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

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Deliverable Date	M41 – 14/06/2024
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Title	Meetings report
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Authors	Sabeur Elkosantini and Rami B.H. Kacem
Contributors	All partners
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Version History

Version	Date	Description	Edited by
1.0	08/02/2021	Initial Version	Sabeur Elkosantini
1.1		Draft for Consortium sharing	Sabeur Elkosantini and Rami B. H. Kacem
1.2		Final Draft with integration of comments from reviewers	Sabeur Elkosantini
1.3	05/01/2024	Final Version	Sabeur Elkosantini
1.4	14/06/2024	Submitted to the commission	Sabeur Elkosantini

Executive Summary

The purpose of this document is present the different meeting minutes of the project.

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1. ENHANCE project Overview

ENHANCE - strENgtHening skills and training expertise for TunisiAN and MorroCan transition to industry 4.0 Era – is a 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 and 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.
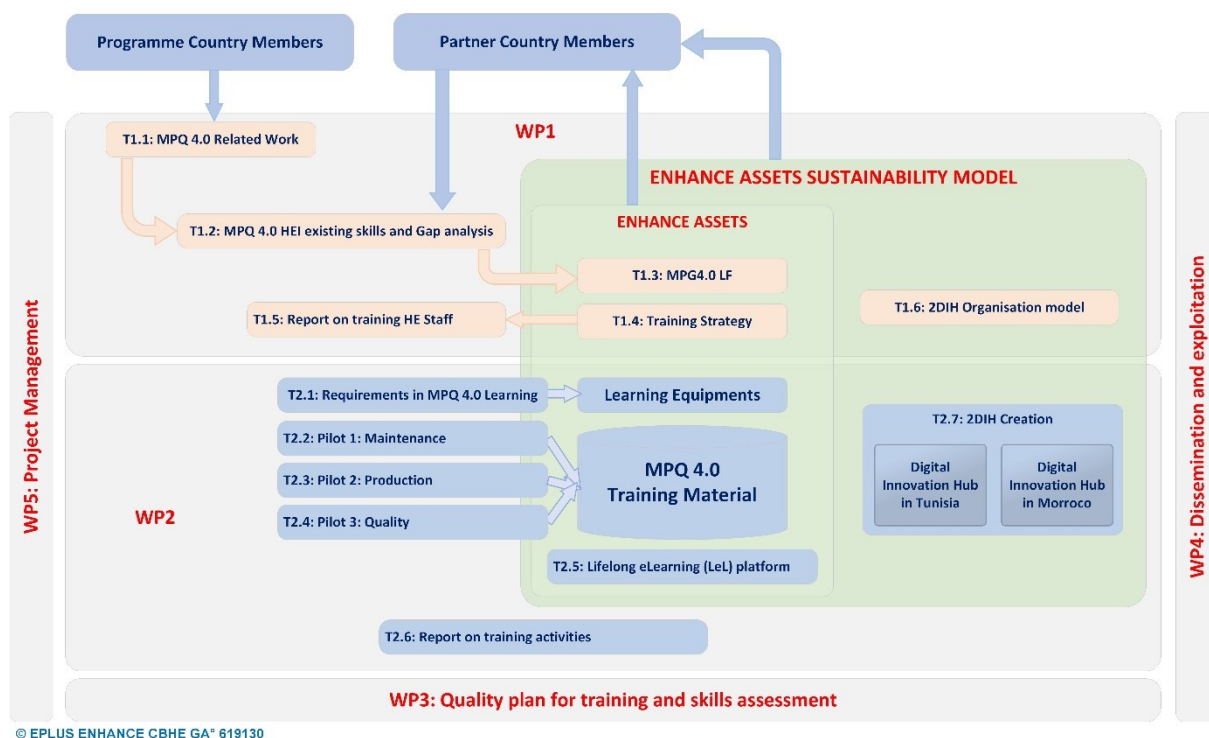
Figure 1 - ENHANCE Project Organisation

The ENHANCE project focuses on building new MPQ training capacities at Higher Education institutions 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 DIHs, 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 competitiveness 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 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 meetings 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 2 and table 1, 23 online regular meetings (including the Kick-Off meeting) and 21 physical plenary meetings (including 4 sessions for "train the trainers", and 4 sessions for "train industrials sessions") were organized.
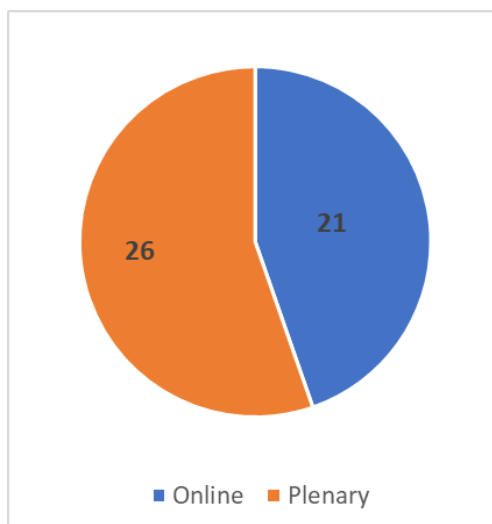
Figure 2: Number of meetings

Table 1 presents the list of all meetings of the project. As it is highlighted in the table, only online meetings were organised during the first year of the project dure to the COVID pandemic. Starting from the meeting of Bremen organized from 08-12/11, physical plenary meeting have started.

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	
Train the trainer session	16-27/05/2022	IIT – Sfax – Tunisia

Type	Date	Location (if not online)
Train the trainer session	18-29/07/2022	UIT – Kenitra – Morocco
Physical plenary meeting	12-16/09/2022	UNL – Lisbon – Portugal
Train the trainer session	12-23/12/2023	UCAR – Nabeul/Tunis - Tunisia
Physical plenary meeting	16-20/01/2023	ULL – Lyon - France
Physical plenary meeting	20-24/02/2023	UCAR – Nabeul - Tunisia
Train the trainer session	06-17/03/2023	ECC – Casablanca - Morocco
Train the industrials session	08-12/05/2023	ECC – Casablanca - Morocco
Train the industrials session	15-19/05/2023	UIT – Kenitra – Morocco
Physical plenary meeting	30/05 – 02/06/2023	BIBA – Bremen - Germany
Train the industrials session	02/06/10/2023	IIT – Sfax – Tunisia
Physical plenary meeting	13-17/11/2023	UNL – Lisbon – Portugal
Train the industrials and administrative staff session	27/11 – 01/12/2023	UCAR – Nabeul - Tunisia
Physical plenary meeting	18-22/12/2023	BIBA – Bremen - Germany
Train the trainers' session	12-15/02/2024	UCAR-IIT - Tunisia
Train the trainers' session	06-09/05/2024	UIT - Morocco
Physical plenary meeting	05-07/06/2024	ULL - France

From the table, we can note also that many online meetings were organized between Physical plenary meetings. Their objective is to prepare next meetings and as well discuss the content that will be developed and presented in next meetings. The details of the meetings minutes are presented in the appendix

4. Conclusion

This document presented the organized project meetings as well as their minutes.

