECC/UIT |
| 8 | T4.1 | D4.1 | Provide more details about local transition strategy. | UCAR/IIT/ECC/UIT |
| 9 | T1.4 | D1.4 | Collect comments from partners to revise the structure of the document. | IIT |

## Meeting Information List to share

| Infos_ID | Related Task | Related Deliv. | Information details | Shared with |
|---|---|---|---|---|
| 1 | T4.2 | D4.2 | Project flyer, poster and banner | All |
| 2 | T4.3 | D4.4 | The banner of the workshop indicating the data of the Wed. July 7th, 2021, 10 - 12am CEST | All |
| 3 | T1.4 | D1.4 | Share this deliverable to all partners to have comments | All |
| 4 | | | | |
| 5 | | | | |

# Enhance
## Maintenance – Production – Quality

**619130-EPP-1-2020-1-FR-EPPKA2-CBHE-JP**

**Selection: 2020**

**KA2 –** Cooperation for innovation and the exchange of good practices –
**Capacity Building in the field of Higher Education**

# strENgtHening skills and training expertise for TunisiAN and MorocCan transition to industry 4.0 Era / ENHANCE

# Project Meeting Minutes

| | |
|---|---|
| **Minutes Identifier** | M2021_18/06/2021 |
| **Minutes Release Date** | 18/06/2021 |
| **Meeting Date** | 18/06/2021 |
| **Meeting Time** | 09h00 to 12h00 CEST |
| **Minutes Taker** | Sabeur Elkosantini |
| **Venue** | WebEx |
| **Dissemination Level** | Private |

# Meeting Participants per Project Partners

| | Partners | Participants |
|---|---|---|
| **P1** | Université Lumière Lyon 2 (ULL) | ✓ - Nejib Moalla<br>✓ - Mohand-Lounes Bentaha<br>✓ - David Marin Restrepo<br>✓ - Jannik Laval |
| **P2** | Bremer Institut für Produktion und Logistik (BIBA) | ✓ -<br>✓ -<br>✓ - |
| **P3** | Universidad NOVA de Lisboa (UNL) | ✓ - Joao Sarraipa<br>✓ - Majid Zamiri<br>✓ - |
| **P4** | International Institute of Technology (IIT) | ✓ - Achraf Ammar<br>✓ - |
| **P5** | Université de Carthage (UCAR) | ✓ - Sabeur Elkosantini<br>✓ - Rami Ben Haj Kacem<br>✓ - Sonia Gabouj |
| **P6** | Ecole Centrale de Casablanca (ECC) | ✓ - Saber Darmoul<br>✓ -<br>✓ - |
| **P7** | Université Ibn Tofail (UIT) | ✓ - Abdelmajid Elouadi<br>✓ - Youssef Rochdi<br>✓ - Hassan Mharzi |

## Meeting To-Do Actions' List

| Action_ID | Related Task | Related Deliv. | Action Description | Assigned to |
|-----------|--------------|----------------|--------------------|-------------|
| 1 | T1.1 | D1.1 | Complete chapter 4 | BIBA |
| 2 | T1.1 | D1.1 | Complete Chapter 5 | ECC/UCAR |
| 3 | T1.1 | D1.1 | Complete conclusion | ULL |
| 4 | T1.2 | D1.2 | Start collecting data related programs before the end of next week | ECC/UIT/UCAR/IIT |
| 5 | T4.4 | D4.4 | Revise the workshop poster | ULL |
| 6 | T4.4 | D4.4 | Announce the workshop and contact local SMEs | ECC/UIT/UCAR/IIT |
| 7 | T4.4 | D4.4 | Revise the online registration form | ULL |
| 8 | T4.4 | D4.4 | Prepare questions for the quality 4.0 topic (deadline is June 25th) | UIT + ULL |
| 9 | T4.4 | D4.4 | Prepare questions for the production 4.0 topic (deadline is June 25th) | IIT/UCAR/UNL |
| 10 | T4.4 | D4.4 | Revise Question for maintenance 4.0 topic (deadline is June 25th) | ECC/ULL |
| 11 | T1.4 | D1.4 | Assign tasks to partners | IIT |

## Meeting Information List to share

| Infos_ID | Related Task | Related Deliv. | Information details | Shared with |
|---|---|---|---|---|
| 1 | T.1.1 | D1.1 | Reviewing process:<br><br>- Both reviewer should start together the reviewing of the document starting from June 25th to July 2nd<br>- 1 week to revise the document based on reviewers comment<br>- Send the document to the coordinator before 12 July who will submit the document on July 15th | All |
| 2 | T.1.1 | D1.2 | The document should be finished before the end of July | All |
| 3 | T4.4 | D4.4 | Revise the workshop poster | ULL |
| 4 | | | | |
| 5 | | | | |

**619130-EPP-1-2020-1-FR-EPPKA2-CBHE-JP**

**Selection: 2020**

**KA2 –** Cooperation for innovation and the exchange of good practices –
**Capacity Building in the field of Higher Education**

# strENgtHening skills and training expertise for TunisiAN and MorocCan transition to industry 4.0 Era / ENHANCE

# Project Meeting Minutes

| Minutes Identifier | M2021_05/06/2021 |
|---|---|
| Minutes Release Date | 25/06/2021 |
| Meeting Date | 25/06/2021 |
| Meeting Time | 09h00 to 12h00 CEST |
| Minutes Taker | Sabeur Elkosantini |
| Venue | WebEx |
| Dissemination Level | Private |

# Meeting Participants per Project Partners

| | Partners | Participants |
|---|---|---|
| **P1** | Université Lumière Lyon 2 (ULL) | ✓   - Nejib Moalla<br>✓   - Lounes Bentaha |
| **P2** | Bremer Institut für Produktion und Logistik (BIBA) | ✓   - Zied  Ghrari<br>✓   -<br>✓   - |
| **P3** | Universidad NOVA de Lisboa (UNL) | ✓   - Joao Sarraipa<br>✓   - |
| **P4** | International Institute of Technology (IIT) | ✓   - Achraf Ammar<br>✓   - |
| **P5** | Université de Carthage (UCAR) | ✓   - Sabeur Elkosantini<br>✓   - Sonia Gabouj<br>✓   - Rami B.H. Kacem |
| **P6** | Ecole Centrale de Casablanca (ECC) | ✓   - Saber Darmoul<br>✓   -<br>✓   - |
| **P7** | Université Ibn Tofail (UIT) | ✓   - Abdelmajid Elouadi<br>✓   - Youssef Rochdi |

## Meeting To-Do Actions' List

| Action_ID | Related Task | Related Deliv. | Action Description | Assigned to |
|---|---|---|---|---|
| 1 | T1.1 | D1.1 | Revise the overall document | ECC/BIBA |
| 2 | T1.1 | D1.1 | Complete the review | UNL |
| 3 | T1.4 | D1.4 | Continue working on the document | ALL |
| 4 | T1.3 | D1.3 | Prepare the outline | UNL |
| 5 | T1.2/T4.3 | D1.2/D4.4 | Revise questions related to production, quality and maintenance | ECC/UCAR/ULL |
| 6 | | | | |
| 7 | | | | |

## Meeting Information List to share

| Infos_ID | Related Task | Related Deliv. | Information details | Shared with |
|---|---|---|---|---|
| 1 | T1.2/T4.3 | D1.2/D4.4 | - Maintenance topic presented by Saber Darmoul<br>- Quality topic presented by Achraf Ammar<br>- Production topic presented by Sonia Gabbouj | All |
| 2 | | | | |
| 3 | | | | |
| 4 | | | | |
| 5 | | | | |

**619130-EPP-1-2020-1-FR-EPPKA2-CBHE-JP**

**Selection: 2020**

**KA2 –** Cooperation for innovation and the exchange of good practices –
**Capacity Building in the field of Higher Education**

# strENgtHening skills and training expertise for TunisiAN and MoroCCan transition to industry 4.0 Era / ENHANCE

# Project Meeting Minutes

| Minutes Identifier | M2021_16/07/2021 |
|---|---|
| Minutes Release Date | 16/07/2021 |
| Meeting Date | 16/07/2021 |
| Meeting Time | 09h00 to 12h00 CEST |
| Minutes Taker | Sabeur Elkosantini |
| Venue | WebEx |
| Dissemination Level | Private |

# Meeting Participants per Project Partners

| | Partners | Participants |
|---|---|---|
| **P1** | Université Lumière Lyon 2 (ULL) | ✓   - Nejib Moalla<br>✓ |
| **P2** | Bremer Institut für Produktion und Logistik (BIBA) | ✓   - Zied  Ghrari<br>✓   -<br>✓   - |
| **P3** | Universidad NOVA de Lisboa (UNL) | ✓   - |
| **P4** | International Institute of Technology (IIT) | ✓   - Achraf Ammar<br>✓   - Hanen Trabelsi |
| **P5** | Université de Carthage (UCAR) | ✓   - Sabeur Elkosantini<br>✓   - Sonia Gabouj<br>✓ |
| **P6** | Ecole Centrale de Casablanca (ECC) | ✓   - Saber Darmoul<br>✓   -<br>✓   - |
| **P7** | Université Ibn Tofail (UIT) | ✓   - Youssef Rochdi |

