

Programme Kick-off Meeting
Working and Learning in the World of Cradle-to-Cradle C2C
Leonardo da Vinci, Transfer of Innovation

19 January 2012 – 20 January 2012
Vught, The Netherlands

Important addresses, persons, phone numbers

Contact person The Netherlands

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Project leader

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Hotel

Stay: Wednesday 18 January 2012 till Saturday 21 January 2012

Name: Kloosterhotel Zin
Address: Boxtelseweg 58
Place: Vught, The Netherlands
International phone number: +31 73 658 80 00/04
International fax number: +31 73 658 80 01
E-mail: kkt@zininwerk.nl
Website: www.kloosterhotelzin.nl

Your travel

You can fly to Amsterdam Schiphol or you can fly to Eindhoven Airport.

When arriving at Schiphol Airport there is a direct train connection to 's-Hertogenbosch, a city near Vught :our place to stay.

There is an express train nearly every half an hour from Schiphol railway station to 's-Hertogenbosch Central Station and it takes you about one hour of travelling.

When arriving by train to 's-Hertogenbosch you walk to the front of the railway station (NOT to the back). There, in the little roundabout, you take a taxi to Kloosterhotel Zin, Vught. Please ask the taxi driver for a receipt and hand it over afterwards to Peter van der Baan for reimbursing your travel costs.

Because Kloosterhotel Zin is partly run by monks, the gate of the hotel is closed every day at 23.00 o clock sharp and can not be opened any more. Please keep that in mind!!!

Participants

P0: NL KPC Groep – 3 persons
P1: NL Desso – 1 person
P2: NL KWIC – 3 persons
P3: EL Teithe – 2 persons
P4: GE EPEA International – 1 person
P5: GE EPEA Akademie – 1 person
P6: GE Flechtwerkgestaltung – 1 person
P7: UK Ellen MacArthur Foundation – 2 persons
P8: UK Belfast Metropolitan College ??
P9: RO Oradea University – 2 persons
P10: RO Mihai Viteazul – 3 persons
P11: RO Chamber of Commerce Bihor – 2 persons
P12: RO School Inspectorate Bucharest – 3 persons
P13: GE Innovations Zentrum – 1 person
P14: NL DSM – ??
Guests from NL

Homework

1. Prepare (if possible with your colleagues) your thoughts on:
 - what your expectations of the project are;
 - what you can contribute;
 - what questions you have regarding the project.

Project work

1. Budget proposal.
2. Calculation of daily working rate.
3. Contracts between KPC Groep and project partners.
4. Reimbursement of working hours in accordance with reports, time sheets and daily working rate.
5. Reimbursement of travel & residence kick-off meeting and future meetings.

ArrivalWednesday 18 January 2012

Arrival of all guests (see important addresses etc, your travel). Time of arrival will depend on the travel schedules from trains and airplanes.

In the afternoon and evening there is a possibility to have sandwiches and/or dinner at Kloosterhotel Zin.

We have to know in advance if you want to take part in that (see attached schedule).

Kloosterhotel Zin is located outside the village of Vught, but if you want to have dinner in the village of Vught, it will take you about a 15 minutes walk for a restaurant.

The city of 's-Hertogenbosch is a beautiful medieval city. The only connection to the medieval centre from Zin is by taxi or by train from the small railway station in Vught, which is about 20 minutes walk from the conference hotel.

When there are questions you can phone with Rudolph Bolsius or Peter van der Baan.

Please keep always in mind that Kloosterhotel Zin is a former monastery and that the few monks that are left close the gate every day at 23.00 o'clock sharp!!
In the hotel there are (alcoholic) drinks available after 23.00 o'clock.

