

EMPIR Call 2019 – NET
AGENDA
DAY 1 - Tuesday 5th November



08:00	Registration (Lobby GROUND FLOOR)	
09:00	WELCOME SESSION: ALL DELEGATES▲ (Polder 3 GROUND FLOOR)	
	<i>Speaker: EMPIR Programme Manager</i>	
09:30	REFEREE SESSIONS▲ (Polder 3 GROUND FLOOR)	JNP REPRESENTATIVE SESSIONS ▲ (Polder 2 GROUND FLOOR)
	Referees introduction <i>Chaired by the MSU facilitators</i>	What to expect at the review conference <i>Speaker: EMPIR Programme Manager</i>
10:00	Evaluation guidance for referees <i>Speaker: EMPIR Programme Manager</i>	What to expect if your proposal is successful <i>Speaker: Deputy Programme Manager</i>
10:45	Coffee break (Polder Foyer GROUND FLOOR)	
11:15	POSTER SESSION: ALL DELEGATES▲ (Polder 1, Polder 2 GROUND FLOOR)	
	<p>The poster session is comprised of pre-allocated poster presentation sessions of 20 minutes. Please see the poster timetable provided. Each pre-allocated session comprises:</p> <ul style="list-style-type: none"> • A 5 minute presentation from the proposal representative. • 15 minutes of informal questions from the referees. • A maximum of 2 referees at each poster during a pre-allocated session. • A bell will signal the end of each session. Please end promptly. 	
12:15	Lunch break (Polder Foyer GROUND FLOOR)	
13:15	POSTER SESSION CONTINUED: ALL DELEGATES▲ (Polder 1, Polder 2 GROUND FLOOR)	
	<p>Poster session continued. Representatives will also be required for an open session for any further questions from referees. Please note that during the open session the number of referees has not been scheduled and so may vary.</p>	
14:00	Coffee break (Polder Foyer GROUND FLOOR)	
14:15	BREAKOUT SESSION: REFEREES	
	GROUP 1 (Field 1 FIRST FLOOR)	GROUP 2 (Field 2 FIRST FLOOR)
	Referees' development of questions The referees will discuss their first impressions of the proposals and develop questions for each proposal. The questions will be asked to the JNP representatives in the formal question and answer session.	
15:50	Coffee break (Field Foyer FIRST FLOOR)	
16:15	BREAKOUT SESSION: REFEREES & JNP REPRESENTATIVES▲	
	GROUP 1 (Field 1 FIRST FLOOR)	GROUP 2 (Field 2 FIRST FLOOR)
	Formal question and answer session The referees ask each JNP representative the questions they have developed in the previous session. JNP representatives will be invited into the session individually and will be seated in front of the referees. JNP representatives will have a maximum of 15 minutes of questions. JNP representatives will be questioned in ascending proposal number order within their respective groups. After this session JNP representatives may leave.	
17:20	Meeting Ends	
18:30	Conference dinner: referees and EURAMET (Restaurant GROUND FLOOR)	

EMPIR Call 2019 – NET
AGENDA
DAY 2 - Wednesday 6th November



	REFEREES ▲ (Polder 3 GROUND FLOOR)	
08:45	A reminder of the tasks <i>Speaker: EMPIR Programme Manager</i>	
	MARKING SESSION: REFEREES	
	GROUP 1 (Field 1 FIRST FLOOR)	GROUP 2 (Field 2 FIRST FLOOR)
09:00	Referees agree a consensus mark for each proposal against the evaluation criteria, and complete one marking sheet for each proposal. The referees who concentrated on the proposal under discussion should make the most comments, but all referees may comment on a proposal. Referees should establish a ranked list of all proposals in their group. This list and the marking sheets are then submitted to the MSU.	
10:25	Coffee break (Field Foyer FIRST FLOOR)	
	MARKING SESSION CONTINUED: REFEREES	
	GROUP 1 (Field 1 FIRST FLOOR)	GROUP 2 (Field 2 FIRST FLOOR)
10:55	Marking session continued.	
12:45	Lunch break (Restaurant GROUND FLOOR)	
	REFEREE DISCUSSIONS ▲ (Polder 3 GROUND FLOOR)	
13:45	Discussion of the single ranked list <i>Chaired by the EMPIR Programme Manager</i> During lunch, the MSU will have established a preliminary single ranked list of proposals. They will identify those that fall near the funding cut-off point and these will be the focus of this session's discussions. The referees will discuss the preliminary single ranked list of proposals in order to establish their final single ranked list of all proposals. The EMPIR Programme Manager will provide procedural advice and capture the results including the preliminary decision for each proposal.	
	CLOSING SESSION ▲ (Polder 3 GROUND FLOOR)	
14:45	Any other business and close If the previous session requires more time this session may be delayed. Referees are reminded that they were asked to make travel plans that allowed them to remain until the end of the meeting.	
15:30	Meeting Ends	