## Meeting To-Do Actions' List

| Action_ID | Related Task | Related Deliv. | Action Description | Assigned to |
|---|---|---|---|---|
| 1 | T1.1 | D1.1 | Review the document | UNL |
| 2 | T1.2 | D1.2 | Continue collecting data from industry and PC universities | UCAR/IIT/ECC/UIT |
| 3 | T1.2 | D1.2 | Provide a simulation of analysing data and presenting the gap for next week | UCAR |
| 4 | T1.4 | D1.4 | Prepare a list of required contributions for each partner | IIT |
| 5 | | | | |
| 6 | | | | |
| 7 | | | | |

## Meeting Information List to share

| Infos_ID | Related Task | Related Deliv. | Information details | Shared with |
|---|---|---|---|---|
| 1 | T1.2 | D1.2 | Share the answers of industrial surveys (collected during the workshop) | ULL |
| 2 | | | | |
| 3 | | | | |
| 4 | | | | |
| 5 | | | | |

**619130-EPP-1-2020-1-FR-EPPKA2-CBHE-JP**

**Selection: 2020**

**KA2 –** Cooperation for innovation and the exchange of good practices –
**Capacity Building in the field of Higher Education**

# strENgtHening skills and training expertise for TunisiAN and MorocCan transition to industry 4.0 Era / ENHANCE

# Project Meeting Minutes

| | |
|---|---|
| **Minutes Identifier** | M2021_10_08 |
| **Minutes Release Date** | 08/10/2021 |
| **Meeting Date** | 08/10/2021 |
| **Meeting Time** | 10h00 to 12h00 CEST |
| **Minutes Taker** | Sabeur Elkosantini |
| **Venue** | WebEx |
| **Dissemination Level** | Private |

## Meeting Participants per Project Partners

| | Partners | Participants |
|---|---|---|
| **P1** | Université Lumière Lyon 2 (ULL) | ✓ -Nejib Moalla<br>✓ -Janik Laval<br>✓ - Aicha Seklouli<br>✓ - Mohand Lounes Bentaha |
| **P2** | Bremer Institut für Produktion und Logistik (BIBA) | ✓ - Zied Gherairi<br>✓ -<br>✓ - |
| **P3** | Universidad NOVA de Lisboa (UNL) | ✓ - Joao Saraipa<br>✓ -<br>✓ - |
| **P4** | International Institute of Technology (IIT) | ✓ - Achraf Ammar<br>✓ -<br>✓ - |
| **P5** | Université de carthage (UCAR) | ✓ - Sabeur Elkosantini<br>✓ - Sonia Gabbouj<br>✓ - Rami B.H. Kacem |
| **P6** | Ecole Centrale de Casablanca (ECC) | ✓ - Saber Darmoul<br>✓ -<br>✓ - |
| **P7** | Université Ibn Tofail (UIT) | ✓ - Abdelmajid Elouadi<br>✓ - Hassan Mharzi<br>✓ - Youssef Rochdi |

## Meeting To-Do Actions' List

| Action_ID | Related Task | Related Deliv. | Action Description | Assigned to |
|-----------|--------------|----------------|--------------------|-------------|
| 1 | T4.2 | D4.3 | Update website (homepage, photos, publications, DIH) | UCAR, ULL |
| 2 | T4.2 | D4.3 | Prepare the short description of the three DIHs to add them on the website | BIBA, UNL, ULL |
| 3 | T1.2 | D1.2 | Add the recommended training activities in the last section | UCAR |
| 4 | T1.4 | D1.4 | Start assigning activities to courses | UCAR, IIT, UIT and ECC |
| 5 | | | | |

## Meeting Information List to share

| Infos_ID | Related Task | Related Deliv. | Information details | Shared with |
|---|---|---|---|---|
| 1 | T4.2 | D4.3 | Share with BIBA and UNL presentation of DIH to update the website | |
| 2 | | | Programme of the visit to BIBA | All |
| 3 | | | Last version of D1.2 | All |
| 4 | | | | |
| 5 | | | | |

**619130-EPP-1-2020-1-FR-EPPKA2-CBHE-JP**

**Selection: 2020**

**KA2 –** Cooperation for innovation and the exchange of good practices –
**Capacity Building in the field of Higher Education**

# strENgtHening skills and training expertise for TunisiAN and MorocCan transition to industry 4.0 Era / ENHANCE

# Project Meeting Minutes

| Minutes Identifier | M2021_10_22 |
|---|---|
| Minutes Release Date | 22/10/2021 |
| Meeting Date | 22/10/2021 |
| Meeting Time | 10h00 to 12h00 CEST |
| Minutes Taker | Sabeur Elkosantini |
| Venue | MS. Team |
| Dissemination Level | Private |

## Meeting Participants per Project Partners

| | Partners | Participants |
|---|---|---|
| **P1** | Université Lumière Lyon 2 (ULL) | ✓ -Nejib Moalla<br>✓ - Aicha Seklouli<br>✓ - Mohand Lounes Bentaha |
| **P2** | Bremer Institut für Produktion und Logistik (BIBA) | ✓ - Zied Gherairi<br>✓ -<br>✓ - |
| **P3** | Universidad NOVA de Lisboa (UNL) | ✓ -<br>✓ -<br>✓ - |
| **P4** | International Institute of Technology (IIT) | ✓ - Achraf Ammar<br>✓ -<br>✓ - |
| **P5** | Université de carthage (UCAR) | ✓ - Sabeur Elkosantini<br>✓ - Sonia Gabbouj<br>✓ - Rami B.H. Kacem |
| **P6** | Ecole Centrale de Casablanca (ECC) | ✓ - Saber Darmoul<br>✓ - Iman Makrouf<br>✓ - |
| **P7** | Université Ibn Tofail (UIT) | ✓ - Abdelmajid Elouadi<br>✓ - Jean Bosco  Nsekuye<br>✓ - Youssef Rochdi |

## Meeting To-Do Actions' List

| Action_ID | Related Task | Related Deliv. | Action Description | Assigned to |
|:---:|:---:|:---:|---|:---:|
| 1 | T1.4 | D1.4 | Revise the assignment of training activities to courses. In a first iteration, all courses related to MPQ should be kept. A refinement process will be applied later. | UCAR, IIT, UIT and ECC |
| 2 | T4.3 | D4.4 | Check if there is any expected events during 2022 organized by industrial organisation in Tunisia or Morocco | UCAR, IIT, UIT and ECC |
| 3 | | | | |
| 4 | | | | |
| 5 | | | | |

## Meeting Information List to share

| Infos_ID | Related Task | Related Deliv. | Information details | Shared with |
|---|---|---|---|---|
| 1 | T4.2 | D4.3 | Detailed programme of the visit to BIBA | All |
| 2 | | | | |
| 3 | | | | |
| 4 | | | | |
| 5 | | | | |

**619130-EPP-1-2020-1-FR-EPPKA2-CBHE-JP**

**Selection: 2020**

**KA2 –** Cooperation for innovation and the exchange of good practices –
**Capacity Building in the field of Higher Education**

## strENgtHening skills and training expertise for TunisiAN and MorocCan transition to industry 4.0 Era / ENHANCE

# Project Meeting Minutes

| | |
|---|---|
| **Minutes Identifier** | M2021_11_05 |
| **Minutes Release Date** | 05/11/2021 |
| **Meeting Date** | 05/11/2021 |
| **Meeting Time** | 10h00 to 12h00 CEST |
| **Minutes Taker** | Sabeur Elkosantini |
| **Venue** | WebEx |
| **Dissemination Level** | Private |

## Meeting Participants per Project Partners

|  | **Partners** | **Participants** |
|---|---|---|
| **P1** | Université Lumière Lyon 2 (ULL) | ✓ - Nejib Moalla<br>✓ - Aicha Seklouli<br>✓ -Jannik Laval<br>✓ - Mohand Lounes Bentaha |
| **P2** | Bremer Institut für Produktion und Logistik (BIBA) | ✓ - Zied Ghrairi<br>✓ -<br>✓ - |
| **P3** | Universidad NOVA de Lisboa (UNL) | ✓ -<br>✓ -<br>✓ - |
| **P4** | International Institute of Technology (IIT) | ✓ - Achraf Ammar<br>✓ -Rami Ben Haj Kacem<br>✓ - |
| **P5** | Université de carthage (UCAR) | ✓ - Sabeur Elkosantini<br>✓ -<br>✓ - |
| **P6** | Ecole Centrale de Casablanca (ECC) | ✓ -Saber Darmoul<br>✓ -<br>✓ - |
| **P7** | Université Ibn Tofail (UIT) | ✓ - Abdelmajid Elouadi<br>✓ -Youssef Rochdi<br>✓ -Hassan Mharzi |