Programme day 1

Thursday 19 January 2012

THE PRACTICE

9.00	<p>After breakfast we start at 9.00 o'clock.</p> <p>Because we are with about 25 participants from a number of countries and we do not know each other very well, the first part of the programme deals with knowing each other a little bit better.</p> <p>The focus of the programme on the first day is on the practice of the C2C approach in a school for vocational education and in a company. We have planned two visits :one to the Koning Willem I College (King William I: KWIC)in 's-Hertogenbosch and the other to Desso Carpets Company in Waalwijk.</p> <p>There will be introductions to the C2C approach in education and in companies.</p> <p>During the second day of the conference we go more in depth into the principles of C2C and the desired outcomes of the project and the contributions from all the partners.</p>
9.00	Who is who exercise
	Short introduction of the sustainable context of Zin
9.45	By bus to Koning Willem I College (KWIC) in 's-Hertogenbosch.
10.15	<p>At KWIC we will visit different departments and examples of KWIC's sustainable approaches and after a biological lunch we will have a introduction of the C2C principles in education.</p> <p>Then we will travel by bus to Waalwijk, a city near 's-Hertogenbosch, where we will visit Desso Company, one of the pioneers of the C2C approach in the Netherlands.</p> <p>We will arrive there around 14.00 o'clock</p>
14.00	At Desso we will have an introduction on the C2C principles in industry and we will make a tour and a quick scan through the factory.
17.00	<p>After finishing this visit, we will go to Heusden, one of the most beautiful places in the Netherlands.</p> <p>There we will have a dinner and in the evening we will return in due time to Vught to Zin. There we can continue in the 'living room' with (more) drinks and talks.</p>

Programme day 2

Friday 20 January 2012

GOING INTO THE C2C CONCEPT

9.00	<p>We start again at 0.9.00 o'clock at Zin.</p> <p>1 The framework of the project: the heart of the matter</p> <p>The outlines of the project will be presented. A step by step approach will clarify the essence and meaning of the project, the roles of the different partners and their contributions.</p> <p>The Leonardo C2C project is a transfer of innovation project. The innovation is the Cradle to Cradle (C2C) approach designed by Michael Braungart. EPEA International in Hamburg and EPEA Akademie in München have developed training programmes for business and education and a simulation game. Desso is leading in expertise on C2C in the domain of industry in The Netherlands.</p> <p>So, first we have to be as clear as possible about what the C2C concept is about, because when we want to transfer the concept/the innovation to the partners for their own institutes we have to know what it is all about. That's why we start the day with a profound clarification of the concept.</p> <p>2 The train the trainer programme: composition</p> <p>Crucial in the project is the training part.</p> <p>The Core Unit's training concept (developed with your help in the kick-off meeting) will be piloted with help of the EllenMacArthur foundation in the UK. After being helped and coached in the UK, the Core Unit members will train the partners in a general training in The Netherlands. After being trained in the Netherlands, the partners will train together with 2 members of the Core Unit their colleagues in their own organisation in the C2C principles and practices. The colleagues within the partner institutes transfer after the training the results to their students in education and to the workplace in companies, factories and businesses. During the training process the quality of the training and the implementation will be monitored.</p> <p>At the kick-off meeting we will present an outline of a training programme for industry/ companies and education on the C2C approach. This outline will be discussed by the partners based on their experience and expectations.</p>
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	<p>In an active workshop session we compose together the topics for an ideal training programme which will be piloted in the UK.</p> <p>We will work in two groups(education and business) each with an expert facilitator.</p> <p>Results will be presented and information on the training programs will be exchanged.</p> <p>In the Finals we will reach to conclusions and further work do be done in the work packages.</p> <p>3 The infrastructure of the project: Project management</p> <p>In this session information about the project management will be exchanged. So, it is about the contracts, the deliverables, the finances etc.</p> <p>Finals, evaluation and appointments</p>
17.00	Happy hour
17.30	Voluntary Musical meditation
18.00	Diner at Zin and/or elsewhere

Programme day 3

Saturday 21 January 2012

DEPARTURE

	Departure for those who have to leave
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Appendices

- Updated partner list
- Workbook project management
- Contracts
- Real daily rate
- Travel & Residence format