



**JOINT ACTION MEETING,**  
Dublin, 1 March 2011, 14.00 – 17.30

**Summary Report**

This was the first Joint Action meeting of the EPAAC Joint Action. Sandra Radoš Krnel, the project coordinator, presented the requirements for administrative and financial reporting throughout the Joint Action. **Every 6 months, a financial report will be requested from all of the partners, with all the expenses incurred and copies of the documentation.**

In terms of the status of the grant agreement, the grant agreement is to be signed shortly; all the annexes have been accepted and confirmed by the EAHC. **All partners will be notified once the grant agreement has been signed and will be sent a copy; a Consortium Agreement will be prepared and will be signed between the coordinator and each partner.**

Funding will be executed in three instalments. All partners will receive 30% of the EC funding within 45 days of the signature of the grant agreement, 20% within 45 days of the receipt of the Interim Report and 20% within 45 days of the receipt of the Final Report. The remainder will be transferred after the conclusion of the Joint Action, following the receipt of all proof by the EAHC. The procedure for hiring subcontractors should be in adherence with local and institutional rules, if necessary the EC can send a procedure on request.

Work Packages 2, 4, 5, 6, 7, 8, 9 and 10 were all presented at the meeting. All Work Packages presented their plans of action for 2011 and their overall goals in the Joint Action; this information is available in the Work Package presentations.

As regards dissemination (Work Package 2), the programme suite Project Place will be used for internal collaboration within the Partnership. Also, there will be a dedicated EPAAC website (epaac.eu) to be used in conjunction with HEIDI (<http://ec.europa.eu/health/heidi>), a tool set up by DG SANCO. Epaac.eu will have a wider scope and appeal to more publics, while HEIDI will be used as a document repository.

The next Joint Action meeting will be on 15 June 2011 in Madrid, Spain following the conclusion of the first EPAAC Open Forum.