## Meeting To-Do Actions' List

| Action_ID | Related Task | Related Deliv. | Action Description | Assigned to |
|---|---|---|---|---|
| 1 | T1.4 | D1.4 | Make a first selection of at least two courses per domain based on the analysis made on T1.4 | UCAR, IIT, ECC, UIT |
| 2 | T1.4 | D1.4 | Make a first list of technologies/equipment to buy for the project | ULL and UCAR |
| 3 | | | | |
| 4 | | | | |
| 5 | | | | |

## Meeting Information List to share

| Infos_ID | Related Task | Related Deliv. | Information details | Shared with |
|---|---|---|---|---|
| 1 | T1.4 | D1.4 | The result of the analysis made based on collected data (the assignment of activities to courses) | All |
| 2 | | | | |
| 3 | | | | |
| 4 | | | | |
| 5 | | | | |

**Enhance**
Maintenance – Production – Quality

**619130-EPP-1-2020-1-FR-EPPKA2-CBHE-JP**

**Selection: 2020**

**KA2 –** Cooperation for innovation and the exchange of good practices –
**Capacity Building in the field of Higher Education**

# strENgtHening skills and training expertise for TunisiAN and MoroCCan transition to industry 4.0 Era / ENHANCE

# Project Meeting Minutes

| | |
|---|---|
| **Minutes Identifier** | M2021_11_08 |
| **Minutes Release Date** | 08/11/2021 |
| **Meeting Date** | 012/11/2021 |
| **Meeting Time** | 09h00 to 17h00 CEST |
| **Minutes Taker** | Sabeur Elkosantini |
| **Venue** | Bremen |
| **Dissemination Level** | Private |

## Meeting Participants per Project Partners

| | **Partners** | **Participants** |
|---|---|---|
| **P1** | Université Lumière Lyon 2 (ULL) | ✓ -Nejib Moalla<br>✓ -Mohand Lounes Bentaha<br>✓ - |
| **P2** | Bremer Institut für Produktion und Logistik (BIBA) | ✓ -Zied Ghrairi<br>✓ -<br>✓ - |
| **P3** | Universidad NOVA de Lisboa (UNL) | ✓ - João Sarraipa<br>✓ -<br>✓ - |
| **P4** | International Institute of Technology (IIT) | ✓ - Achraf Ammar<br>✓ - Chafik Abid<br>✓ - Manel<br>✓ - Said Taktak |
| **P5** | Université de carthage (UCAR) | ✓ - Sabeur Elkosantini<br>✓ - Rami B.H. Kacem<br>✓ - Sonia Gabouj<br>✓ - Imed Zaiem |
| **P6** | Ecole Centrale de Casablanca (ECC) | ✓ - Saber Darmoul (remote)<br>✓ -<br>✓ - |
| **P7** | Université Ibn Tofail (UIT) | ✓ - Abdelmajid Elouadi<br>✓ - Youssef Rochdi<br>✓ - Hassan Mharzi |

## Meeting To-Do Actions' List

| Action_ID | Related Task | Related Deliv. | Action Description | Assigned to |
|:---:|:---:|:---:|---|:---:|
| 1 | T2.1 | D2.1 | Provide a detailed description of requested equipment for each PC partner | UCAR, IIT, UIT, ECC |
| 2 | T1.4 | T1.4 | Finalize the assignment of equipment to the different | UCAR, IIT, UIT, ECC |
| 3 | T1.3 | D1.3 | Update the learning framework considering comments provided during the meeting | UNL |
| 4 | T1.4 | D1.4 | Finalize the deliverable D1.4 | IIT |
| 5 | T1.6 | D1.6 | Send the template of creation of competence centers | ULL |
| 6 | T5.1 | D5.1 | Set the dates of all incoming travels till month 22. | Nejib Moalla and Sabeur Elkosantini |

## Meeting Information List to share

| Infos_ID | Related Task | Related Deliv. | Information details | Shared with |
|---|---|---|---|---|
| 1 | T1.4 | D1.4 | List of selected courses in D1.4 | All |
| 2 | | | | |
| 3 | | | | |
| 4 | | | | |
| 5 | | | | |

**619130-EPP-1-2020-1-FR-EPPKA2-CBHE-JP**

**Selection: 2020**

**KA2 –** Cooperation for innovation and the exchange of good practices –
**Capacity Building in the field of Higher Education**

# strENgtHening skills and training expertise for TunisiAN and MorocCan transition to industry 4.0 Era / ENHANCE

# Project Meeting Minutes

| Minutes Identifier | M2021_11_19 |
|---|---|
| Minutes Release Date | 19/11/2021 |
| Meeting Date | 19/11/2021 |
| Meeting Time | 9h00 to 10h00 CEST |
| Minutes Taker | Sabeur Elkosantini |
| Venue | Online |
| Dissemination Level | Private |

## Meeting Participants per Project Partners

| | Partners | Participants |
|---|---|---|
| **P1** | Université Lumière Lyon 2 (ULL) | ✓ -Nejib Moalla<br>✓ -Aicha Seklouli<br>✓ - Jannik Laval<br>✓ - Mohand Lounes Bentaha |
| **P2** | Bremer Institut für Produktion und Logistik (BIBA) | ✓ - Zied Ghrairi<br>✓ -<br>✓ - |
| **P3** | Universidad NOVA de Lisboa (UNL) | ✓ - João Sarraipa<br>✓ |
| **P4** | International Institute of Technology (IIT) | ✓ - Achraf Ammar<br>✓ |
| **P5** | Université de carthage (UCAR) | ✓ - Sabeur Elkosantini<br>✓ - Sonia Gabouj<br>✓ - Rami B.H. KAcem |
| **P6** | Ecole Centrale de Casablanca (ECC) | ✓ - Saber Darmoul<br>✓ -<br>✓ - |
| **P7** | Université Ibn Tofail (UIT) | ✓ - Youssef Rochdi (remote)<br>✓ - Hassan Mharzi (remote) |

## Meeting To-Do Actions' List

| Action_ID | Related Task | Related Deliv. | Action Description | Assigned to |
|-----------|--------------|----------------|--------------------|-------------|
| 1 | T1.4 | D1.4 | Provide the final list of courses for each PC partner that will upgraded. | UCAR, IIT, UIT and ECC |
| 2 | | | | |
| 3 | | | | |
| 4 | | | | |
| 5 | | | | |

## Meeting Information List to share

| Infos_ID | Related Task | Related Deliv. | Information details | Shared with |
|---|---|---|---|---|
| 1 | | | | |
| 2 | | | | |
| 3 | | | | |
| 4 | | | | |
| 5 | | | | |

**619130-EPP-1-2020-1-FR-EPPKA2-CBHE-JP**

**Selection: 2020**

**KA2 –** Cooperation for innovation and the exchange of good practices –
**Capacity Building in the field of Higher Education**

# strENgtHening skills and training expertise for TunisiAN and MorocCan transition to industry 4.0 Era / ENHANCE

# Project Meeting Minutes

| Minutes Identifier | M2021_11_22 |
|---|---|
| Minutes Release Date | 22/11/2021 |
| Meeting Date | 26/11/2021 |
| Meeting Time | 9h00 to 18h00 CEST |
| Minutes Taker | Sabeur Elkosantini |
| Venue | Sfax |
| Dissemination Level | Private |

## Meeting Participants per Project Partners

| | Partners | Participants |
|---|---|---|
| **P1** | Université Lumière Lyon 2 (ULL) | ✓ -Nejib Moalla<br>✓ -<br>✓ - |
| **P2** | Bremer Institut für Produktion und Logistik (BIBA) | ✓ -Zied Ghrairi<br>✓ -<br>✓ - |
| **P3** | Universidad NOVA de Lisboa (UNL) | ✓ - João Sarraipa<br>✓ - João Sousa<br>✓ - Majid Zamiri |
| **P4** | International Institute of Technology (IIT) | ✓ - Achraf Ammar<br>✓ - Said Taktak<br>✓ - Manel Dammak<br>✓ - Chafik Abid |
| **P5** | Université de carthage (UCAR) | ✓ - Sabeur Elkosantini<br>✓ - Sonia Gabouj |
| **P6** | Ecole Centrale de Casablanca (ECC) | ✓ - Saber Darmoul<br>✓ -<br>✓ - |
| **P7** | Université Ibn Tofail (UIT) | ✓ - Abdelmajid Elouadi<br>✓ - Youssef Rochdi (remote)<br>✓ - Hassan Mharzi (remote) |