5. Appendix: list of 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 ✓ -Mohand Lounes Bentaha ✓ -Aicha Seklouli
P2	Bremer Institut für Produktion und Logistik (BIBA)	✓ -Zied Ghrairi ✓ - ✓ -
P3	Universidade NOVA de Lisboa (UNL)	✓ - João Sarraipa ✓ - ✓ -
P4	International Institute of Technology (IIT)	✓ - Achraf Ammar ✓ - Chafik Abid ✓
P5	Université de carthage (UCAR)	✓ - Sabeur Elkosantini ✓ - Rami B.H. Kacem ✓ - Sonia Gabouj ✓ - Imed Zaiem
P6	Ecole Centrale de Casablanca (ECC)	✓ - Saber Darmoul ✓ - ✓ -
P7	Université Ibn Tofail (UIT)	✓ - Abdelmajid Elouadi ✓ - Youssef Rochdi ✓ - Hassan Mharzi ✓ - 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				

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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 ✓ Néjib Moalla ✓ Jannik Laval
P2	Bremer Institut für Produktion und Logistik (BIBA)	✓ Zied Ghrairi ✓ ✓
P3	Universidad NOVA de Lisboa (UNL)	✓ Joao Sarraipa ✓ ✓
P4	International Institute of Technology (IIT)	✓ Taktak Said ✓ Hanen Trabelsi ✓ Achraf Ammar
P5	Université de Carthage (UCAR)	✓ Sabeur Elkosantini ✓ Sonia Gabouj ✓ Rami Ben Haj Kacem
P6	Ecole Centrale de Casablanca (ECC)	✓ Saber Darmoul ✓ ✓
P7	Université Ibn Tofail (UIT)	✓ Hassan Mharzi ✓ Abdelmajid Elouadi ✓ 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				

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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 ✓ -Mohand-Lounes Bentaha ✓ -
P2	Bremer Institut für Produktion und Logistik (BIBA)	✓ -Zied Ghrairi ✓ - ✓ -
P3	Universidad NOVA de Lisboa (UNL)	✓ -Joao Sarraipa ✓ -Majid Zamiri ✓ -
P4	International Institute of Technology (IIT)	✓ - Said Taktak ✓ - ✓ -
P5	Université de carthage (UCAR)	✓ -Sonia Gabouj ✓ -Sabeur Elkosantini ✓ -
P6	Ecole Centrale de Casablanca (ECC)	✓ -Saber Darmoul ✓ -Khalid Dahi ✓ -
P7	Université Ibn Tofail (UIT)	✓ -Abdelmajid Elouadi ✓ -Youssef Rochdi ✓ -Hassan Mharzi ✓ - 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 Delete sections related to training methods Add a chapter to present MPQ skills and technologies	BIBA
2	T1.2	D2.1	Revise the overall structure of the document 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 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				

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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 ✓ -Mohand-Lounes Bentaha ✓ -
P2	Bremer Institut für Produktion und Logistik (BIBA)	✓ -Zied Ghrairi ✓ - ✓ -
P3	Universidade NOVA de Lisboa (UNL)	✓ -Joao Sarraipa ✓ -Majid Zamiri ✓ -
P4	International Institute of Technology (IIT)	✓ -Achraf Ammar ✓ - Hanen Trabelsi ✓ -
P5	Université de carthage (UCAR)	✓ -Sabeur Elkosantini ✓ -Sonia Gabouj ✓ -
P6	Ecole Centrale de Casablanca (ECC)	✓ - Saber Darmoul ✓ - ✓ -
P7	Université Ibn Tofail (UIT)	✓ - Abdelmajdi Elouadi ✓ - Hassan Mharzi ✓ -Youssef Rochdi ✓ -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 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 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

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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 ✓ -Mohand-Lounes Bentaha ✓ -
P2	Bremer Institut für Produktion und Logistik (BIBA)	✓ - ✓ - ✓ -
P3	Universidade NOVA de Lisboa (UNL)	✓ -Joao Sarraipa ✓ - ✓ -
P4	International Institute of Technology (IIT)	✓ -Hanen Trabelsi ✓ -Achraf Ammar ✓ -
P5	Université de carthage (UCAR)	✓ -Sabeur Elkosantini ✓ -Rami Ben Haj Kacem ✓ -Sonia Gabouj
P6	Ecole Centrale de Casablanca (ECC)	✓ - Saber Darmoul ✓ - ✓ -
P7	Université Ibn Tofail (UIT)	✓ -Youssef Rochdi ✓ - Abdelmajid Elouadi ✓ -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 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				

Enhance
Maintenance - Production - Quality

Enhance
Maintenance - Production - Quality

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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 ✓ - ✓ -
P2	Bremer Institut für Produktion und Logistik (BIBA)	✓ - ✓ - ✓ -
P3	Universidad NOVA de Lisboa (UNL)	✓ - ✓ - ✓ -
P4	International Institute of Technology (IIT)	✓ - ✓ - ✓ -
P5	Université de carthage (UCAR)	✓ - Sabeur Elkosantini ✓ - ✓ -
P6	Ecole Centrale de Casablanca (ECC)	✓ - Saber Darmoul ✓ - ✓ -
P7	Université Ibn Tofail (UIT)	✓ - ✓ - ✓ -

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				

Enhance
Maintenance - Production - Quality

Enhance
Maintenance - Production - Quality

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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 ✓ - David Marin Restrepo ✓ - Mohand-Lounes Bentaha
P2	Bremer Institut für Produktion und Logistik (BIBA)	✓ - ✓ - ✓ -
P3	Universidad NOVA de Lisboa (UNL)	✓ - Joao Sarraipa ✓ - ✓ -
P4	International Institute of Technology (IIT)	✓ - Achraf Ammar ✓ - ✓ -
P5	Université de carthage (UCAR)	✓ - Sabeur Elkosantini ✓ -Sonia Gabouj ✓ -
P6	Ecole Centrale de Casablanca (ECC)	✓ - Saber Darmoul ✓ - ✓ -
P7	Université Ibn Tofail (UIT)	✓ - Youssef Rochdi ✓ - ✓ -

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				

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

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				

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

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 Add covered skills in the excel sheet 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.) 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				

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

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Selection: 2020

KA2 – Cooperation for innovation and the exchange of good practices –
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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 ✓ - Mohand-Lounes Bentaha ✓ - David Marin Restrepo ✓ - Jannik Laval
P2	Bremer Institut für Produktion und Logistik (BIBA)	✓ - ✓ - ✓ -
P3	Universidad NOVA de Lisboa (UNL)	✓ - Joao Sarraipa ✓ - Majid Zamiri ✓ -
P4	International Institute of Technology (IIT)	✓ - Achraf Ammar ✓ -
P5	Université de Carthage (UCAR)	✓ - Sabeur Elkosantini ✓ - Rami Ben Haj Kacem ✓ - Sonia Gabouj
P6	Ecole Centrale de Casablanca (ECC)	✓ - Saber Darmoul ✓ - ✓ -
P7	Université Ibn Tofail (UIT)	✓ - Abdelmajid Elouadi ✓ - Youssef Rochdi ✓ - 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: - Both reviewer should start together the reviewing of the document starting from June 25th to July 2nd - 1 week to revise the document based on reviewers comment - 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				

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Selection: 2020

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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 ✓ - Lounes Bentaha
P2	Bremer Institut für Produktion und Logistik (BIBA)	✓ - Zied Ghrari ✓ - ✓ -
P3	Universidad NOVA de Lisboa (UNL)	✓ - Joao Sarraipa ✓ -
P4	International Institute of Technology (IIT)	✓ - Achraf Ammar ✓ -
P5	Université de Carthage (UCAR)	✓ - Sabeur Elkosantini ✓ - Sonia Gabouj ✓ - Rami B.H. Kacem
P6	Ecole Centrale de Casablanca (ECC)	✓ - Saber Darmoul ✓ - ✓ -
P7	Université Ibn Tofail (UIT)	✓ - Abdelmajid Elouadi ✓ - 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 - Quality topic presented by Achraf Ammar - Production topic presented by Sonia Gabbouj	All
2				
3				
4				
5				

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Selection: 2020

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

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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 ✓
P2	Bremer Institut für Produktion und Logistik (BIBA)	✓ - Zied Ghrari ✓ - ✓ -
P3	Universidad NOVA de Lisboa (UNL)	✓ -
P4	International Institute of Technology (IIT)	✓ - Achraf Ammar ✓ - Hanen Trabelsi
P5	Université de Carthage (UCAR)	✓ - Sabeur Elkosantini ✓ - Sonia Gabouj ✓
P6	Ecole Centrale de Casablanca (ECC)	✓ - Saber Darmoul ✓ - ✓ -
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				