Contact the MSU
• Mobile: +44 7718 195517
• Email: msu@npl.co.uk
• Helpline: +44 20 8943 6666



The EMPIR Chair and Deputy Chair may observe sessions marked ▲




EMPIR Call 2019 – RPT
AGENDA
DAY 3 - Thursday 7th November



08:00	Registration (Lobby GROUND FLOOR)	
09:00	WELCOME SESSION: ALL DELEGATES ▲ (Polder 3 GROUND FLOOR)	
	<i>Speaker: EMPIR Programme Manager</i>	
09:30	REFEREE SESSIONS ▲ (Polder 3 GROUND FLOOR)	JRP REPRESENTATIVE SESSIONS ▲ (Polder 2 GROUND FLOOR)
	Referees introduction <i>Chaired by the MSU facilitators</i>	What to expect at the review conference <i>Speaker: EMPIR Programme Manager</i>
10:00	Evaluation guidance for referees <i>Speaker: EMPIR Programme Manager</i>	What to expect if your proposal is successful <i>Speaker: Deputy Programme Manager</i>
10:45	Coffee break (Polder Foyer GROUND FLOOR)	
11:15	POSTER SESSION: ALL DELEGATES ▲ (Polder 1 GROUND FLOOR)	
	<p>The poster session is comprised of pre-allocated poster presentation sessions of 20 minutes. Please see the poster timetable provided. Each pre-allocated session comprises:</p> <ul style="list-style-type: none"> • A 5 minute presentation from the proposal representative. • 15 minutes of informal questions from the referees. • A maximum of 2 referees at each poster during a pre-allocated session. • A bell will signal the end of each session. Please end promptly. 	
12:15	Lunch break (Polder Foyer GROUND FLOOR)	
13:20	POSTER SESSION CONTINUED: ALL DELEGATES ▲ (Polder 1 GROUND FLOOR)	
	Poster session continued.	
13:40	Coffee break (Polder Foyer GROUND FLOOR)	
14:15	BREAKOUT SESSION: REFEREES (Polder 1 GROUND FLOOR)	
	<p>Referees' development of questions</p> <p>The referees will discuss their first impressions of the proposals and develop questions for each proposal. The questions will be asked to the JRP representatives in the formal question and answer session.</p>	
16:10	Coffee break (Polder Foyer GROUND FLOOR)	
16:30	BREAKOUT SESSION: REFEREES & JRP REPRESENTATIVES ▲ (Polder 1 GROUND FLOOR)	
	<p>Formal question and answer session</p> <p>The referees ask each JRP representative the questions they have developed in the previous session. JRP representatives will be invited into the session individually and will be seated in front of the referees. JRP representatives will have a maximum of 15 minutes of questions. JRP representatives will be questioned in ascending proposal number order within their respective groups. After this session JRP representatives may leave.</p>	
17:35	Meeting Ends	
19:00	Conference dinner: referees and EURAMET (Restaurant GROUND FLOOR)	