## Meeting To-Do Actions' List

| Action_ID | Related Task | Related Deliv. | Action Description | Assigned to |
|-----------|--------------|----------------|--------------------|-------------|
| 1 | T1.3 | D1.3 | ▪ Revise the suggested learning framework considering the connection between skills and activities<br>▪ Suggest the outline of D1.3 | UNL |
| 2 | T1.6/T2.7 | D1.6/D2.7 | Each partner should prepare a proposition for the creation of the 4 competence centres | UCAR, IIT, UIT and ECC |
| 3 | T1.5 | D1.5 | Refine the final list of activities to develop for each of the targeted course of the program of the IIT | IIT |
| 4 | | | | ALL |
| 5 | | | | |

## Meeting Information List to share

| Infos_ID | Related Task | Related Deliv. | Information details | Shared with |
|---|---|---|---|---|
| 1 | T1.3 | D1.3 | Share the list of questions related to the of the first assessment step (adequacy evaluation) | All |
| 2 | T1.6 | D1.6 | Share the template of competence centre that will adopted to create the 4 competence centres | All |
| 3 | | | | |
| 4 | | | | |
| 5 | | | | |

**619130-EPP-1-2020-1-FR-EPPKA2-CBHE-JP**

**Selection: 2020**

**KA2 –** Cooperation for innovation and the exchange of good practices –
**Capacity Building in the field of Higher Education**

# strENgtHening skills and training expertise for TunisiAN and MorocCan transition to industry 4.0 Era / ENHANCE

# Project Meeting Minutes

| Minutes Identifier | M2021_11_22 |
|---|---|
| Minutes Release Date | 22/11/2021 |
| Meeting Date | 26/11/2021 |
| Meeting Time | 9h00 to 18h00 CEST |
| Minutes Taker | Sabeur Elkosantini |
| Venue | Sfax |
| Dissemination Level | Private |

## Meeting Participants per Project Partners

| | Partners | Participants |
|---|---|---|
| **P1** | Université Lumière Lyon 2 (ULL) | ✓ -Nejib Moalla<br>✓ -<br>✓ - |
| **P2** | Bremer Institut für Produktion und Logistik (BIBA) | ✓ -Zied Ghrairi<br>✓ -<br>✓ - |
| **P3** | Universidad NOVA de Lisboa (UNL) | ✓ - João Sarraipa<br>✓ - João Sousa<br>✓ - Majid Zamiri |
| **P4** | International Institute of Technology (IIT) | ✓ - Achraf Ammar<br>✓ - Said Taktak<br>✓ - Manel Dammak<br>✓ - Chafik Abid |
| **P5** | Université de carthage (UCAR) | ✓ - Sabeur Elkosantini<br>✓ - Sonia Gabouj |
| **P6** | Ecole Centrale de Casablanca (ECC) | ✓ - Saber Darmoul<br>✓ -<br>✓ - |
| **P7** | Université Ibn Tofail (UIT) | ✓ - Abdelmajid Elouadi<br>✓ - Youssef Rochdi (remote)<br>✓ - Hassan Mharzi (remote) |

## Meeting To-Do Actions' List

| Action_ID | Related Task | Related Deliv. | Action Description | Assigned to |
|-----------|--------------|----------------|--------------------|-------------|
| 1 | T1.3 | D1.3 | ▪ Revise the suggested learning framework considering the connection between skills and activities<br>▪ Suggest the outline of D1.3 | UNL |
| 2 | T1.6/T2.7 | D1.6/D2.7 | Each partner should prepare a proposition for the creation of the 4 competence centres | UCAR, IIT, UIT and ECC |
| 3 | T1.5 | D1.5 | Refine the final list of activities to develop for each of the targeted course of the program of the IIT | IIT |
| 4 | | | | ALL |
| 5 | | | | |

## Meeting Information List to share

| Infos_ID | Related Task | Related Deliv. | Information details | Shared with |
|----------|--------------|----------------|---------------------|-------------|
| 1 | T1.3 | D1.3 | Share the list of questions related to the of the first assessment step (adequacy evaluation) | All |
| 2 | T1.6 | D1.6 | Share the template of competence centre that will adopted to create the 4 competence centres | All |
| 3 | | | | |
| 4 | | | | |
| 5 | | | | |

**619130-EPP-1-2020-1-FR-EPPKA2-CBHE-JP**

**Selection: 2020**

**KA2 –** Cooperation for innovation and the exchange of good practices –
**Capacity Building in the field of Higher Education**

# strENgtHening skills and training expertise for TunisiAN and MorocCan transition to industry 4.0 Era / ENHANCE

# Project Meeting Minutes

| Minutes Identifier | M2021_12_22 |
|---|---|
| Minutes Release Date | 08/12/2021 |
| Meeting Date | 09/12/2021 |
| Meeting Time | 9h00 to 18h00 CEST |
| Minutes Taker | Sabeur Elkosantini |
| Venue | Online |
| Dissemination Level | Private |

## Meeting Participants per Project Partners

| | **Partners** | **Participants** |
|---|---|---|
| **P1** | Université Lumière Lyon 2 (ULL) | ✓  -Nejib Moalla<br>✓  -<br>✓  - |
| **P2** | Bremer Institut für Produktion und Logistik (BIBA) | ✓  -Zied Ghrairi<br>✓  -<br>✓  - |
| **P3** | Universidad NOVA de Lisboa (UNL) | ✓ |
| **P4** | International Institute of Technology (IIT) | ✓  - Achraf Ammar<br>✓  -<br>✓ |
| **P5** | Université de carthage (UCAR) | ✓  - Sabeur Elkosantini<br>✓ |
| **P6** | Ecole Centrale de Casablanca (ECC) | ✓  - Saber Darmoul<br>✓  -<br>✓  - |
| **P7** | Université Ibn Tofail (UIT) | ✓  - Abdelmajid Elouadi<br>✓  - Youssef Rochdi<br>✓  - Hassan Mharzi<br>✓  - Leila ElAbbadi |

## Meeting To-Do Actions' List

| Action_ID | Related Task | Related Deliv. | Action Description | Assigned to |
|:---:|:---:|:---:|---|:---:|
| 1 | T1.5 | D1.5 | Finalize the list of activities for the three programs of UIT | UIT |
| 2 | T2.1 | D2.1 | Assign the equipment requested by UIT to targeted activities | UIT |
| 3 | | | | |
| 4 | | | | |
| 5 | | | | |

## Meeting Information List to share

| Infos_ID | Related Task | Related Deliv. | Information details | Shared with |
|----------|--------------|----------------|---------------------|-------------|
| 1 | | | | |
| 2 | | | | |
| 3 | | | | |
| 4 | | | | |
| 5 | | | | |

**619130-EPP-1-2020-1-FR-EPPKA2-CBHE-JP**

**Selection: 2020**

**KA2 –** Cooperation for innovation and the exchange of good practices –
**Capacity Building in the field of Higher Education**

# strENgtHening skills and training expertise for TunisiAN and MorocCan transition to industry 4.0 Era / ENHANCE

# Project Meeting Minutes

| Minutes Identifier | M2022_01_10 |
|---|---|
| Minutes Release Date | 10/01/2022 |
| Meeting Date | 14/01/2022 |
| Meeting Time | 09h00 to 17h00 CEST |
| Minutes Taker | Sabeur Elkosantini |
| Venue | Tunis |
| Dissemination Level | Private |

## Meeting Participants per Project Partners

| | **Partners** | **Participants** |
|---|---|---|
| **P1** | Université Lumière Lyon 2 (ULL) | ✓ -Nejib Moalla<br>✓ - Aicha Seklouli (remotely) |
| **P2** | Bremer Institut für Produktion und Logistik (BIBA) | ✓ -Zied Ghrairi (remotely)<br>✓ -<br>✓ - |
| **P3** | Universidad NOVA de Lisboa (UNL) | ✓ - João Sarraipa<br>✓ -<br>✓ - |
| **P4** | International Institute of Technology (IIT) | ✓ - Achraf Ammar<br>✓ |
| **P5** | Université de carthage (UCAR) | ✓ - Sabeur Elkosantini<br>✓ - Rami B.H. Kacem<br>✓ - Sonia Gabouj<br>✓ |
| **P6** | Ecole Centrale de Casablanca (ECC) | ✓ - Saber Darmoul (remotely)<br>✓ -<br>✓ - |
| **P7** | Université Ibn Tofail (UIT) | ✓ - Abdelmajid Elouadi (remotely)<br>✓ - Youssef Rochdi (remotely)<br>✓ - Leila Elabadi |

## Meeting To-Do Actions' List

| Action_ID | Related Task | Related Deliv. | Action Description | Assigned to |
|---|---|---|---|---|
| 1 | T1.5/T2.1 | D1.5/D2.1 | Prepare the list of tasks for all selected activities | ALL |
| 2 | T1.6 | D1.6 | Update tables of D1.6 by adding the name of activities and the associated key enabled technologies | All |
| 3 | T1.6 | D1.6 | Define the list of competencies and past project for each of targeted DIH and CC | UCAR, IIT, ECC and UIT |
| 4 | T4.2 | D4.2 | Update project website  (DIH, deliverable, events) | ULL and UCAR |
| 5 | T4.6 | D4.6 | Prepare the publication strategy<br><br>Identify journals for the publication | ALL |
| 6 | | | | |