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Maintenance – Production – Quality

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Selection: 2020

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strENgtHening skills and training expertise for TunisiAN and MorroCan 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 ✓ -Janik Laval ✓ - Aicha Seklouli ✓ - Mohand Lounes Bentaha
P2	Bremer Institut für Produktion und Logistik (BIBA)	✓ - Zied Gherairi ✓ - ✓ -
P3	Universidad NOVA de Lisboa (UNL)	✓ - Joao Saraipa ✓ - ✓ -
P4	International Institute of Technology (IIT)	✓ - Achraf Ammar ✓ - ✓ -
P5	Université de carthage (UCAR)	✓ - Sabeur Elkosantini ✓ - Sonia Gabbouj ✓ - Rami B.H. Kacem
P6	Ecole Centrale de Casablanca (ECC)	✓ - Saber Darmoul ✓ - ✓ -
P7	Université Ibn Tofail (UIT)	✓ - Abdelmajid Elouadi ✓ - Hassan Mharzi ✓ - 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				

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Maintenance - Production - Quality

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Selection: 2020

KA2 – Cooperation for innovation and the exchange of good practices –
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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 ✓ - Aicha Seklouli ✓ - Mohand Lounes Bentaha
P2	Bremer Institut für Produktion und Logistik (BIBA)	✓ - Zied Gherairi ✓ - ✓ -
P3	Universidad NOVA de Lisboa (UNL)	✓ - ✓ - ✓ -
P4	International Institute of Technology (IIT)	✓ - Achraf Ammar ✓ - ✓ -
P5	Université de carthage (UCAR)	✓ - Sabeur Elkosantini ✓ - Sonia Gabbouj ✓ - Rami B.H. Kacem
P6	Ecole Centrale de Casablanca (ECC)	✓ - Saber Darmoul ✓ - Iman Makrouf ✓ -
P7	Université Ibn Tofail (UIT)	✓ - Abdelmajid Elouadi ✓ - Jean Bosco Nsekuye ✓ - 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				

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Selection: 2020

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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 ✓ - Aicha Seklouli ✓ -Jannik Laval ✓ - Mohand Lounes Bentaha
P2	Bremer Institut für Produktion und Logistik (BIBA)	✓ - Zied Ghrairi ✓ - ✓ -
P3	Universidad NOVA de Lisboa (UNL)	✓ - ✓ - ✓ -
P4	International Institute of Technology (IIT)	✓ - Achraf Ammar ✓ -Rami Ben Haj Kacem ✓ -
P5	Université de carthage (UCAR)	✓ - Sabeur Elkosantini ✓ - ✓ -
P6	Ecole Centrale de Casablanca (ECC)	✓ -Saber Darmoul ✓ - ✓ -
P7	Université Ibn Tofail (UIT)	✓ - Abdelmajid Elouadi ✓ -Youssef Rochdi ✓ -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				

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Selection: 2020

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

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

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Selection: 2020

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

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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 ✓ - ✓ -
P2	Bremer Institut für Produktion und Logistik (BIBA)	✓ -Zied Ghrairi ✓ - ✓ -
P3	Universidad NOVA de Lisboa (UNL)	✓ - João Sarraipa ✓ - João Sousa ✓ - Majid Zamiri
P4	International Institute of Technology (IIT)	✓ - Achraf Ammar ✓ - Said Taktak ✓ - Manel Dammak ✓ - Chafik Abid
P5	Université de carthage (UCAR)	✓ - Sabeur Elkosantini ✓ - Sonia Gabouj
P6	Ecole Centrale de Casablanca (ECC)	✓ - Saber Darmoul ✓ - ✓ -
P7	Université Ibn Tofail (UIT)	✓ - Abdelmajid Elouadi ✓ - Youssef Rochdi (remote) ✓ - 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 ▪ 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				

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Selection: 2020

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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 ✓ - ✓ -
P2	Bremer Institut für Produktion und Logistik (BIBA)	✓ -Zied Ghrairi ✓ - ✓ -
P3	Universidad NOVA de Lisboa (UNL)	✓ - João Sarraipa ✓ - João Sousa ✓ - Majid Zamiri
P4	International Institute of Technology (IIT)	✓ - Achraf Ammar ✓ - Said Taktak ✓ - Manel Dammak ✓ - Chafik Abid
P5	Université de carthage (UCAR)	✓ - Sabeur Elkosantini ✓ - Sonia Gabouj
P6	Ecole Centrale de Casablanca (ECC)	✓ - Saber Darmoul ✓ - ✓ -
P7	Université Ibn Tofail (UIT)	✓ - Abdelmajid Elouadi ✓ - Youssef Rochdi (remote) ✓ - 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 ▪ 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 MorroCan 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 ✓ - ✓ -
P2	Bremer Institut für Produktion und Logistik (BIBA)	✓ -Zied Ghrairi ✓ - ✓ -
P3	Universidad NOVA de Lisboa (UNL)	✓
P4	International Institute of Technology (IIT)	✓ - Achraf Ammar ✓ - ✓
P5	Université de carthage (UCAR)	✓ - Sabeur Elkosantini ✓
P6	Ecole Centrale de Casablanca (ECC)	✓ - Saber Darmoul ✓ - ✓ -
P7	Université Ibn Tofail (UIT)	✓ - Abdelmajid Elouadi ✓ - Youssef Rochdi ✓ - Hassan Mharzi ✓ - 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 MorroCan 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 ✓ - Aicha Seklouli (remotely)
P2	Bremer Institut für Produktion und Logistik (BIBA)	✓ -Zied Ghrairi (remotely) ✓ - ✓ -
P3	Universidad NOVA de Lisboa (UNL)	✓ - João Sarraipa ✓ - ✓ -
P4	International Institute of Technology (IIT)	✓ - Achraf Ammar ✓
P5	Université de carthage (UCAR)	✓ - Sabeur Elkosantini ✓ - Rami B.H. Kacem ✓ - Sonia Gabouj ✓
P6	Ecole Centrale de Casablanca (ECC)	✓ - Saber Darmoul (remotely) ✓ - ✓ -
P7	Université Ibn Tofail (UIT)	✓ - Abdelmajid Elouadi (remotely) ✓ - Youssef Rochdi (remotely) ✓ - 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\n\nIdentify 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				

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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 MorroCan 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 ✓ - Mohand Lounes Bentaha
P2	Bremer Institut für Produktion und Logistik (BIBA)	✓ - Zied Ghrairi ✓ - ✓ -
P3	Universidad NOVA de Lisboa (UNL)	✓ - ✓
P4	International Institute of Technology (IIT)	✓ - Achraf Ammar ✓
P5	Université de carthage (UCAR)	✓ - Sabeur Elkosantini ✓ - Sonia Gabouj ✓ - Rami B.H. Kacem
P6	Ecole Centrale de Casablanca (ECC)	✓ - Saber Darmoul ✓ - Khalid Dahi ✓ - Sabah Belil ✓ - Fouad Riane
P7	Université Ibn Tofail (UIT)	✓ - Abelmajid Elouadi ✓ - Hassan Mharzi ✓ -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				