EMPIR Call 2019 – RPT
AGENDA
DAY 4 - Friday 8th November



	REFEREES ▲ (Polder 1 GROUND FLOOR)
08:45	<p>A reminder of the tasks <i>Speaker: EMPIR Programme Manager</i></p>
	MARKING SESSION: REFEREES (Polder 1 GROUND FLOOR)
09:00	<p>Referees agree a consensus mark for each proposal against the evaluation criteria, and complete one marking sheet for each proposal. The referees who concentrated on the proposal under discussion should make the most comments, but all referees may comment on a proposal.</p> <p>Referees should establish a ranked list of all proposals in their group. This list and the marking sheets are then submitted to the MSU.</p>
10:45	Coffee break (Polder Foyer GROUND FLOOR)
	MARKING SESSION CONTINUED: REFEREES
11:15	Marking session continued.
13:15	Lunch break (Restaurant GROUND FLOOR)
	CLOSING SESSION ▲ (Polder 1 GROUND FLOOR)
14:15	<p>Any other business and close If the previous session requires more time this session may be delayed. Referees are reminded that they were asked to make travel plans that allowed them to remain until the end of the meeting.</p>
15:30	Meeting Ends
<p>Contact the MSU</p> <ul style="list-style-type: none"> • Mobile: +44 7718 195517 • Email: msu@npl.co.uk • Helpline: +44 20 8943 6666 	
<p><i>The EMPIR Chair and Deputy Chair may observe sessions marked ▲</i></p>	
   <p><small>The EMPIR initiative is co-funded by the European Union's Horizon 2020 research and innovation programme and the EMPIR Participating States</small></p>	

EMPIR Call 2019 – NRM
AGENDA
DAY 3 - Thursday 7th November



08:00	Registration (Lobby GROUND FLOOR)	
09:00	WELCOME SESSION: ALL DELEGATES ▲ (Polder 3 GROUND FLOOR)	
	<i>Speaker: EMPIR Programme Manager</i>	
09:30	REFEREE SESSIONS ▲ (Polder 3 GROUND FLOOR)	JRP REPRESENTATIVE SESSIONS ▲ (Polder 2 GROUND FLOOR)
	Referees introduction <i>Chaired by the MSU facilitators</i>	What to expect at the review conference <i>Speaker: EMPIR Programme Manager</i>
10:00	Evaluation guidance for referees <i>Speaker: EMPIR Programme Manager</i>	What to expect if your proposal is successful <i>Speaker: Deputy Programme Manager</i>
10:45	Coffee break (Polder Foyer GROUND FLOOR)	
11:15	POSTER SESSION: ALL DELEGATES ▲ (Polder 2, Polder 3 GROUND FLOOR)	
	<p>The poster session is comprised of pre-allocated poster presentation sessions of 20 minutes. Please see the poster timetable provided. Each pre-allocated session comprises:</p> <ul style="list-style-type: none"> • A 5 minute presentation from the proposal representative. • 15 minutes of informal questions from the referees. • A maximum of 2 referees at each poster during a pre-allocated session. • A bell will signal the end of each session. Please end promptly. 	
12:15	Lunch break (Polder Foyer GROUND FLOOR)	
13:00	POSTER SESSION CONTINUED: ALL DELEGATES ▲ (Polder 2, Polder 3 GROUND FLOOR)	
	<p>Poster session continued. Representatives will also be required for an open session for any further questions from referees. Please note that during the open session the number of referees has not been scheduled and so may vary.</p>	
14:30	Coffee break (Polder Foyer GROUND FLOOR)	
14:45	BREAKOUT SESSION: REFEREES	
	GROUP 1 (Field 1 FIRST FLOOR)	GROUP 2 (Field 2 FIRST FLOOR)
	Referees' development of questions The referees will discuss their first impressions of the proposals and develop questions for each proposal. The questions will be asked to the JRP representatives in the formal question and answer session.	
16:45	Coffee break (Field Foyer FIRST FLOOR)	
17:00	BREAKOUT SESSION: REFEREES & JRP REPRESENTATIVES ▲	
	GROUP 1 (Field 1 FIRST FLOOR)	GROUP 2 (Field 2 FIRST FLOOR)
	Formal question and answer session The referees ask each JRP representative the questions they have developed in the previous session. JRP representatives will be invited into the session individually and will be seated in front of the referees. JRP representatives will have a maximum of 15 minutes of questions. JRP representatives will be questioned in ascending proposal number order within their respective groups. After this session JRP representatives may leave.	
18:35	Meeting Ends	
19:00	Conference dinner: referees and EURAMET (Restaurant GROUND FLOOR)	