## Meeting Information List to share

| Infos_ID | Related Task | Related Deliv. | Information details | Shared with |
|---|---|---|---|---|
| 1 | T1.4 | D1.4 | List of approved activities in D1.4 | All |
| 2 | | | | |
| 3 | | | | |
| 4 | | | | |
| 5 | | | | |

**619130-EPP-1-2020-1-FR-EPPKA2-CBHE-JP**

**Selection: 2020**

**KA2 –** Cooperation for innovation and the exchange of good practices –
**Capacity Building in the field of Higher Education**

# strENgtHening skills and training expertise for TunisiAN and MorocCan transition to industry 4.0 Era / ENHANCE

# Project Meeting Minutes

| | |
|---|---|
| **Minutes Identifier** | M2022_01_21 |
| **Minutes Release Date** | 21/01/2022 |
| **Meeting Date** | 21/01/2022 |
| **Meeting Time** | 10h00 to 13h00 CEST |
| **Minutes Taker** | Sabeur Elkosantini |
| **Venue** | Online |
| **Dissemination Level** | Private |

## Meeting Participants per Project Partners

| | Partners | Participants |
|---|---|---|
| **P1** | Université Lumière Lyon 2 (ULL) | ✓ -Nejib Moalla<br>✓ - Mohand Lounes Bentaha |
| **P2** | Bremer Institut für Produktion und Logistik (BIBA) | ✓ - Zied Ghrairi<br>✓ -<br>✓ - |
| **P3** | Universidad NOVA de Lisboa (UNL) | ✓ -<br>✓ |
| **P4** | International Institute of Technology (IIT) | ✓ - Achraf Ammar<br>✓ |
| **P5** | Université de carthage (UCAR) | ✓ - Sabeur Elkosantini<br>✓ - Sonia Gabouj<br>✓ - Rami B.H. Kacem |
| **P6** | Ecole Centrale de Casablanca (ECC) | ✓ - Saber Darmoul<br>✓ - Khalid Dahi<br>✓ - Sabah Belil<br>✓ - Fouad Riane |
| **P7** | Université Ibn Tofail (UIT) | ✓ - Abelmajid Elouadi<br>✓ - Hassan Mharzi<br>✓ -Leila Elabadi |

## Meeting To-Do Actions' List

| Action_ID | Related Task | Related Deliv. | Action Description | Assigned to |
|---|---|---|---|---|
| 1 | T1.4 | D1.4 | Provide the final list of courses for each PC partner that will upgraded. | UCAR, IIT, UIT and ECC |
| 2 | | | | |
| 3 | | | | |
| 4 | | | | |
| 5 | | | | |

## Meeting Information List to share

| Infos_ID | Related Task | Related Deliv. | Information details | Shared with |
|---|---|---|---|---|
| 1 | | | | |
| 2 | | | | |
| 3 | | | | |
| 4 | | | | |
| 5 | | | | |

**619130-EPP-1-2020-1-FR-EPPKA2-CBHE-JP**

**Selection: 2020**

**KA2 –** Cooperation for innovation and the exchange of good practices –
**Capacity Building in the field of Higher Education**

# strENgtHening skills and training expertise for TunisiAN and MorocCan transition to industry 4.0 Era / ENHANCE

# Project Meeting Minutes

| Minutes Identifier | M2022_02_07 |
|---|---|
| Minutes Release Date | 07/02/2022 |
| Meeting Date | 11/02/2022 |
| Meeting Time | 09h00 to 17h00 CEST |
| Minutes Taker | Sabeur Elkosantini |
| Venue | Nabeul |
| Dissemination Level | Private |

## Meeting Participants per Project Partners

| | **Partners** | **Participants** |
|---|---|---|
| **P1** | Université Lumière Lyon 2 (ULL) | ✓ -Nejib Moalla<br>✓ - Mohand Lounes Bentaha (remotely)<br>✓ - Aicha Seklouli (remotely) |
| **P2** | Bremer Institut für Produktion und Logistik (BIBA) | ✓ -Zied Ghrairi (remotely)<br>✓ -<br>✓ - |
| **P3** | Universidad NOVA de Lisboa (UNL) | ✓ - João Sarraipa (remotely)<br>✓ -Majid Zamiri(remotely)<br>✓ - |
| **P4** | International Institute of Technology (IIT) | ✓ - Achraf Ammar<br>✓ |
| **P5** | Université de carthage (UCAR) | ✓ - Sabeur Elkosantini<br>✓ - Rami B.H. Kacem<br>✓ - Sonia Gabouj<br>✓ - Nadra Bouhli<br>✓ - Feiza ghzaiel |
| **P6** | Ecole Centrale de Casablanca (ECC) | ✓ - Saber Darmoul<br>✓ -<br>✓ - |
| **P7** | Université Ibn Tofail (UIT) | ✓ - Abdelmajid Elouadi (remotely)<br>✓ - Youssef Rochdi (remotely)<br>✓ - Mourad Ben Fares (remotely) |

## Meeting To-Do Actions' List

| Action_ID | Related Task | Related Deliv. | Action Description | Assigned to |
|-----------|--------------|----------------|--------------------|-------------|
| 1 | T2.2 | D2.2 | Provide slides of the activity "sensor network design" | BIBA |
| 2 | T2.2 | D2.2 | Complete remain tasks of the activity "MPred3" | ULL |
| 3 | T2.2 | D2.2 | Complete remain tasks of the activity "MPref11" | ECC |
| 4 | T2.3 | D2.3 | Complete remain tasks of the activity "PPS6" | UCAR |
| 5 | T2.3 | D2.3 | Add some student activities for the activity "PPS7" | UIT |
| 6 | T2.3 | D2.3 | Add some student activities for the activity "PPS8" | IIT |
| 7 | T2.3 | D2.3 | Provide the content for the activity "PIM4" | UNL |
| 7 | T2.4 | D2.4 | Add some student activities for the activity "QInC1" | ULL |
| 8 | T2.4 | D2.4 | Add some student activities for the activity "QInC4" | UIT |

## Meeting Information List to share

| Infos_ID | Related Task | Related Deliv. | Information details | Shared with |
|---|---|---|---|---|
| 1 | T2.2 | D2.2 | The content of the developed activities of Maintenance 4.0 | All |
| 2 | T2.3 | D2.3 | The content of the developed activities of Production 4.0 | All |
| 3 | T2.4 | D2.4 | The content of the developed activities of Quality 4.0 | All |
| 4 | | | | |
| 5 | | | | |

**619130-EPP-1-2020-1-FR-EPPKA2-CBHE-JP**

**Selection: 2020**

**KA2 –** Cooperation for innovation and the exchange of good practices –
**Capacity Building in the field of Higher Education**

# strENgtHening skills and training expertise for TunisiAN and MorocCan transition to industry 4.0 Era / ENHANCE

# Project Meeting Minutes

| Minutes Identifier | M2022_02_18 |
|---|---|
| Minutes Release Date | 18/02/2022 |
| Meeting Date | 18/02/2022 |
| Meeting Time | 10h00 to 13h00 CEST |
| Minutes Taker | Sabeur Elkosantini |
| Venue | Online |
| Dissemination Level | Private |

## Meeting Participants per Project Partners

| | Partners | Participants |
|---|---|---|
| **P1** | Université Lumière Lyon 2 (ULL) | ✓ -Nejib Moalla<br>✓ - Mohand Lounes Bentaha |
| **P2** | Bremer Institut für Produktion und Logistik (BIBA) | ✓ - Zied Ghrairi<br>✓ -<br>✓ - |
| **P3** | Universidad NOVA de Lisboa (UNL) | ✓ - Majid Zamiri<br>✓ - Joao Sarraipa |
| **P4** | International Institute of Technology (IIT) | ✓ - Achraf Ammar<br>✓ |
| **P5** | Université de carthage (UCAR) | ✓ - Sabeur Elkosantini<br>✓ - Sonia Gabouj<br>✓ - Rami B.H. Kacem<br>✓ |
| **P6** | Ecole Centrale de Casablanca (ECC) | ✓ |
| **P7** | Université Ibn Tofail (UIT) | ✓ - Abelmajid Elouadi<br>✓ - Youssef Rochdi |

## Meeting To-Do Actions' List

| Action_ID | Related Task | Related Deliv. | Action Description | Assigned to |
|---|---|---|---|---|
| 1 | T2.2 | D2.2 | Provide the content of the activities Sensor Network design and MPrev9 . | BIBA |
| 2 | T2.2 | D2.2 | Provide the content of the activities MPrev10 and MPred2 | ECC |
| 3 | T2.2 | D2.2 | Provide the content of the activity MPred9 | UNL |
| 4 | T2.3 | D2.3 | Provide the content of the activity PPM7 | IIT |
| 5 | T2.3 | D2.3 | Provide the content of the activities PPM9 and QQM9 | UCAR |
| 6 | T2.4 | D2.4 | Provide the content of the activity Integrated process improvement | UCAR |
| 7 | T2.4 | D2.4 | Provide the content of the activities QPmC7 and QQM3 | UIT |
| 8 | T2.4 | D2.4 | Provide the content of the activity QQM6 | IIT |
| 9 | T2.4 | D2.4 | Provide the content of the activity Prescriptive and adaptive decision | UNL |