strENgtHening skills and training expertise for TunisiAN and MorroCan 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 ✓ - Mohand Lounes Bentaha (remotely) ✓ - Aicha Seklouli (remotely)
P2	Bremer Institut für Produktion und Logistik (BIBA)	✓ -Zied Ghrairi (remotely) ✓ - ✓ -
P3	Universidad NOVA de Lisboa (UNL)	✓ - João Sarraipa (remotely) ✓ -Majid Zamiri(remotely) ✓ -
P4	International Institute of Technology (IIT)	✓ - Achraf Ammar ✓
P5	Université de carthage (UCAR)	✓ - Sabeur Elkosantini ✓ - Rami B.H. Kacem ✓ - Sonia Gabouj ✓ - Nadra Bouhli ✓ - Feiza ghzaiel
P6	Ecole Centrale de Casablanca (ECC)	✓ - Saber Darmoul ✓ - ✓ -
P7	Université Ibn Tofail (UIT)	✓ - Abdelmajid Elouadi (remotely) ✓ - Youssef Rochdi (remotely) ✓ - 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 MorroCan 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 ✓ - Mohand Lounes Bentaha
P2	Bremer Institut für Produktion und Logistik (BIBA)	✓ - Zied Ghrairi ✓ - ✓ -
P3	Universidad NOVA de Lisboa (UNL)	✓ - Majid Zamiri ✓ - Joao Sarraipa
P4	International Institute of Technology (IIT)	✓ - Achraf Ammar ✓
P5	Université de carthage (UCAR)	✓ - Sabeur Elkosantini ✓ - Sonia Gabouj ✓ - Rami B.H. Kacem ✓
P6	Ecole Centrale de Casablanca (ECC)	✓
P7	Université Ibn Tofail (UIT)	✓ - Abelmajid Elouadi ✓ - 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 MorroCan 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 ✓ - Aicha Seklouli
P2	Bremer Institut für Produktion und Logistik (BIBA)	✓ - Zied Ghrairi ✓ - ✓ -
P3	Universidad NOVA de Lisboa (UNL)	✓ - Joao Sarraipa ✓ - Joao Sousa (remote) ✓ - Artem Nazarenko (remote)
P4	International Institute of Technology (IIT)	✓ - Achraf Ammar ✓ - Taoufik ben Abdallah
P5	Université de carthage (UCAR)	✓ - Sabeur Elkosantini ✓ - Sonia Gabouj
P6	Ecole Centrale de Casablanca (ECC)	✓ - Saber Darmoul
P7	Université Ibn Tofail (UIT)	✓ - Abelmajid Elouadi ✓ - Youssef Rochdi ✓ - Leila Abbadi ✓ - Hassan Mharsi ✓ -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				
2				
3				
4				
5				

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Selection: 2020

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

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

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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 ✓ - Aicha Seklouli
P2	Bremer Institut für Produktion und Logistik (BIBA)	✓ - Zied Ghrairi
P3	Universidad NOVA de Lisboa (UNL)	✓ - Artem Nazareko ✓ - Joao Sarraipa
P4	International Institute of Technology (IIT)	✓ - Achraf Ammar ✓
P5	Université de carthage (UCAR)	✓ - Sabeur Elkosantini ✓ - Sonia Gabouj ✓ - Rami B.H. Kacem ✓
P6	Ecole Centrale de Casablanca (ECC)	✓ - Saber Darmoul
P7	Université Ibn Tofail (UIT)	✓ - Abelmajid Elouadi ✓ - Youssef Rochdi ✓ - 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

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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 ✓
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 MorroCan 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 ✓ - ✓ -
P3	Universidad NOVA de Lisboa (UNL)	✓ - Artem Nazarenko ✓ - Joao Sousa
P4	International Institute of Technology (IIT)	✓ - Achraf Ammar ✓
P5	Université de carthage (UCAR)	✓ - Sabeur Elkosantini ✓ - Sonia Gabouj
P6	Ecole Centrale de Casablanca (ECC)	✓ -
P7	Université Ibn Tofail (UIT)	✓ - Abelmajid Elouadi ✓ - Youssef Rochdi ✓ - Hassan Mharzi ✓ - 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	The program of the TT of IIT	All
2	T2.3	D2.3		
3	T2.4	D2.4		
4				
5				

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

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Enhance
Maintenance - Production - Quality

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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 MorroCan 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 ✓ - Mohand Lounes Bentaha (remotely)
P2	Bremer Institut für Produktion und Logistik (BIBA)	✓ - Zied Ghrairi ✓ - ✓ -
P3	Universidad NOVA de Lisboa (UNL)	✓ - ✓
P4	International Institute of Technology (IIT)	✓ - Achraf Ammar ✓ - ✓
P5	Université de Carthage (UCAR)	✓ - Sabeur Elkosantini ✓ - Sonia Gabouj ✓ - Sonia Ghzaeil (remotely) ✓ - Rami B.H. Kacem (remotely)
P6	Ecole Centrale de Casablanca (ECC)	✓ - Saber Darmoul
P7	Université Ibn Tofail (UIT)	✓ - Abelmajid Elouadi ✓ - Youssef Rochdi ✓ - Leila Abbadi ✓ - 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

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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 ✓ - Mohand Lounes Bentaha (remotely)
P2	Bremer Institut für Produktion und Logistik (BIBA)	✓ - Zied Ghrairi ✓ - ✓ -
P3	Universidad NOVA de Lisboa (UNL)	✓ - Joao Saraipa ✓ - Majid Zamiri ✓
P4	International Institute of Technology (IIT)	✓ - Achraf Ammar ✓ - ✓
P5	Université de Carthage (UCAR)	✓ - Sabeur Elkosantini ✓ - Sonia Gabouj ✓
P6	Ecole Centrale de Casablanca (ECC)	✓ - Saber Darmoul (remote)
P7	Université Ibn Tofail (UIT)	✓ - Abelmajid Elouadi ✓ - Youssef Rochdi ✓ - 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

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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Project Meeting Minutes

Minutes Identifier	M2022_09_30
Minutes Release Date	30/09/2022
Meeting Date	30/09/2022
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 ✓ - Mohand Lounes Bentaha
P2	Bremer Institut für Produktion und Logistik (BIBA)	✓ - Zied Ghrairi ✓ - ✓ -
P3	Universidad NOVA de Lisboa (UNL)	✓ - Joao Saraipa ✓ - Majid Zamiri
P4	International Institute of Technology (IIT)	✓ - Achraf Ammar ✓
P5	Université de carthage (UCAR)	✓ - Sabeur Elkosantini ✓ - Sonia Hajri
P6	Ecole Centrale de Casablanca (ECC)	✓ - Saber Darmoul
P7	Université Ibn Tofail (UIT)	✓ - Leila el Abbadi ✓ - Youssef Rochdi ✓ - Abdelmajid Elouadi

Meeting To-Do Actions' List

Action_ID	Related Task	Related Deliv.	Action Description	Assigned to
1	T2.2	D2.2	Discuss the justification of the level of the visibility of all deliverables	All
2	T2.2/T2.3/T2.4	D2.2/D2.3/D2.4	Discuss the schedule of the next TT session in UCAR	All
3			Confirm the travel plan for RP2	All
4	T2.1	D2.1	Discuss equipment status.	
5			Preparation of the audit	
6				
7				
8				
9				

Meeting Information List to share

Infos_ID	Related Task	Related Deliv.	Information details	Shared with
1			Justification of the level of visibility for each confidential deliverable.	All
2				
3				

strENgtHening skills and training expertise for TunisiAN and MorroCan 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	
Minutes Taker	Sabeur Elkosantini
Venue	UIT
Dissemination Level	Private

