1. Welcome to participants – N Fineberg 14:00 – 14:05
2. Verification of the presence of two-thirds of the Participating COST Countries or, if applicable, a quorum - N Hall 14:05 – 14:10
3. Adoption of agenda – N Fineberg 14:10 - :14:15
4. Approval of minutes and matters arising of last meeting 14:15 – 14:20
5. Update from the Action Chair – N Fineberg 14:20 – 14:30
   a) Status of Action: start and end dates of Action, participating COST countries, participating NNC/IPC institutions and Specific Organisations.
   b) ITC Grants and Short Term Scientific Missions (STSM): review of completed reports and new applications 14:30 – 14:45
6. Update from the Grant Holder: Action budget status – N Hall - 14:45 – 14:55
   a) Promotion of gender balance and Early Career Investigators (ECI)
   b) Inclusiveness and Excellence (see below list of Inclusiveness Target Countries)

Coffee Break 15:15 – 15:45

9. Follow-up of MoU objectives: progress report of working groups 15:45 – 16:30
   WG1 – K Ioannidis
   WG2 – E Cinosi
   WG3 - Z Demetrovics
   WG4 – J Menchon

10. Scientific planning - N Fineberg 16:30 – 16:50
   a) Scientific strategy (MoU objectives, GP Goals, WG tasks and deliverables)
   b) Action Budget Planning
   c) Long-term planning (including anticipated locations and dates of future activities)
   d) Dissemination planning (Publications and outreach activities)

11. Requests to join the Action from: 16:50 – 16:55
   a) COST countries (Finland)

12. AOB - 16:55 – 17:00
13. Location and date of next meeting
14. Summary of MC decisions
15. Closing