## Meeting Information List to share

| Infos_ID | Related Task | Related Deliv. | Information details | Shared with |
|---|---|---|---|---|
| 1 | T2.2 | D2.2 | The suggested tasks for the activities of the course "Integrated maintenance planning", part of the pilot 1 Maintenance 4.0 | ALL |
| 2 | T2.3 | D2.3 | The suggested tasks for the activities of the course "Factory 4.0 : Concepts, techniques, and application", part of the pilot 2 Production 4.0 | ALL |
| 3 | T2.4 | D2.4 | The suggested tasks for the activities of the course "QC analytics for Zero defect manufacturing ", part of the pilot 3 Quality 4.0 | ALL |
| 4 | | | | |
| 5 | | | | |

**619130-EPP-1-2020-1-FR-EPPKA2-CBHE-JP**

**Selection: 2020**

**KA2 –** Cooperation for innovation and the exchange of good practices – **Capacity Building in the field of Higher Education**

# strENgtHening skills and training expertise for TunisiAN and MorocCan transition to industry 4.0 Era / ENHANCE

# Project Meeting Minutes

| Minutes Identifier | M2022_02_18 |
|---|---|
| Minutes Release Date | 18/02/2022 |
| Meeting Date | 18/02/2022 |
| Meeting Time | 10h00 to 13h00 CEST |
| Minutes Taker | Sabeur Elkosantini |
| Venue | Online |
| Dissemination Level | Private |

## Meeting Participants per Project Partners

| | Partners | Participants |
|---|---|---|
| **P1** | Université Lumière Lyon 2 (ULL) | ✓ -Nejib Moalla<br>✓ - Aicha Seklouli |
| **P2** | Bremer Institut für Produktion und Logistik (BIBA) | ✓ - Zied Ghrairi<br>✓ -<br>✓ - |
| **P3** | Universidad NOVA de Lisboa (UNL) | ✓ - Joao Sarraipa<br>✓ - Joao Sousa (remote)<br>✓ - Artem Nazarenko (remote) |
| **P4** | International Institute of Technology (IIT) | ✓ - Achraf Ammar<br>✓ - Taoufik ben Abdallah |
| **P5** | Université de carthage (UCAR) | ✓ - Sabeur Elkosantini<br>✓ - Sonia Gabouj |
| **P6** | Ecole Centrale de Casablanca (ECC) | ✓ - Saber Darmoul |
| **P7** | Université Ibn Tofail (UIT) | ✓ - Abelmajid Elouadi<br>✓ - Youssef Rochdi<br>✓ - Leila Abbadi<br>✓ - Hassan Mharsi<br>✓ -Fatma-Ezzahra Slimani |

## Meeting To-Do Actions' List

| Action_ID | Related Task | Related Deliv. | Action Description | Assigned to |
|:---:|:---:|:---:|:---|:---:|
| 1 | T2.2 | D2.2 | Provide the content of the activity MPrev9 . | BIBA |
| 2 | T2.2 | D2.2 | Provide the content of the activity MPrev10 | ECC |
| 3 | T2.2 | D2.2 | Revise the content of all activities assigned to UNL | UNL |
| 5 | T2.3 | D2.3 | Revise and fuse the content of the activities QQM9 proposed by UCAR and UIT | UCAR and UIT |
| 6 | T2.4 | D2.4 | Provide the content of the activity "QC model design" | ULL |

## Meeting Information List to share

| Infos_ID | Related Task | Related Deliv. | Information details | Shared with |
|---|---|---|---|---|
| 1 | | | | |
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| 3 | | | | |
| 4 | | | | |
| 5 | | | | |

**619130-EPP-1-2020-1-FR-EPPKA2-CBHE-JP**

**Selection: 2020**

**KA2 –** Cooperation for innovation and the exchange of good practices –
**Capacity Building in the field of Higher Education**

# strENgtHening skills and training expertise for TunisiAN and MorocCan transition to industry 4.0 Era / ENHANCE

# Project Meeting Minutes

| Minutes Identifier | M2022_04_04 |
|---|---|
| Minutes Release Date | 04/04/2022 |
| Meeting Date | 08/04/2022 |
| Meeting Time | 9am to 5pm |
| Minutes Taker | Sabeur Elkosantini |
| Venue | Online |
| Dissemination Level | Private |

## Meeting Participants per Project Partners

| | **Partners** | **Participants** |
|---|---|---|
| **P1** | Université Lumière Lyon 2 (ULL) | ✓ -Nejib Moalla<br>✓ - Mohand Lounes Bentaha (Remotely) |
| **P2** | Bremer Institut für Produktion und Logistik (BIBA) | ✓ - Zied Ghrairi<br>✓ -<br>✓ - |
| **P3** | Universidad NOVA de Lisboa (UNL) | ✓ - Joao Sarraipa(remote)<br>✓ - Joao Sousa (remote)<br>✓ - Artem Nazarenko (remote) |
| **P4** | International Institute of Technology (IIT) | ✓ - Achraf Ammar<br>✓ - Faten Baklouti<br>✓ - Hela Bouaziz |
| **P5** | Université de carthage (UCAR) | ✓ - Sabeur Elkosantini<br>✓ - Sonia Gabouj<br>✓ - Sonia Ghzaeil<br>✓ - Rami B.H. Kacem |
| **P6** | Ecole Centrale de Casablanca (ECC) | ✓ - Saber Darmoul |
| **P7** | Université Ibn Tofail (UIT) | ✓ - Abelmajid Elouadi<br>✓ - Youssef Rochdi<br>✓ - Leila Abbadi<br>✓ - Hassan Mharsi |

## Meeting To-Do Actions' List

| Action_ID | Related Task | Related Deliv. | Action Description | Assigned to |
|-----------|--------------|----------------|-------------------|-------------|
| 1 | | | | |
| 2 | | | | |
| 3 | | | | |
| 5 | | | | |
| 6 | | | | |

## Meeting Information List to share

| Infos_ID | Related Task | Related Deliv. | Information details | Shared with |
|----------|--------------|----------------|---------------------|-------------|
| 1 | T2.2, T2.3 and T2.4 | D2.2, D2.3 and D2.4 | Documentation for the assets presented by UNL and related to ZDNP | UNL |
| 2 | | | | |
| 3 | | | | |
| 4 | | | | |
| 5 | | | | |

**619130-EPP-1-2020-1-FR-EPPKA2-CBHE-JP**

**Selection: 2020**

**KA2 –** Cooperation for innovation and the exchange of good practices –
**Capacity Building in the field of Higher Education**

# strENgtHening skills and training expertise for TunisiAN and MorocCan transition to industry 4.0 Era / ENHANCE

# Project Meeting Minutes

| | |
|---|---|
| **Minutes Identifier** | **M2022_04_22** |
| **Minutes Release Date** | **22/04/2022** |
| **Meeting Date** | **22/04/2022** |
| **Meeting Time** | **10h00 to 13h00 CEST** |
| **Minutes Taker** | **Sabeur Elkosantini** |
| **Venue** | **Online** |
| **Dissemination Level** | **Private** |

## Meeting Participants per Project Partners

| | **Partners** | **Participants** |
|---|---|---|
| **P1** | Université Lumière Lyon 2 (ULL) | ✓ -Nejib Moalla<br>✓ - Aicha Seklouli |
| **P2** | Bremer Institut für Produktion und Logistik (BIBA) | ✓ - Zied Ghrairi |
| **P3** | Universidad NOVA de Lisboa (UNL) | ✓ - Artem Nazareko<br>✓ - Joao Sarraipa |
| **P4** | International Institute of Technology (IIT) | ✓ - Achraf Ammar<br>✓ |
| **P5** | Université de carthage (UCAR) | ✓ - Sabeur Elkosantini<br>✓ - Sonia Gabouj<br>✓ - Rami B.H. Kacem<br>✓ |
| **P6** | Ecole Centrale de Casablanca (ECC) | ✓ - Saber Darmoul |
| **P7** | Université Ibn Tofail (UIT) | ✓ - Abelmajid Elouadi<br>✓ - Youssef Rochdi<br>✓ - Hassan Mharzi |

