

Day 1 – Wednesday – 22 April

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|-------|--|---|--|--|--|
| 10:30 | Registration & log-in | | | | |
| 10:45 | Intro | Welcome, introduction, roll call and adoption of the agenda | | | |
| 11:15 | | Overview and general information about Annex 79 <i>Operating Agents of Annex 79</i> | | | |
| 11:45 | Break | | | | |
| 11:55 | Catch up & Meeting planning | Overview of activities in all subtasks since September 2019 and discussion <i>Subtask leaders for each subtask</i> | | | |
| 13:15 | | Set agenda for breakouts | | | |
| 13:25 | | 'Group photo' 😊 | | | |
| 13:30 | Lunch Break | | | | |
| 14:00 | Breakout sessions | Breakout sessions for presentations, discussions, further work plan and planning of deliverables | | | |
| | | Subtask 1 <i>Zoom breakout room</i> | Subtask 2 <i>Zoom breakout room</i> | Subtask 3 <i>Zoom breakout room</i> | Subtask 4 <i>Zoom breakout room</i> |
| 15:20 | | Break | | | |
| 15:30 | | Breakout sessions | Continuation of breakout sessions | | |
| | Subtask 1 <i>Zoom breakout room</i> | | Subtask 2 <i>Zoom breakout room</i> | Subtask 3 <i>Zoom breakout room</i> | Subtask 4 <i>Zoom breakout room</i> |
| 16:50 | Close Session | | | | |

Day 2 – Thursday – 23 April

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|-------|---|---|--|--|--|
| 10:30 | Registration & log-in | | | | |
| 10:45 | Breakout sessions | Brief verbal reports <i>Subtask leaders for each subtask</i> | | | |
| 11:15 | | Continuation of breakout sessions | | | |
| | | Subtask 1 <i>Zoom breakout room</i> | Subtask 2 <i>Zoom breakout room</i> | Subtask 3 <i>Zoom breakout room</i> | Subtask 4 <i>Zoom breakout room</i> |
| 12:45 | Lunch Break | | | | |
| 13:15 | Summary session | Plenary session for cross-subtask activities | | | |
| 13:45 | | Subtask summary presentations and discussion <i>Subtask leaders for each subtask</i> | | | |
| 15:00 | | Dissemination issues: seminars/workshops at conferences, special issues of journals, websites, newsletters, outreach to other organisations | | | |
| 15:30 | Closing Remarks & Invitation to Next Meeting Liam O'Brien & Andreas Wagner, <i>Operating Agents of Annex 79</i> | | | | |
| 15:50 | Close Session | | | | |

Please note: ALL TIMES ARE IN UK TIME ZONE (GMT +01:00)