EMPIR Call 2019 – NRM
AGENDA
DAY 4 - Friday 8th November



	REFEREES ▲ (Polder 3 GROUND FLOOR)	
08:45	A reminder of the tasks <i>Speaker: EMPIR Programme Manager</i>	
	MARKING SESSION: REFEREES	
	GROUP 1 (Field 1 FIRST FLOOR)	GROUP 2 (Field 2 FIRST FLOOR)
09:00	<p>Referees agree a consensus mark for each proposal against the evaluation criteria, and complete one marking sheet for each proposal. The referees who concentrated on the proposal under discussion should make the most comments, but all referees may comment on a proposal.</p> <p>Referees should establish a ranked list of all proposals in their group. This list and the marking sheets are then submitted to the MSU.</p>	
10:50	Coffee break (Field Foyer FIRST FLOOR)	
	MARKING SESSION CONTINUED: REFEREES	
	GROUP 1 (Field 1 FIRST FLOOR)	GROUP 2 (Field 2 FIRST FLOOR)
11:15	Marking session continued.	
13:15	Lunch break (Restaurant GROUND FLOOR)	
	REFEREE DISCUSSIONS ▲ (Polder 3 GROUND FLOOR)	
14:15	<p>Discussion of the single ranked list <i>Chaired by the EMPIR Programme Manager</i></p> <p>During lunch, the MSU will have established a preliminary single ranked list of proposals. They will identify those that fall near the funding cut-off point and these will be the focus of this session's discussions.</p> <p>The referees will discuss the preliminary single ranked list of proposals in order to establish their final single ranked list of all proposals. The EMPIR Programme Manager will provide procedural advice and capture the results including the preliminary decision for each proposal.</p>	
	CLOSING SESSION ▲ (Polder 3 GROUND FLOOR)	
15:15	Any other business and close If the previous session requires more time this session may be delayed. Referees are reminded that they were asked to make travel plans that allowed them to remain until the end of the meeting.	
16:00	Meeting Ends	

Contact the MSU
 • Mobile: +44 7718 195517
 • Email: msu@npl.co.uk
 • Helpline: +44 20 8943 6666



The EMPIR Chair and Deputy Chair may observe sessions marked ▲

EMPIR Call 2019 – Support for Impact
AGENDA
DAY 6 - Sunday 10th November



08:00	Registration (Lobby GROUND FLOOR)
09:00	WELCOME SESSION▲ (Polder 1 GROUND FLOOR)
	<i>Speaker: EMPIR Programme Manager</i>
09:30	REFEREE SESSION▲ (Polder 1 GROUND FLOOR)
	Referees introduction <i>Chaired by the MSU facilitator</i>
	Referees introduce themselves within the consensus group. Referees have been pre-allocated proposals to ensure each is reviewed by a minimum of 3 referees. However, referees can contribute to discussions on all proposals (where they feel competent). Evaluation guidance for referees <i>Speaker: EMPIR Programme Manager</i>
10:30	Coffee break (Polder Foyer GROUND FLOOR)
11:00	MARKING SESSION (Polder 1 GROUND FLOOR)
	<i>Chaired by the MSU facilitator</i>
	Referees agree a consensus score for each proposal against the evaluation criteria, and complete one marking sheet for each proposal. The referees who concentrated on the proposal under discussion should make the most comments, but all referees may comment on a proposal. There will be approximately 20 minutes to discuss each proposal. Referees should then establish a final ranked list of all proposals. This list and the marking sheets are submitted to the MSU. The EMPIR Programme Manager will provide procedural advice and capture the results including the preliminary decision for each proposal.
12:30	Lunch break (Restaurant GROUND FLOOR)
13:30	MARKING SESSION CONTINUED
	<i>Chaired by the MSU facilitator</i>
15:30	CLOSING SESSION^ (Polder 1 GROUND FLOOR)
	Any other business If the previous session requires more time this session may be delayed. Referees are reminded that they were asked to make travel plans that allowed them to remain until 16:00.
16:00	Meeting Ends

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The EMPIR Chair and Deputy Chair may observe sessions marked ▲

