



**Regional Quality
Management
Centre**



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Annual Coordination Meeting of ReSPA Regional Quality Management Centre (RQMC)

6 December 2021, Tirana, Republic of Albania

Provisional Programme and Agenda

Venue: TBC



The very first Annual Coordination Meeting of ReSPA Regional Quality Management Centre (RQMC) aims to complete the work on establishing the RQMC operational and procedural structures and get the agreement on future main blocks of activities.

Invited attendees are nominated members of two regional RQMC networks: Network of CAF Contact Points and Network of External CAF Feedback Actors (EFACs) as well as members of ReSPA Governing Board at Senior Level from Member countries. The members of ReSPA GB at senior level are also invited at the meeting as the observers.

Participants from two regional networks will, together with ReSPA Director- *ex officio* Chair of the RQMC, and ReSPA appointed RQMC Secretariat, work on discussing and adopting proposed internal documentation of the Centre. They will also get familiar with the activities already undertaken by RQMC in 2021, such as CAF projects and Regional Periodical QM Analysis.

AGENDA

11.00 – 11.15 Registration of participants and welcome coffee		
11.15 – 11.25	Welcome note	Ms Ratka Sekulović, ReSPA Director
11.25 - 12.30	Rules and procedures governing the organization and operation of the RQMC in ReSPA	Mr Gentian Xhaxhiu, ReSPA Programme Manager - Legal
	Regional CAF and PEF Network	Ms Olivera Damjanović, ReSPA Programme Manager
12.30 – 13.15	RQMC Current Activities and Annual Priority Activities	Ms Ratka Sekulovic Ms Olivera Damjanović
13.15 - 14.45	Lunch	
14.45 – 15.15	PEF Guidelines presentation (Prerecorded session)	Mr Thomas Prorok, Mr. Phillip Parzer, ReSPA Experts
	Discussion	ReSPA/RQMC
15.15 – 16.00	Regional Periodical Quality Management Analysis	Ms Tihana Puzić, ReSPA Expert
19.30 – 21.30	Social event (dinner at local restaurant)	