Meeting Participants per Project Partners

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

Meeting To-Do Actions' List

Action_ID	Related Task	Related Deliv.	Action Description	Assigned to
1	T2.2	D2.2	Present the activity Act 2.5 Industry 4.0 Asset & Maintenance Management Systems"	ECC
2	T2.2	D2.2	Present the use case "Act U.1.3 ML and application for maintenance"	ULL
3	T2.3	D2.3	Present the activity "Act U.2.5 Digital control systems (DCSs)"	ECC
5	T2.2	D2.2	Present the activity "Act 1.2 Sensor Network Design in Smart Maintenance 4.0 contexts"	BIBA
6	T2.2	D2.2	Present the use case "Act U.1.2 Data acquisition and storage in industry 4.0"	UNL
7	T2.2	D2.2	Present the activity "Act 2.2: Maintenance planning and scheduling"	BIBA
8	T2.3	D2.3	Present the activity "Act 3.2: Planning and scheduling techniques and approaches in industry 4.0"	UIT
9	T2.3	D2.3	Present the activity "Act 3.5: Big data and predictive inventory analytics"	UNL
10	T2.2	D2.2	Present the activity "Act 1.4 Contributions of Smart Maintenance 4.0 to Energy Management & Energy Efficiency of Industry 4.0 Assets"	ECC
11	T2.4	D2.4	Present the activity "Act 5.2: Non-Conformities RCA and Quality gates design"	ULL
12	T2.4	D2.4	Present the use case "Act U.3.2 Non-Conformities RCA and Quality gates design"	ULL
13	T2.3	D2.3	Present the activity "Act 4.4: KPI, Dashboarding and data visualisation"	UCAR
14	T2.3	D2.3	Present the activity "Act 4.2: VSM for production 4.0"	UCAR
15	T2.4	D2.4	Present the use case "Act U.3.3 IoT and BPM for Integrated VSM"	UIT
16	T4.4	D4.4	Present the activity "Act 6.3: Inspection Methods, sampling, Inspection Plan"	IIT
17	T2.2	D2.2	Present the activity Act 2.3 Contributions of Industry 4.0 technologies to Total Productive Maintenance "	ECC
18	T4.7	D4.7	Present the project during the dissemination workshop	ULL

19	T4.7	D4.7	Present the conducted gap analysis during the dissemination workshop	UCAR
20	T4.7	D4.7	Present the DIH for ENHANCE	UNL

Meeting Information List to share

Infos_ID	Related Task	Related Deliv.	Information details	Shared with
1	T2.2	D2.2	The revised activity Act 2.5 Industry 4.0 Asset & Maintenance Management Systems"	All
2	T2.2	D2.2	The revised use case "Act U.1.3 ML and application for maintenance"	All
3	T2.3	D2.3	The revised activity "Act U.2.5 Digital control systems (DCSs)"	All
5	T2.2	D2.2	The revised activity "Act 1.2 Sensor Network Design in Smart Maintenance 4.0 contexts"	All
6	T2.2	D2.2	The revised use case "Act U.1.2 Data acquisition and storage in industry 4.0"	All
7	T2.2	D2.2	The revised course "Act 2.2: Maintenance planning and scheduling"	All
8	T2.3	D2.3	The revised activity "Act 3.2: Planning and scheduling techniques and approaches in industry 4.0"	All
9	T2.3	D2.3	The revised activity "Act 3.5: Big data and predictive inventory analytics"	All
10	T2.2	D2.2	The revised activity "Act 1.4 Contributions of Smart Maintenance 4.0 to Energy Management & Energy Efficiency of Industry 4.0 Assets"	All
11	T2.4	D2.4	The revised activity "Act 5.2: Non-Conformities RCA and Quality gates design"	All
12	T2.4	D2.4	The revised use case "Act U.3.2 Non-Conformities RCA and Quality gates design"	All
13	T2.3	D2.3	The revised activity "Act 4.4: KPI, Dashboarding and data visualisation"	All
14	T2.3	D2.3	The revised activity "Act 4.2: VSM for production 4.0"	All
15	T2.4	D2.4	The revised use case "Act U.3.3 IoT and BPM for Integrated VSM"	All
16	T4.4	D4.4	The revised activity "Act 6.3: Inspection Methods, sampling, Inspection Plan"	All
17	T2.2	D2.2	Present the course "	All
19	T4.7	D4.7	The presentation of the conducted gap analysis during the dissemination workshop	All

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Selection: 2020

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Project Meeting Minutes

Minutes Identifier	M2023_01_16
Minutes Release Date	16/01/2023
Meeting Date	20/01/2023
Meeting Time	
Minutes Taker	Sabeur Elkosantini
Venue	ULL
Dissemination Level	Private

Meeting Participants per Project Partners

	Partners	Participants
P1	Université Lumière Lyon 2 (ULL)	✓ -Nejib Moalla ✓ - Mohand Lounes Bentaha ✓ - Aicha Seklouli
P2	Bremer Institut für Produktion und Logistik (BIBA)	✓ - Zied Ghrairi ✓ - ✓ -
P3	Universidad NOVA de Lisboa (UNL)	✓ - Joao Sarraipa ✓
P4	International Institute of Technology (IIT)	✓ - Achraf Ammar ✓ - Chafik Abid ✓
P5	Université de Carthage (UCAR)	✓ - Sabeur Elkosantini ✓ - Sonia Gabouj ✓ - Rami B.H. Kacem (remotely) ✓
P6	Ecole Centrale de Casablanca (ECC)	✓ - Saber Darmoul (remotely)
P7	Université Ibn Tofail (UIT)	✓ - Abelmajid Elouadi ✓ - Gahi Youssef ✓ - Gretete Driss ✓ - Hassan Mharzi (Remotely)

Meeting To-Do Actions' List

Action_ID	Related Task	Related Deliv.	Action Description	Assigned to
1	T2.6	D2.6	Reports on the conducted training rounds	UCAR/UIT
2	T2.4	D2.4	Present the activity "Act 5.4: Design for X applied for Quality"	UCAR
3	T2.3	D2.3	Present the activity "Act U.2.2 Horizontal and vertical integration & Workflow management"	IIT
4	T2.2/T2.3/T2.4	D2.2/D2.3/D2.4	Design student mobility programmes	ULL
5	T2.4	D2.4	Present the activity "Act 5.1: Integrated thinking system modelling and development"	ECC
6	T5.1	D5.1	Present the report "Project Management" to be presented to the PO	ULL
7	T2.5	D2.5	Present the learning platform	UNL
8	T3.2	D3.2	Present "Sustainability assurance plan »	BIBA
9	T3.3	D3.3	Present the "quality audit report"	ULL
10	WP5		Aprove some issues by the Project Management Board	ULL

Meeting Information List to share

Infos_ID	Related Task	Related Deliv.	Information details	Shared with
1	T2.6	D2.6	The "Reports on the conducted training rounds"	All
2	T2.4	D2.4	The content of the activity "Act 5.4: Design for X applied for Quality"	All
3	T2.3	D2.3	The content of the "Act U.2.2 Horizontal and vertical integration & Workflow management"	All
4	T2.2/T2.3/T2.4	D2.2/D2.3/D2.4	The details of the "Design student mobility programmes"	All
5	T2.4	D2.4	The content of the "Act 5.1: Integrated thinking system modelling and development"	All
6	T5.1	D5.1	The report "Project Management" to be presented to the PO	All
7	T3.2	D3.2	The "Sustainability assurance plan »	All
8	T3.3	D3.3	The "quality audit report"	All

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Project Meeting Minutes

Minutes Identifier	M2023_02_20
Minutes Release Date	20/02/2023
Meeting Date	24/02/2023
Meeting Time	
Minutes Taker	Sabeur Elkosantini
Venue	UCAR
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)	✓ - Artem Nazarenko ✓
P4	International Institute of Technology (IIT)	✓ - Achraf Ammar ✓ - Hela Bouaziz Karoui ✓
P5	Université de Carthage (UCAR)	✓ - Sabeur Elkosantini ✓ - Rami B.H. Kacem ✓ - Feiza Ghzaiel ✓ - Sonia Gabouj ✓
P6	Ecole Centrale de Casablanca (ECC)	✓ - Saber Darmoul (remotely)
P7	Université Ibn Tofail (UIT)	✓ - Abelmajid Elouadi ✓ - Youssef Rochdi (remotely)