EMPIR Call 2019 – ENG
AGENDA
DAY 7 - Monday 11th November



08:00	Registration (Lobby GROUND FLOOR)		
09:00	WELCOME SESSION: ALL DELEGATES ▲ (Polder 3 GROUND FLOOR)		
	<i>Speaker: EMPIR Programme Manager</i>		
09:30	REFEREE SESSIONS ▲ (Polder 3 GROUND FLOOR)	JRP REPRESENTATIVE SESSIONS ▲ (Polder 2 GROUND FLOOR)	
	Referees introduction <i>Chaired by the MSU facilitators</i>	What to expect at the review conference <i>Speaker: EMPIR Programme Manager</i>	
10:00	Evaluation guidance for referees <i>Speaker: EMPIR Programme Manager</i>	What to expect if your proposal is successful <i>Speaker: Deputy Programme Manager</i>	
10:45	Coffee break (Polder Foyer GROUND FLOOR)		
11:15	POSTER SESSION: ALL DELEGATES ▲ (Polder 1, Polder 2, Polder 3 GROUND FLOOR)		
	<p>The poster session is comprised of pre-allocated poster presentation sessions of 20 minutes. Please see the poster timetable provided. Each pre-allocated session comprises:</p> <ul style="list-style-type: none"> • A 5 minute presentation from the proposal representative. • 15 minutes of informal questions from the referees. • A maximum of 2 referees at each poster during a pre-allocated session. • A bell will signal the end of each session. Please end promptly. 		
12:15	Lunch break (Polder Foyer GROUND FLOOR)		
13:00	POSTER SESSION CONTINUED: ALL DELEGATES ▲ (Polder 1, Polder 2, Polder 3 GROUND FLOOR)		
	<p>Poster session continued. Representatives will also be required for an open session for any further questions from referees. Please note that during the open session the number of referees has not been scheduled and so may vary.</p>		
14:30	Coffee break (Polder Foyer GROUND FLOOR)		
14:45	BREAKOUT SESSION: REFEREES		
	GROUP 1 (Field 1 FIRST FLOOR)	GROUP 2 (Field 2 FIRST FLOOR)	GROUP 3 (Field 3 FIRST FLOOR)
	Referees' development of questions The referees will discuss their first impressions of the proposals and develop questions for each proposal. The questions will be asked to the JRP representatives in the formal question and answer session.		
16:45	Coffee break (Field Foyer FIRST FLOOR)		
17:00	BREAKOUT SESSION: REFEREES & JRP REPRESENTATIVES ▲		
	GROUP 1 (Field 1 FIRST FLOOR)	GROUP 2 (Field 2 FIRST FLOOR)	GROUP 3 (Field 3 FIRST FLOOR)
	Formal question and answer session The referees ask each JRP representative the questions they have developed in the previous session. JRP representatives will be invited into the session individually and will be seated in front of the referees. JRP representatives will have a maximum of 15 minutes of questions. JRP representatives will be questioned in ascending proposal number order within their respective groups. After this session JRP representatives may leave.		
18:35	Meeting Ends		
19:00	Conference dinner: referees and EURAMET (Restaurant GROUND FLOOR)		

