



# CEN Workshop

## ‘Description and Assessment of Good Practices for Smart City Solutions’

Kick-off meeting and first plenary

### Agenda

**Date & Time:** 9<sup>th</sup> March 2018, 14:00 – 17:00 CET

**Location:** VHS Simmering, Gottschalkgasse 10, 1110 Vienna.

# item	Topic	Speaker
1	Opening and welcome	René Lindner (DIN)
2	Roll call of participants	René Lindner (DIN)
3	Adoption of the agenda	René Lindner (DIN)
4	Presentation of CEN workshop concept	René Lindner (DIN)
5	Background of the Workshop proposal	Susanne Schatzinger (FhG-IAO)
6	Establishment of the CEN/WS 1. Appointment of Chairman and Vice Chair 2. Confirm the Workshop Secretariat 3. Discussion and approval of the Project Plan 4. Organization of the work 5. Planning of the meetings, follow-up actions	WS Chairman / WS secretary
7	Discussion on the preparation of the draft CWA ‘Description and Assessment of Good Practices for Smart City Solutions’	WS Chairman Other workshop proposers
8	Any other business	
9	Closing of the meeting	WS Chairman/ WS secretary