Meeting To-Do Actions' List

Action_ID	Related Task	Related Deliv.	Action Description	Assigned to
1	T2.4	D2.4	Present the activity "Act U.1.2 Data acquisition and storage in industry 4.0"	UNL
2	T2.2/T2.3/T2.4	D2.2/D2.3/D2.4	Present the methodology for the "Train Industrial Representatives sessions"	ULL
3	T2.2	T2.2	Present the activity Act 1.1 Use cases of eXtended Reality (XR) in Smart Maintenance 4.0 contexts	UIT
4	T2.3	T2.3	Present the activity Act U.2.4 Data-driven inventory management	UNL
5	T2.4	T2.4	Present the activity Act U.3.5 Prescriptive and adaptive decision for Quality Control	UNL
			Discuss and prepare the answer to the PO for the ereport of the RPA1	ALL
			Present the financial statement for the first period and the expected payment for the 2nd period	ULL
			Present the LeL platform	ULL
			Discuss and approve the agenda of the next TT session of ECC	ECC

Meeting Information List to share

Infos_ID	Related Task	Related Deliv.	Information details	Shared with
1	T2.4	D2.4	The content of the activity "Act U.1.2 Data acquisition and storage in industry 4.0"	All
2	T2.2/T2.3/T2.4	D2.2/D2.3/D2.4	The discussed methodology for the "Train Industrial Representatives sessions"	All
3	T2.2	T2.2	The content of the activity Act 1.1 Use cases of eXtended Reality (XR) in Smart Maintenance 4.0 contexts	All
4	T2.3	T2.3	The content of the activity Act U.2.4 Data-driven inventory management	All
5	T2.4	T2.4	The content of the activity Act U.3.5 Prescriptive and adaptive decision for Quality Control	All
6			Discuss and prepare the answer to the PO for the ereport of the RPA1	All
7			The financial statement for RP1 and the expected report for RP2	All
8	T2.2/T2.3/T2.4	D2.2/D2.3/D2.4	The agenda of the next TT session of ECC	All

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Project Meeting Minutes

Minutes Identifier	M2023_05_08
Minutes Release Date	08/05/2023
Meeting Date	12/05/2023
Meeting Time	
Minutes Taker	Sabeur Elkosantini
Venue	UCAR
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 ✓ -
P3	Universidad NOVA de Lisboa (UNL)	✓ - ✓
P4	International Institute of Technology (IIT)	✓ - - Hela Bouaziz Karoui ✓
P5	Université de Carthage (UCAR)	✓ - Sabeur Elkosantini ✓
P6	Ecole Centrale de Casablanca (ECC)	✓ - Saber Darmoul
P7	Université Ibn Tofail (UIT)	✓

Meeting To-Do Actions' List

Action_ID	Related Task	Related Deliv.	Action Description	Assigned to
1	T2.2	D2.2	Activities adaptation for the LeL	ECC
2	T2.3	D2.3	Activities adaptation for the LeL	UCAR
3	T2.4	D2.4	Activities adaptation for the LeL	BIBA
4	T2.4	D2.4	Les réseaux de neurones : de la théorie à la pratique (Sabeur Elkosantini, UCAR)	UCAR
5	T2.7	D2.7	The 2 Digital Innovation Hubs	ULL
6	T2.7	D2.7	Define and deploy a prototype of a CC website (case of InnoTech, FSEGN-UCAR)	ULL/UCAR
7	T2.7	D2.7	Define and deploy a prototype of a CC website (case of INNOVANCE, INSAT-UCAR)	ULL/UCAR
8	T2.5	D2.5	The Lifelong eLearning (LeL) platform	ULL
9	T2.6	D2.6	Reports on the conducted training rounds	UIT
10	T3.2	D3.2	Sustainability assurance plan	BIBA
11	T2.4	D2.4	Industry 4.0 to enhance quality control processes and quality management systems (Nejib Moalla, ULL)	ULL
12	T5.2	D5.3	Project reporting	ULL
13	T5.3	D3.3	Quality Audit reports	ULL
14	T2.6	D2.6	Reports on the conducted training rounds	UIT
15	T2.2	D2.2	Act 3.5 - Act U.1.2: Data analytics for inventory management (Artem Nazarenk, UNL)	UNL
16	T2.2	D2.2	Act 1.3 and Act U.1.3 : Machine Learning to predict the Remaining Useful Life (Lounes Bentaha, ULL)	ULL
17	T2.2	D2.2	Act 1.2 and Act. U. 2.3 : FischerTechnik smart factory industry 4.0 as a cyber-physical production system (Zied Ghrairi, BIBA)	BIBA

Meeting Information List to share

Infos_ID	Related Task	Related Deliv.	Information details	Shared with

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Project Meeting Minutes

Minutes Identifier	M2023_05_15
Minutes Release Date	15/05/2023
Meeting Date	19/05/2023
Meeting Time	
Minutes Taker	Rami B.H. Kacem
Venue	UCAR
Dissemination Level	Private

Meeting Participants per Project Partners

	Partners	Participants
P1	Université Lumière Lyon 2 (ULL)	✓ Nejib Moalla ✓ Lounes BENTAHA ✓ Badreddine TANANE
P2	Bremer Institut für Produktion und Logistik (BIBA)	✓ Zied Ghrairi ✓ Kay BUROW
P3	Universidad NOVA de Lisboa (UNL)	✓ Artem NAZARENKO ✓ Joao SARRAIPA ✓ Pedro PEREIRA
P4	International Institute of Technology (IIT)	✓ Achraf AMMAR ✓
P5	Université de Carthage (UCAR)	✓ Rami B. H. KACEM ✓
P6	Ecole Centrale de Casablanca (ECC)	✓ Fouad Riane
P7	Université Ibn Tofail (UIT)	✓ Youssef ROCHDI ✓ Abdelmajid ELOUADI ✓ Hassan MHARZI ✓ Leila EL ABBADI

Meeting To-Do Actions' List

Action_ID	Related Task	Related Deliv.	Action Description	Assigned to
1	T2.2	D2.2	Activities adaptation for the LeL	ECC
2	T2.3	D2.3	Activities adaptation for the LeL	UCAR
3	T2.4	D2.4	Activities adaptation for the LeL	BIBA
4	T4.2	D4.7	Seminar	UIT
5	T2.4	D2.4	Seminar on VSM for production 4.0	UCAR
6	T2.4	D2.3	FischerTechnik smart factory industry 4.0 as a cyber-physical production system	BIBA
7	T2.4	D2.4	Data analytics for inventory management Data-driven inventory management	UNL
8	T2.2	D2.2	Machine Learning to predict the Remaining Useful Life (RUL)	ULL
9	T2.4	D2.4	Industry 4.0 to enhance quality control processes and quality management systems	ULL
10	T2.4	D2.4	Tutorial & hands-on workshop	ULL
11	T2.3	D2.3	Industrie 4.0 et TPM	UCC
12	T2.2	D2.2	Use cases of eXtended Reality (XR) in industry	UIT
13	T2.3	D2.3	Data driven for planning/scheduling models and algorithms	IIT
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Meeting Information List to share

Infos_ID	Related Task	Related Deliv.	Information details	Shared with

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 MorroCan transition to industry 4.0 Era / ENHANCE

Project Meeting Minutes

Minutes Identifier	M2023_05_30
Minutes Release Date	30/05/2023
Meeting Date	02/06/2023
Meeting Time	
Minutes Taker	Sabeur Elkosantini
Venue	BIBA
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
P3	Universidad NOVA de Lisboa (UNL)	✓ Pedro PEREIRA
P4	International Institute of Technology (IIT)	✓ Faten Baklouti ✓ Amira Bouaziz
P5	Université de Carthage (UCAR)	✓ Rami B. H. KACEM ✓ Sabeur Elkosantini
P6	Ecole Centrale de Casablanca (ECC)	✓ Maha Annoukoubi
P7	Université Ibn Tofail (UIT)	✓ Hassan MHARZI ✓ Leila EL ABBADI