EMPIR Call 2019 – ENG
AGENDA
DAY 8 - Tuesday 12th November



REFEREES ▲ (Polder 3 GROUND FLOOR)				
08:45	<p>A reminder of the tasks <i>Speaker: EMPIR Programme Manager</i></p>			
MARKING SESSION: REFEREES				
09:00	<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="background-color: red; color: white; text-align: center;">GROUP 1 (Field 1 FIRST FLOOR)</td> <td style="background-color: yellow; text-align: center;">GROUP 2 (Field 2 FIRST FLOOR)</td> <td style="background-color: green; text-align: center;">GROUP 3 (Field 3 FIRST FLOOR)</td> </tr> </table>	GROUP 1 (Field 1 FIRST FLOOR)	GROUP 2 (Field 2 FIRST FLOOR)	GROUP 3 (Field 3 FIRST FLOOR)
	GROUP 1 (Field 1 FIRST FLOOR)	GROUP 2 (Field 2 FIRST FLOOR)	GROUP 3 (Field 3 FIRST FLOOR)	
<p>Referees agree a consensus mark for each proposal against the evaluation criteria, and complete one marking sheet for each proposal. The referees who concentrated on the proposal under discussion should make the most comments, but all referees may comment on a proposal.</p> <p>Referees should establish a ranked list of all proposals in their group. This list and the marking sheets are then submitted to the MSU.</p>				
Coffee break (Field Foyer FIRST FLOOR)				
MARKING SESSION CONTINUED: REFEREES				
11:15	<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="background-color: red; color: white; text-align: center;">GROUP 1 (Field 1 FIRST FLOOR)</td> <td style="background-color: yellow; text-align: center;">GROUP 2 (Field 2 FIRST FLOOR)</td> <td style="background-color: green; text-align: center;">GROUP 3 (Field 3 FIRST FLOOR)</td> </tr> </table>	GROUP 1 (Field 1 FIRST FLOOR)	GROUP 2 (Field 2 FIRST FLOOR)	GROUP 3 (Field 3 FIRST FLOOR)
	GROUP 1 (Field 1 FIRST FLOOR)	GROUP 2 (Field 2 FIRST FLOOR)	GROUP 3 (Field 3 FIRST FLOOR)	
<p>Marking session continued.</p>				
Lunch break (Restaurant GROUND FLOOR)				
REFEREE DISCUSSIONS ▲ (Polder 3 GROUND FLOOR)				
14:15	<p>Discussion of the single ranked list <i>Chaired by the EMPIR Programme Manager</i></p> <p>During lunch, the MSU will have established a preliminary single ranked list of proposals. They will identify those that fall near the funding cut-off point and these will be the focus of this session's discussions.</p> <p>The referees will discuss the preliminary single ranked list of proposals in order to establish their final single ranked list of all proposals. The EMPIR Programme Manager will provide procedural advice and capture the results including the preliminary decision for each proposal.</p>			
	<p>CLOSING SESSION ▲ (Polder 3 GROUND FLOOR)</p> <p>Any other business and close If the previous session requires more time this session may be delayed. Referees are reminded that they were asked to make travel plans that allowed them to remain until the end of the meeting.</p>			
Meeting Ends				
<p>Contact the MSU</p> <ul style="list-style-type: none"> • Mobile: +44 7718 195517 • Email: msu@npl.co.uk • Helpline: +44 20 8943 6666 				
<p><i>The EMPIR Chair and Deputy Chair may observe sessions marked ▲</i></p>				



EMPIR Call 2019 – ENV
AGENDA
DAY 9 - Wednesday 13th November



08:00	Registration (Lobby GROUND FLOOR)		
09:00	WELCOME SESSION: ALL DELEGATES ▲ (Polder 3 GROUND FLOOR)		
	<i>Speaker: EMPIR Programme Manager</i>		
09:30	REFEREE SESSIONS ▲ (Polder 3 GROUND FLOOR)	JRP REPRESENTATIVE SESSIONS ▲ (Polder 2 GROUND FLOOR)	
	Referees introduction <i>Chaired by the MSU facilitators</i>	What to expect at the review conference <i>Speaker: EMPIR Programme Manager</i>	
10:00	Evaluation guidance for referees <i>Speaker: EMPIR Programme Manager</i>	What to expect if your proposal is successful <i>Speaker: Deputy Programme Manager</i>	
10:45	Coffee break (Polder Foyer GROUND FLOOR)		
11:15	POSTER SESSION: ALL DELEGATES ▲ (Polder 1, Polder 2, Polder 3 GROUND FLOOR)		
	<p>The poster session is comprised of pre-allocated poster presentation sessions of 20 minutes. Please see the poster timetable provided. Each pre-allocated session comprises:</p> <ul style="list-style-type: none"> • A 5 minute presentation from the proposal representative. • 15 minutes of informal questions from the referees. • A maximum of 2 referees at each poster during a pre-allocated session. • A bell will signal the end of each session. Please end promptly. 		
12:15	Lunch break (Polder Foyer GROUND FLOOR)		
13:00	POSTER SESSION CONTINUED: ALL DELEGATES ▲ (Polder 1, Polder 2, Polder 3 GROUND FLOOR)		
	<p>Poster session continued. Representatives will also be required for an open session for any further questions from referees. Please note that during the open session the number of referees has not been scheduled and so may vary.</p>		
14:30	Coffee break (Polder Foyer GROUND FLOOR)		
14:45	BREAKOUT SESSION: REFEREES		
	GROUP 1 (Field 1 FIRST FLOOR)	GROUP 2 (Field 2 FIRST FLOOR)	GROUP 3 (Field 3 FIRST FLOOR)
	Referees' development of questions The referees will discuss their first impressions of the proposals and develop questions for each proposal. The questions will be asked to the JRP representatives in the formal question and answer session.		
16:45	Coffee break (Field Foyer FIRST FLOOR)		
17:00	BREAKOUT SESSION: REFEREES & JRP REPRESENTATIVES ▲		
	GROUP 1 (Field 1 FIRST FLOOR)	GROUP 2 (Field 2 FIRST FLOOR)	GROUP 3 (Field 3 FIRST FLOOR)
	Formal question and answer session The referees ask each JRP representative the questions they have developed in the previous session. JRP representatives will be invited into the session individually and will be seated in front of the referees. JRP representatives will have a maximum of 15 minutes of questions. JRP representatives will be questioned in ascending proposal number order within their respective groups. After this session JRP representatives may leave.		
18:35	Meeting Ends		
19:00	Conference dinner: referees and EURAMET (Restaurant GROUND FLOOR)		