## Meeting To-Do Actions' List

| Action_ID | Related Task | Related Deliv. | Action Description | Assigned to |
|---|---|---|---|---|
| 1 | T2.2 | D2.2 | Complete the requested duration for each actvity | IIT |
| 2 | T2.3 | D2.3 | Complete the requested duration for each activity | IIT |
| 3 | T2.4 | D2.4 | Complete the requested duration for each actvity | IIT |
| 4 | T2.2 | D2.2 | Complete the requested maintenance activities and their duration for the next TT | UIT |
| 5 | T2.3 | D2.3 | Complete the requested production activities and their duration for the next TT | UIT |
| 6 | T2.4 | D2.4 | Complete the requested quality activities and their duration for the next TT | UIT |

## Meeting Information List to share

| Infos_ID | Related Task | Related Deliv. | Information details | Shared with |
|----------|--------------|----------------|---------------------|-------------|
| 1 | T2.2 | D2.2 | The maintenance activities for training session selected by IIT | ALL |
| 2 | T2.3 | D2.3 | The production activities for training session selected by IIT | ALL |
| 3 | T2.4 | D2.4 | The quality activities for training session selected by IIT | ALL |
| 4 | T3.3 | D3.3 | The list of external reviewers | All |

**619130-EPP-1-2020-1-FR-EPPKA2-CBHE-JP**

**Selection: 2020**

**KA2 –** Cooperation for innovation and the exchange of good practices –
**Capacity Building in the field of Higher Education**

# strENgtHening skills and training expertise for TunisiAN and MorocCan transition to industry 4.0 Era / ENHANCE

# Project Meeting Minutes

| Minutes Identifier | M2022_04_28 |
|---|---|
| Minutes Release Date | 27/04/2022 |
| Meeting Date | 29/04/2022 |
| Meeting Time | 9h00 to 17h00 CEST |
| Minutes Taker | Sabeur Elkosantini |
| Venue | UNINOVA |
| Dissemination Level | Private |

## Meeting Participants per Project Partners

| | Partners | Participants |
|---|---|---|
| **P1** | Université Lumière Lyon 2 (ULL) | ✓ -Nejib Moalla |
| **P2** | Bremer Institut für Produktion und Logistik (BIBA) | |
| **P3** | Universidad NOVA de Lisboa (UNL) | ✓ - Majid Zamiri |
| **P4** | International Institute of Technology (IIT) | ✓ |
| **P5** | Université de carthage (UCAR) | ✓ - Sabeur Elkosantini<br>✓ |
| **P6** | Ecole Centrale de Casablanca (ECC) | ✓ |
| **P7** | Université Ibn Tofail (UIT) | ✓ - Abelmajid Elouadi |

## Meeting To-Do Actions' List

| Action_ID | Related Task | Related Deliv. | Action Description | Assigned to |
|---|---|---|---|---|
| 1 | | | Presentation of Shyfte project | Yacine Ouzrout (coordinator of Shyfte) |
| 2 | | | Presentation of ENHANCE | Nejib Moalla |
| 3 | | | Presentation of activities | Nejib Moalla |
| 4 | | | Presentation of the gap analysis (D1.2) | Sabeur Elkosantini |
| 5 | | | Presentation of courses and learning framework of shyfte | Yacine Ouzrout |
| 6 | | | Discussing how and what courses/activities may be shared. | All |
| | | | Discuss the opportunity to organize a common seminar between ENHANCE and Shyfte next July to present some selected activities developed by both projects | |

## Meeting Information List to share

| Infos_ID | Related Task | Related Deliv. | Information details | Shared with |
|----------|--------------|----------------|---------------------|-------------|
| 1 |  |  |  |  |
| 2 |  |  |  |  |
| 3 |  |  |  |  |
| 4 |  |  |  |  |

**619130-EPP-1-2020-1-FR-EPPKA2-CBHE-JP**

**Selection: 2020**

**KA2 –** Cooperation for innovation and the exchange of good practices –
**Capacity Building in the field of Higher Education**

# strENgtHening skills and training expertise for TunisiAN and MorocCan transition to industry 4.0 Era / ENHANCE

# Project Meeting Minutes

| Minutes Identifier | M2022_05_10 |
|---|---|
| Minutes Release Date | 10/05/2022 |
| Meeting Date | 10/05/2022 |
| Meeting Time | 15h00 to 18h00 CEST |
| Minutes Taker | Sabeur Elkosantini |
| Venue | Online |
| Dissemination Level | Private |

## Meeting Participants per Project Partners

| | Partners | Participants |
|---|---|---|
| **P1** | Université Lumière Lyon 2 (ULL) | ✓ -Nejib Moalla |
| **P2** | Bremer Institut für Produktion und Logistik (BIBA) | ✓ - Zied Ghrairi <br> ✓ - <br> ✓ - |
| **P3** | Universidad NOVA de Lisboa (UNL) | ✓ - Artem Nazarenko <br> ✓ - Joao Sousa |
| **P4** | International Institute of Technology (IIT) | ✓ - Achraf Ammar <br> ✓ |
| **P5** | Université de carthage (UCAR) | ✓ - Sabeur Elkosantini <br> ✓ - Sonia Gabouj |
| **P6** | Ecole Centrale de Casablanca (ECC) | ✓ - |
| **P7** | Université Ibn Tofail (UIT) | ✓ - Abelmajid Elouadi <br> ✓ - Youssef Rochdi <br> ✓ - Hassan Mharzi <br> ✓ - Leila el Abbadi |

## Meeting To-Do Actions' List

| Action_ID | Related Task | Related Deliv. | Action Description | Assigned to |
|---|---|---|---|---|
| 1 | T2.2 | D2.2 | Finalize the list of participants for the TT of IIT and Kenitra | All |
| 2 | T2.3 | D2.3 | Finalize the list of participants for the TT of IIT and Kenitra | All |
| 3 | T2.4 | D2.4 | Finalize the list of participants for the TT of IIT and Kenitra | All |
| 4 | T3.1 | D3.1 | Approving the names suggested external reviewers | All |
| 5 | | | | |
| 6 | | | | |
| 7 | | | | |
| 8 | | | | |
| 9 | | | | |

## Meeting Information List to share

| Infos_ID | Related Task | Related Deliv. | Information details | Shared with |
|---|---|---|---|---|
| 1 | T2.2 | D2.2 | | |
| 2 | T2.3 | D2.3 | The program of the TT of IIT | All |
| 3 | T2.4 | D2.4 | | |
| 4 | | | | |
| 5 | | | | |

**619130-EPP-1-2020-1-FR-EPPKA2-CBHE-JP**

**Selection: 2020**

**KA2 –** Cooperation for innovation and the exchange of good practices –
**Capacity Building in the field of Higher Education**

# strENgtHening skills and training expertise for TunisiAN and MorocCan transition to industry 4.0 Era / ENHANCE

# Project Meeting Minutes

| Minutes Identifier | M2022_05_16 |
|---|---|
| Minutes Release Date | 16/05/2022 |
| Meeting Date | 27/04/2022 |
| Meeting Time | 9am to 5 pm |
| Minutes Taker | Sabeur Elkosantini |
| Venue | IIT |
| Dissemination Level | Private |

# Meeting Participants per Project Partners

|    | Partners | Participants |
|----|----------|--------------|
| **P1** | Université Lumière Lyon 2 (ULL) | ✓ -Nejib Moalla<br>✓ - Mohand Lounes Bentaha |
| **P2** | Bremer Institut für Produktion und Logistik (BIBA) | ✓ - Zied Ghrairi<br>✓ -<br>✓ - |
| **P3** | Universidad NOVA de Lisboa (UNL) | ✓ - Joao Sarraipa(remote)<br>✓ - Joao Sousa<br>✓ - Artem Nazarenko (remote) |
| **P4** | International Institute of Technology (IIT) | ✓ - Achraf Ammar<br>✓ - Faten Baklouti<br>✓ - Hela Bouaziz<br>✓ - Manel Dammak |
| **P5** | Université de Carthage (UCAR) | ✓ - Sabeur Elkosantini<br>✓ - Sonia Gabouj<br>✓ - Sonia Ghzaeil<br>✓ - Rami B.H. Kacem |
| **P6** | Ecole Centrale de Casablanca (ECC) | ✓ - Saber Darmoul (Remotely)<br>✓ - Ali Attajer (Remotely) |
| **P7** | Université Ibn Tofail (UIT) | ✓ - Abelmajid Elouadi<br>✓ - Youssef Rochdi (Remotely)<br>✓ - Leila Abbadi<br>✓ - Hassan Mharsi (Remotely) |