Meeting To-Do Actions' List

Action_ID	Related Task	Related Deliv.	Action Description	Assigned to
1	T2.2	D2.2	Presentation of the decomposition and syllabus of the pilot 1	ECC
2	T2.3	D2.3	Presentation of the decomposition and syllabus of the pilot 2	UCAR
3	T2.4	D2.4	Presentation of the decomposition and syllabus of the pilot 3	BIBA
4	T2.1	D2.1	Revision of the equipment consumption in the different tasks	IIT
5	T2.5	D2.5	Present the Platform organisational Model Of the LeL elearning platform	ULL
6	T2.6	D2.6	Present the deliverable "reports on the conducted training rounds"	UIT
7	T3.3	D3.3	Present the deliverable "Sustainability assurance plan"	BIBA
8	T2.7	D2.7	Present the deliverable "The 2 Digital Innovation Hubs	IIT
9	T5.1	D5.3	Discuss progress of the achievement of ENHANCE objectives, which is a part of deliverable "Project Reporting"	ULL
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Action plan for students training

Infos_ID	Related Task	Related Deliv.	Information details	Shared with
1	T2.2	D2.2	Activities splitted into tasks and uploaded into the onwcloud	All
2	T2.3	D2.3	Activities splitted into tasks and uploaded into the onwcloud	All
3	T2.4	D2.4	Activities splitted into tasks and uploaded into the onwcloud	All
4	T2.5	D2.5	The instance of the elearning platform	All
5	T2.6	D2.6	The deliverable "reports on the conducted training rounds"	All
6	T3.3	D3.3	The deliverable "Sustainability assurance plan"	All
7	T2.7	D2.7	The deliverable "The 2 Digital Innovation Hubs	All

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Project Meeting Minutes

Minutes Identifier	M2023_10_02
Minutes Release Date	02/10/2023
Meeting Date	06/10/2023
Meeting Time	
Minutes Taker	Sabeur Elkosantini
Venue	IIT
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
P3	Universidad NOVA de Lisboa (UNL)	✓
P4	International Institute of Technology (IIT)	✓ Achraf Ammar ✓ Faten Baklouti ✓ Chafik Abid ✓ Hela Bouaziz ✓ Amira Bouaziz ✓ Nouha Kammoun ✓ Rabii Maalej ✓ Talel Belguith ✓ Said Taktak
P5	Université de Carthage (UCAR)	✓ Rami B. H. Kacem ✓ Sabeur Elkosantini
P6	Ecole Centrale de Casablanca (ECC)	✓ Saber Darmoul (remote)
P7	Université Ibn Tofail (UIT)	✓ Abdelmajid Elouadi ✓ Youssef Rochdi

Meeting To-Do Actions' List

Action_ID	Related Task	Related Deliv.	Action Description	Assigned to
1	T2.2	D2.2	Presentation of the activity titled Machine Learning to predict the Remaining Useful Life (RUL)	ULL
2	T2.2	D2.2	Presentation of the activity titled Machine Learning to predict the Remaining Useful Life Data driven for planning/scheduling models and algorithms (RUL)	ULL
3	T2.4	D2.4	Presentation of the activity titled VSM for production 4.0	UCAR
4	T2.4	D2.4	Presentation of the activity titled Les réseaux de neurones : de la théorie à la pratique	UCAR
5	T2.3	D2.3	Presentation of the activity titled FischerTechnik smart factory industry 4.0 as a cyber-physical production system	BIBA
6	T2.3	D2.3	Presentation of the activity titled Data analytics for inventory management Data-driven inventory management	UNL
7	T2.3	D2.3	Presentation of the activity titled INTEGRATION DU VSM 4.0 ET IOT VIA PLATFORME AURAQUANTIC - BPMN	UIT
8	T2.2	D2.2	Presentation of the activity titled Use cases of eXtended Reality (XR) in industry	UIT
9	T2.2	D2.2	Presentation of the activity titled Use case of Augmented Reality	UIT
10	T2.4	D2.4	Presentation of the activity titled Industry 4.0 to enhance quality control processes and quality management systems	ULL
11	T2.4	D2.4	Presentation of the activity titled Quality control	ULL
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Meeting Information List to share

Infos_ID	Related Task	Related Deliv.	Information details	Shared with
1	T2.6	D2.6	Review and complete the document with the statistics of II session of IIT	All
2	T3.3	D3.3	Review and complete the document with the discussion related to the statistics of II session of IIT	All

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Selection: 2020

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Project Meeting Minutes

Minutes Identifier	M2023_11_13
Minutes Release Date	13/11/2023
Meeting Date	17/11/2023
Meeting Time	
Minutes Taker	Sabeur Elkosantini
Venue	UNL
Dissemination Level	Private

Meeting Participants per Project Partners

	Partners	Participants
P1	Université Lumière Lyon 2 (ULL)	✓ Nejib Moalla ✓ Khadija Ahjame
P2	Bremer Institut für Produktion und Logistik (BIBA)	✓ Zied Ghrairi ✓ Aaron Heuermann
P3	Universidad NOVA de Lisboa (UNL)	✓ Joao Sarraipa ✓ Pedro Pereira
P4	International Institute of Technology (IIT)	✓ Achraf Ammar
P5	Université de Carthage (UCAR)	✓ Rami B. H. Kacem ✓ Sabeur Elkosantini ✓ Imed Zaiem
P6	Ecole Centrale de Casablanca (ECC)	✓
P7	Université Ibn Tofail (UIT)	✓ Abdelmajid Elouadi

Meeting To-Do Actions' List

Action_ID	Related Task	Related Deliv.	Action Description	Assigned to
1	T2.5	D2.5	Platform organisational Model exploitation	ULL
2	T2.2	D2.2	Decomposition Activities of pilot 1 according to the LF	ECC
3	T2.3	D2.3	Decomposition Activities of pilot 2 according to the LF	UCAR
4	T2.4	D2.4	Decomposition Activities of pilot 3 according to the LF	BIBA
5	T2.7	D2.7	Procedure for the evaluation of the CC	IIT/ULL
6	T2.6	D2.6	Review of the Reports on the conducted training rounds	UIT
7	T3.2	D3.2	Review of the sustainability assurance plan	BIBA
8	T2.6	D2.7	Review of the Reports on the conducted training rounds	UIT
9	T3.2	D3.2	Review of the sustainability assurance plan	BIBA
10	T3.3	D3.3	Review of Quality Audit Reports	ULL
11	T4.3	D4.3	Update Project website	UCAR
12	T4.2	D4.5	Meetings report	UCAR
13	T4.2	D4.7	Reports on Communication, dissemination and awareness	UCAR
14	T4.3	D4.6	Publications in indexed journals & conferences	BIBA
15	T4.3	D4.4	Project Workshops	BIBA
16	T5.1	D5.3	RP2 Deliverables Review Plan	ULL
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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		
3	T2.4	D2.4		
4	T2.5	D2.5		
5	T2.6	D2.6		
6	T3.3	D3.3		
7	T2.7	D2.7		

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Capacity Building in the field of Higher Education

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Project Meeting Minutes

Minutes Identifier	M2023_11_27
Minutes Release Date	27/11/2023
Meeting Date	01/12/2023
Meeting Time	
Minutes Taker	Sabeur Elkosantini
Venue	UCAR
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
P3	Universidad NOVA de Lisboa (UNL)	
P4	International Institute of Technology (IIT)	✓ Achraf Ammar ✓ Faten Baklouti
P5	Université de Carthage (UCAR)	✓ Rami B. H. Kacem ✓ Sabeur Elkosantini ✓ Imed Zaiem
P6	Ecole Centrale de Casablanca (ECC)	✓ Saber Darmoul
P7	Université Ibn Tofail (UIT)	✓ Youssef Rochdi