EMPIR Call 2019 – ENV
AGENDA
DAY 10 - Thursday 14th November



REFEREES ▲ (Polder 3 GROUND FLOOR)				
08:45	<p>A reminder of the tasks <i>Speaker: EMPIR Programme Manager</i></p>			
MARKING SESSION: REFEREES				
09:00	<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="background-color: red; color: white; text-align: center;">GROUP 1 (Field 1 FIRST FLOOR)</td> <td style="background-color: yellow; text-align: center;">GROUP 2 (Field 2 FIRST FLOOR)</td> <td style="background-color: green; text-align: center;">GROUP 3 (Field 3 FIRST FLOOR)</td> </tr> </table>	GROUP 1 (Field 1 FIRST FLOOR)	GROUP 2 (Field 2 FIRST FLOOR)	GROUP 3 (Field 3 FIRST FLOOR)
	GROUP 1 (Field 1 FIRST FLOOR)	GROUP 2 (Field 2 FIRST FLOOR)	GROUP 3 (Field 3 FIRST FLOOR)	
<p>Referees agree a consensus mark for each proposal against the evaluation criteria, and complete one marking sheet for each proposal. The referees who concentrated on the proposal under discussion should make the most comments, but all referees may comment on a proposal.</p> <p>Referees should establish a ranked list of all proposals in their group. This list and the marking sheets are then submitted to the MSU.</p>				
Coffee break (Field Foyer FIRST FLOOR)				
MARKING SESSION CONTINUED: REFEREES				
11:15	<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="background-color: red; color: white; text-align: center;">GROUP 1 (Field 1 FIRST FLOOR)</td> <td style="background-color: yellow; text-align: center;">GROUP 2 (Field 2 FIRST FLOOR)</td> <td style="background-color: green; text-align: center;">GROUP 3 (Field 3 FIRST FLOOR)</td> </tr> </table>	GROUP 1 (Field 1 FIRST FLOOR)	GROUP 2 (Field 2 FIRST FLOOR)	GROUP 3 (Field 3 FIRST FLOOR)
	GROUP 1 (Field 1 FIRST FLOOR)	GROUP 2 (Field 2 FIRST FLOOR)	GROUP 3 (Field 3 FIRST FLOOR)	
<p>Marking session continued.</p>				
Lunch break (Restaurant GROUND FLOOR)				
REFEREE DISCUSSIONS ▲ (Polder 3 GROUND FLOOR)				
14:15	<p>Discussion of the single ranked list <i>Chaired by the EMPIR Programme Manager</i></p> <p>During lunch, the MSU will have established a preliminary single ranked list of proposals. They will identify those that fall near the funding cut-off point and these will be the focus of this session's discussions.</p> <p>The referees will discuss the preliminary single ranked list of proposals in order to establish their final single ranked list of all proposals. The EMPIR Programme Manager will provide procedural advice and capture the results including the preliminary decision for each proposal.</p>			
	<p>CLOSING SESSION ▲ (Polder 3 GROUND FLOOR)</p> <p>Any other business and close If the previous session requires more time this session may be delayed. Referees are reminded that they were asked to make travel plans that allowed them to remain until the end of the meeting.</p>			
Meeting Ends				
<p>Contact the MSU</p> <ul style="list-style-type: none"> • Mobile: +44 7718 195517 • Email: msu@npl.co.uk • Helpline: +44 20 8943 6666 				
<p><i>The EMPIR Chair and Deputy Chair may observe sessions marked ▲</i></p>				

