

## REUSEFUL

### Project REUSEFUL

## "Promoting waste reduction with reuse centres in the South Adriatic area"

### Kick-Off Meeting Agenda

Friday, 23 January 2026 | Ostuni

Venue: [Hotel Ostuni Palace](#), Corso Vittorio Emanuele II, 218/222, 72017 Ostuni BR

Time	Description	Responsible
10:00 – 10:15	Welcome coffee and registration of participants	
10:15 – 10:30	Welcome speech and opening of the meeting	LP
10:30 – 11:00	Brief introduction and presentation of all partners (each partner delivers a 5-minutes presentation)	All partners
11:00 – 11:30	Coffee Break	
11:30 – 13:00	Interventions from the Joint Secretariat of the Interreg IPA South Adriatic 2021- 2027: management and communication requirements	Ms. Chiara Campanile (Project Officer)  Ms. Carmela Sfregola (Programme Communication Officer)
13:00 – 13:20	Overview of the REUSEFUL project: <ul style="list-style-type: none"> <li>Objectives and goals</li> <li>Work Packages and timeline</li> <li>Roles and responsibilities</li> </ul>	LP
13:20 – 14:00	Presentation of the WP 1 - Preparatory studies and awareness campaign <ul style="list-style-type: none"> <li>Discussion on the methodology and structure of the A.1.1 Baseline study on waste management</li> <li>Discussion about A.1.2 Creation of educational materials</li> </ul>	PP4
14:00 – 15:00	Lunch break	

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15:00 – 16:00	<p>Presentation of the WP 4 - Development and implementation of joint solutions</p> <ul style="list-style-type: none"> <li>• Illustration of the Tuscan (or other Italian) model of reuse center</li> <li>• Discussion of the REUSEFUL model of reuse center</li> <li>• Presentation of partners' pilot actions</li> </ul>	LP + All partners (each partner should prepare a 10-minute presentation).
16:00 – 16:30	<p>Presentation of project management:</p> <ul style="list-style-type: none"> <li>• Management tools</li> <li>• Financial and project progress reporting</li> <li>• Establishment of the Steering Committee</li> <li>• Presentation of the rules of procedures</li> <li>• Other management issues</li> </ul>	LP
16:30 – 16:50	<p>Presentation of project communication:</p> <ul style="list-style-type: none"> <li>• Communication tools</li> <li>• Overview of the mandatory activities</li> <li>• Other communication issues</li> </ul>	LP
16:50 – 17:00	Discussion and wrap up	All partners