Meeting To-Do Actions' List

Action_ID	Related Task	Related Deliv.	Action Description	Assigned to
1	T2.3	D2.3	Presentation of the activity « Act4.4: Les réseaux de neurones : de la théorie à la pratique »	UCAR
2	T2.2	D2.2	Presentation of the activity "Act 1.3: Failure Modes, Effects & Criticality Analysis (FMECA) in Smart Maintenance 4.0 context"	ULL
3	T2.2	D2.2	Presentation of the activity "Act U.1.3: ML and application for maintenance"	ULL
4	T2.3	D2.3	Presentation of the activity "Act 3.5: Data analytics for inventory management Data-driven inventory management"	UNL
5	T2.2	D2.2	Presentation of the activity "Act 1.1: Use cases of eXtended Reality (XR) in industry"	UIT
6	T2.4	D2.4	Presentation of the activity "Act 5.2: Industry 4.0 to enhance quality control processes and quality management systems"	ULL
7	T2.4	D2.4	Presentation of the activity titled "Act. U. 3.2: Workshop: Quality control"	ULL
8	T2.4	D2.4	Presentation of the activity titled "VSM for production 4.0"	UCAR
9	T2.3	D2.3	Presentation of the activity titled "Act. U. 2.3: smart factory industry 4.0 as a cyber-physical production system"	BIBA
10	T3.2	D3.2	Review of the sustainability assurance plan	BIBA
11	T3.3	D3.3	Review of Quality Audit Reports	ULL
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Meeting Information List to share

Infos_ID	Related Task	Related Deliv.	Information details	Shared with
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Enhance
Maintenance - Production - Quality

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Selection: 2020

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Project Meeting Minutes

Minutes Identifier	M2023_11_27
Minutes Release Date	23/12/2023
Meeting Date	18/12/2023
Meeting Time	
Minutes Taker	Sabeur Elkosantini
Venue	BIBA
Dissemination Level	Private

Meeting Participants per Project Partners

	Partners	Participants
P1	Université Lumière Lyon 2 (ULL)	✓ Nejib Moalla ✓ Lucile Vast
P2	Bremer Institut für Produktion und Logistik (BIBA)	✓ Zied Ghrairi
P3	Universidad NOVA de Lisboa (UNL)	✓ Joao Sarraipa ✓ Pedro Pereira ✓ Andre Rocha
P4	International Institute of Technology (IIT)	✓ Achraf Ammar
P5	Université de Carthage (UCAR)	✓ Rami B. H. Kacem ✓ Sabeur Elkosantini ✓ Imed Zaiem
P6	Ecole Centrale de Casablanca (ECC)	
P7	Université Ibn Tofail (UIT)	✓ Youssef Rochdi ✓ Abdelmajid Elouadi

Meeting To-Do Actions' List

Action_ID	Related Task	Related Deliv.	Action Description	Assigned to
1	T2.2	D2.2	Finishing the first version V1.0 of the deliverable D2.2 to be ready for first internal review.	UCAR
2	T2.3	D2.3	Finishing the first version V1.0 of the deliverable D2.3 to be ready for first internal review.	UCAR
3	T2.4	D2.4	Finishing the first version V1.0 of the deliverable D2.4 to be ready for first internal review.	BIBA
4	T2.2	D2.2	First internal review of D2.2.	UNL
5	T2.3	D2.3	First internal review of D2.3.	UNL
6	T2.4	D2.4	First internal review of D2.4.	UNL
7	T2.5	D2.5	First internal review of D2.5 on the Lifelong eLearning (LeL) platform	UCAR
8	T2.6	D2.6	Discuss the D2.6 on the conducted training rounds.	UIT
9	T2.2	D2.2	Second internal review of D2.2.	ULL
10	T2.3	D2.3	Second internal review of D2.3.	IIT
11	T2.4	D2.4	Second internal review of D2.4.	UIT
12	T2.7	D2.7	First internal review of the D2.7 on the Digital Innovation Hubs	UNL
13	T3.2	D3.2	First internal review of D3.2 on the sustainability assurance plan	IIT
14	T3.3	D3.3	First internal review of D3.3. on the Quality Audit reports	UNL
15	T4.3	D4.3	First internal review of D4.3 on project website	UIT
16	T4.5	D4.5	Preparing the meetings report	UCAR
17	T4.7	D4.7	First internal review of D4.7 on Communication, dissemination and awareness	UCAR
18	T4.6	D4.6	Update publications in indexed journals & conferences	BIBA
19	T4.4	D4.4	Review of the Industrial Project Workshops deliverable D4.4.	UCAR
	T5.2/T5.3	D5.2/D5.3	Project Reporting	ULL

Meeting Information List to share

Infos_ID	Related Task	Related Deliv.	Information details	Shared with
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Selection: 2020

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Capacity Building in the field of Higher Education

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Project Meeting Minutes

Minutes Identifier	M2024_02_12
Minutes Release Date	12/02/2024
Meeting Date	15/02/2024
Meeting Time	
Minutes Taker	Sabeur Elkosantini
Venue	UCAR/IIT
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 ✓ Artem Schurg
P3	Universidad NOVA de Lisboa (UNL)	✓
P4	International Institute of Technology (IIT)	✓ Achraf Ammar
P5	Université de Carthage (UCAR)	✓ Rami B. H. Kacem ✓ Sabeur Elkosantini
P6	Ecole Centrale de Casablanca (ECC)	
P7	Université Ibn Tofail (UIT)	✓ Youssef Rochdi

Meeting To-Do Actions' List

Action_ID	Related Task	Related Deliv.	Action Description	Assigned to
1	T4.7	D4.7	Trainings sessions in Tunisia	ALL

Meeting Information List to share

Infos_ID	Related Task	Related Deliv.	Information details	Shared with
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Selection: 2020

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Capacity Building in the field of Higher Education

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

Project Meeting Minutes

Minutes Identifier	M2024_05_06
Minutes Release Date	06/05/2024
Meeting Date	10/05/2024
Meeting Time	
Minutes Taker	Sabeur Elkosantini
Venue	UIT
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 ✓ Aron Heuermann
P3	Universidad NOVA de Lisboa (UNL)	✓ Andre Rocha
P4	International Institute of Technology (IIT)	✓ Achraf Ammar
P5	Université de Carthage (UCAR)	✓ Rami B. H. Kacem ✓ Sabeur Elkosantini
P6	Ecole Centrale de Casablanca (ECC)	
P7	Université Ibn Tofail (UIT)	✓ Youssef Rochdi ✓ Abdelmajid Elouadi

Meeting To-Do Actions' List

Action_ID	Related Task	Related Deliv.	Action Description	Assigned to
1	T4.7	D4.7	Trainings sessions in Tunisia	ALL

Meeting Information List to share

Infos_ID	Related Task	Related Deliv.	Information details	Shared with
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Selection: 2020

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

Project Meeting Minutes

Minutes Identifier	**M2024_05_06**
Minutes Release Date	**05/06/2024**
Meeting Date	**07/06/2024**
Meeting Time	
Minutes Taker	**Sabeur Elkosantini**
Venue	**ULL**
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
P3	Universidad NOVA de Lisboa (UNL)	
P4	International Institute of Technology (IIT)	✓ Achraf Ammar
P5	Université de Carthage (UCAR)	✓ Rami B. H. Kacem ✓ Sabeur Elkosantini
P6	Ecole Centrale de Casablanca (ECC)	✓
P7	Université Ibn Tofail (UIT)	✓ Youssef Rochdi ✓ Abdelmajid Elouadi

Meeting To-Do Actions' List

Action_ID	Related Task	Related Deliv.	Action Description	Assigned to
1	T4.2	D4.3	Website Review and update	UCAR/ULL
2	T5.2	D5.2	Final report review and update	All
3	T5.2	D5.2	Financial statement review and update	All
4	All	All	All deliverables review and update	All
5	T2.5	D2.5	LeL platforms review	UIT
6	T2.7	D2.7	DIH letters and	All
7	T2.4	D2.4	Complete and check training statistics	UIT/UCAR
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Meeting Information List to share

Infos_ID	Related Task	Related Deliv.	Information details	Shared with
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