# Meeting To-Do Actions' List

| Action_ID | Related Task | Related Deliv. | Action Description | Assigned to |
|-----------|--------------|----------------|--------------------|-------------|
| 1 | T2.4 | D2.4 | Sensors sensitivity analysis: digital, analogical (use case) | ULL |
| 2 | T2.3 | D2.3 | distributed / digital control systems (use case) | ECC |
| 3 | T2.4 | D2.4 | Non-Conformities Root Cause Analysis and Quality gates design | ULL |
| 5 | T2.3 | D2.3 | KPIs, Dashboarding and Reporting | UCAR |
| 6 | T2.3 | D2.3 | Value Stream Mapping in Industry 4.0 | UCAR |
| 7 | T2.3 | D2.3 | Design and development of smart Production Planning/Scheduling systems and processes | UCAR |
| 8 | T2.3 | D2.3 | Planning and scheduling techniques and approaches in industry 4.0 and cloud manufacturing | UIT |
| 9 | T2.2 | D2.2 | Industry 4.0 Asset & Maintenance Management Systems | ECC |
| 10 | T2.3 | D2.3 | Emerging uses of smart technologies for production planning and scheduling (use case) | IIT |
| 11 | T2.4 | D2.4 | Quality Control model design | ULL |
| 12 | T2.4 | D2.4 | Business process management –VSM (Use Case) | UIT |
| 13 | T2.2 | D2.2 | Downtime forecast and optimal maintenance planning | UNL |
| 14 | T2.3 | D2.3 | Big data and predictive inventory analytics | UNL |
| 15 | T2.2 | D2.2 | Maintenance planning and scheduling in Industry 4.0 contexts | BIBA |
| 16 | T4.5 | D4.5 | Workshop "Industry 4.0" | ALL |
| 17 | T2.2 | D2.2 | Failure Modes, Effects & Criticality Analysis (FMECA) in Smart Maintenance 4.0 context | ULL |
| 18 | T2.3 | D2.3 | Develop/use predictive models and algorithms (use case) | ULL |
| 19 | T2.3 | D2.3 | IoT/CPS development, integration, Interoperability, visibility, connectivity (use case) | BIBA |

## Meeting Information List to share

| Infos_ID | Related Task | Related Deliv. | Information details | Shared with |
|----------|--------------|----------------|---------------------|-------------|
| 1        |              |                |                     |             |
| 2        |              |                |                     |             |
| 3        |              |                |                     |             |
| 4        |              |                |                     |             |
| 5        |              |                |                     |             |

**619130-EPP-1-2020-1-FR-EPPKA2-CBHE-JP**

**Selection: 2020**

**KA2 –** Cooperation for innovation and the exchange of good practices –
**Capacity Building in the field of Higher Education**

# strENgtHening skills and training expertise for TunisiAN and MorocCan transition to industry 4.0 Era / ENHANCE

# Project Meeting Minutes

| Minutes Identifier | M2022_07_18 |
|---|---|
| Minutes Release Date | 18/07/2022 |
| Meeting Date | 29/07/2022 |
| Meeting Time | 9am to 5 pm |
| Minutes Taker | Sabeur Elkosantini |
| Venue | UIT |
| Dissemination Level | Private |

# Meeting Participants per Project Partners

|    | Partners | Participants |
|----|----------|--------------|
| **P1** | Université Lumière Lyon 2 (ULL) | ✓ -Nejib Moalla<br>✓ - Mohand Lounes Bentaha (remotely) |
| **P2** | Bremer Institut für Produktion und Logistik (BIBA) | ✓ - Zied Ghrairi<br>✓ -<br>✓ - |
| **P3** | Universidad NOVA de Lisboa (UNL) | ✓ -<br>✓ |
| **P4** | International Institute of Technology (IIT) | ✓ - Achraf Ammar<br>✓ -<br>✓ |
| **P5** | Université de Carthage (UCAR) | ✓ - Sabeur Elkosantini<br>✓ - Sonia Gabouj<br>✓ - Sonia Ghzaeil (remotely)<br>✓ - Rami B.H. Kacem (remotely) |
| **P6** | Ecole Centrale de Casablanca (ECC) | ✓ - Saber Darmoul |
| **P7** | Université Ibn Tofail (UIT) | ✓ - Abelmajid Elouadi<br>✓ - Youssef Rochdi<br>✓ - Leila Abbadi<br>✓ - Hassan Mharsi |

## Meeting To-Do Actions' List

| Action_ID | Related Task | Related Deliv. | Action Description | Assigned to |
|---|---|---|---|---|
| 1 | T2.2 | D2.2 | Present the course "Contributions of Smart Maintenance 4.0 to Energy Management & Energy Efficiency of Industry 4.0 Assets" | ECC |
| 2 | T2.4 | D2.4 | Present the course "Business process management -VSM" | UIT |
| 3 | T2.4 | D2.4 | Present the course "Automated Value Stream Mapping" | UCAR |
| 5 | T2.3 | D2.3 | Present the course "KPIs, Dashboarding and Reporting" | UCAR |
| 6 | T2.2 | D2.2 | Present the course "Maintenance planning and scheduling in Industry 4.0 contexts" | BIBA |
| 7 | T2.2 | D2.2 | Present the course "Develop/use predictive models and algorithms" | ULL |
| 8 | T2.3 | D2.3 | | |
| 9 | T2.2 | D2.2 | | |
| 10 | T2.3 | D2.3 | | |
| 11 | T2.4 | D2.4 | | |
| 12 | T2.4 | D2.4 | | |
| 13 | T2.2 | D2.2 | | |
| 14 | T2.3 | D2.3 | | |
| 15 | T2.2 | D2.2 | | |
| 16 | T4.5 | D4.5 | | |
| 17 | T2.2 | D2.2 | | |
| 18 | T2.3 | D2.3 | | |
| 19 | T2.3 | D2.3 | | |

## Meeting Information List to share

| Infos_ID | Related Task | Related Deliv. | Information details | Shared with |
|----------|--------------|----------------|---------------------|-------------|
| 1 | T2.2 | D2.2 | Revised training materiel of the course "Contributions of Smart Maintenance 4.0 to Energy Management & Energy Efficiency of Industry 4.0 Assets" | All |
| 2 | T2.4 | D2.4 | Revised training materiel of the course "Business process management -VSM" | All |
| 3 | T2.4 | D2.4 | Revised training materiel of the course "Automated Value Stream Mapping" | All |
| 4 | T2.3 | D2.3 | Revised training materiel of the course "KPIs, Dashboarding and Reporting" | All |
| 5 | T2.2 | D2.2 | Revised training materiel of the course "Maintenance planning and scheduling in Industry 4.0 contexts" | All |
|   | T2.2 | D2.2 | Revised training materiel of the course "Develop/use predictive models and algorithms" | All |

**619130-EPP-1-2020-1-FR-EPPKA2-CBHE-JP**

**Selection: 2020**

**KA2 –** Cooperation for innovation and the exchange of good practices –
**Capacity Building in the field of Higher Education**

# strENgtHening skills and training expertise for TunisiAN and MorocCan transition to industry 4.0 Era / ENHANCE

# Project Meeting Minutes

| Minutes Identifier | M2022_09_12 |
|---|---|
| Minutes Release Date | 12/09/2022 |
| Meeting Date | 17/09/2022 |
| Meeting Time | 9am – 5pm |
| Minutes Taker | Sabeur Elkosantini |
| Venue | UNL |
| Dissemination Level | Private |

## Meeting Participants per Project Partners

| | **Partners** | **Participants** |
|---|---|---|
| **P1** | Université Lumière Lyon 2 (ULL) | ✓ -Nejib Moalla<br>✓ - Mohand Lounes Bentaha (remotely) |
| **P2** | Bremer Institut für Produktion und Logistik (BIBA) | ✓ - Zied Ghrairi<br>✓ -<br>✓ - |
| **P3** | Universidad NOVA de Lisboa (UNL) | ✓ - Joao Saraipa<br>✓ - Majid Zamiri<br>✓ |
| **P4** | International Institute of Technology (IIT) | ✓ - Achraf Ammar<br>✓ -<br>✓ |
| **P5** | Université de Carthage (UCAR) | ✓ - Sabeur Elkosantini<br>✓ - Sonia Gabouj<br>✓ |
| **P6** | Ecole Centrale de Casablanca (ECC) | ✓ - Saber Darmoul (remotely) |
| **P7** | Université Ibn Tofail (UIT) | ✓ - Abelmajid Elouadi<br>✓ - Youssef Rochdi<br>✓ - Hassan Mharzi |

## Meeting To-Do Actions' List

| Action_ID | Related Task | Related Deliv. | Action Description | Assigned to |
|-----------|--------------|----------------|--------------------|-------------|
| 1 | All | All | Final check of all deliverables before submitting | All |
| 2 | All | All | Final checking of all internal reviewing reports to be submitted | All |
| 3 | All | All | Final checking of all external reviewing reports to be submitted | All |
| 4 | All | All | Discuss and finalize all sections of the technical report | All |
| 5 | All | All | Discuss and finalize the financial report | All |
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# Meeting Information List to share

| Infos_ID | Related Task | Related Deliv. | Information details | Shared with |
|---|---|---|---|---|
| 1 | All | All | Final versions of all deliverables | All |
| | All | All | Final versions of all reviewing reports | All |
| | All | All | Final versions of all external reviewing reports | All |
| | All | All | Final versions of the technical report | All |
| | All | All | Final versions of the financial report | All |
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