

MINUTES OF MEETING

Date	:	11.12.2019
Place	:	Skype Meeting
Participants	:	Prof. Dr. Fatih KONUKÇU (NKU) Prof. Dr. Lokman Hakan TECER (NKU) Prof. Dr. Selçuk ALBUT (NKU) Kadriye ÇİL (NKU) Sonya ENILOVA and TDCNM team Mamuka GVILAVA and CIVITAS team Vladimir FILIN and UKRMEPA team
Subject	:	Monthly Project Coordination Meeting – 13
		<ol style="list-style-type: none">1. NKU started the conversation by announcing that Bulgarian videos are ready to see on EEP. Georgian videos will be ready by next week and the DVDs are planned to be ready towards the end of this month and they will be sent to each partner's address by post. Following this information, TDCNM informed that fishing for litter is going to be done next week.2. NKU mentioned that Georgian auditor (FLC) has again a problem on the system. CIVITAS expenditures have been certified at % 75 by FLC but it is not realistic. Thus, JTS will ask for some clarifications about the issue. The exchange rate problem should be solved. CIVITAS should negotiate with UKRMEPA as they have already solved their problem. NKU warned CIVITAS not to use monthly exchange rate of the expenditure date and recommends CIVITAS to use one exchange rate for all expenditure. In this project, once you enter the expenditures, the system uses the same exchange rate for the whole budget. You can use the exchange rate of the reporting date, not the date of your own expenditure. NKU added the example that it doesn't matter when the data is entered. If you enter the data in September, the system uses the exchange rate of that time and assigns them to all in Euros. CIVITAS asked whether they should wait for the rejection. NKU said that they think so. JTS will ask for clarification via email and then they will see how to manage the issue. In order to receive the next payment, NKU suggested that CIVITAS should communicate UKRMEPA and JTS on how to solve the FLC certification problem.3. UKRMEPA mentioned that there are several questions about the registration of students, teachers and schools on EEP database. NKU answered that they will send the information. They have the information ready in Turkish and they will send the English version as soon as it is translated. Regarding some other questions about registration, NKU gave several instructions. First, the schools are registered. Then teachers are allocated to schools and teachers register students. However,

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		<p>partners (EEP Coordinators) may also register students. The partners should register institutions on Marine Litter Watch as well. NKU will send the short guide by email.</p> <p>4. It has been concluded that the next Skype Meeting will be held on January 15th, 2020 (Wednesday) at 11:00 with Turkish local time.</p>
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