



Co-funded by the
Erasmus+ Programme
of the European Union



CAPACITY BUILDING IN HIGHER EDUCATION

**Introduction of innovative technologies in digitalization of technological processes and
production**

DIGITECH

101237882

KICK OFF MEETING PROGRAMME

Bishkek, January 12-16, 2026

DAY 1 – January 12, 2026

**SMART Hotel Bishkek 204 Abdrahmanov str.
Bishkek, The Kyrgyz Republic, 720040
Conference hall**

Session 1. WPI. Project management and quality assurance

10:00 – 10:30	Partnership Agreement	Aida Tologonova
10:30 – 11:00	Discussion and answers to the questions	
11:15 – 11:45	The DIGITECH Work Plan. The description of the tasks of the single participants	Aida Tologonova
11:45 – 12:00	Questions & Answers session	

12:00 - 13:00 Lunch

13.00 – 13.30	Project management handbook: an overview	Aida Tologonova
13:30 – 14:00	Questions & Answers session	
14:00-14:30	Project monitoring and Progress Reports (Technical)	Aida Tologonova
14:30 – 15:00	Comments, suggestions and ways forward	All partners
15:00	City Tour	

DAY 2 – January 13, 2026

SMART Hotel Bishkek 204 Abdrahmanov str.
Bishkek, The Kyrgyz Republic, 720040
Conference hall

JCC meeting

Session 2 ***WPI. Project management and quality assurance***

10:00 – 10:30	Monitoring the quality of project developments (reporting)	Prof. Bostjan Brumen.
10:30 – 11:00	Discussion and answers to the questions	All Partners
11:15 – 11:45	“Sustainability, long-term impact and continuation” strategy	Prof., Mher Otaryan
11:45 – 12:00	Questions & Answers session	All Partners

12:00-13:00 **Lunch**

13.00 – 13.30	The accounting system and the requirements of the OshTU in matter	Prof. Urmat Attokurov
13:30 – 14:00	Questions & Answers session	All partners
14:00 - 14:30	General guidelines on Quarterly financial updates (cost summary by category, evidence checklist) in Excel format	Aida Tologonova
14:30 – 15:00	Comments, suggestions and ways forward	All partners

DAY 3– January 14, 2026

SMART Hotel Bishkek 204 Abdrahmanov str.
Bishkek, The Kyrgyz Republic, 720040
Conference hall

WP2. Mobility training. Preparation and implementation

10.00 – 10.30	Need analysis: Methodologies and Questionary	Ani Chelishvili
10:30 – 11:00	Questions & Answers session	
11:00 - 11:30	Preliminary results of Need analysis	All partners
11:30 – 12:00	Comments, suggestions and ways forward	All partners

12:00-13:00 Lunch

Session 3. Introduction to the DIGITECH project. Introduction of Participants

Chair: **Urmat Attokurov**
Co-chair: **Aida Tolgonova**

- 13:00 – 13:05 **Mr. Asanbek Akmatalliev**, Vice-Rector for External Relations and Development:
Welcome speech
- 13:05 – 13:10 **Ms. Gulnara Isaeva**, Head of the National Erasmus Plus Office, Kyrgyzstan:
Welcome speech
- 13:10 – 13:15 **Ms. Gulzat Samatova**, Minister of Science, Higher Education and Innovation
technologies of the Kyrgyz Republic:
Welcome speech
- 13:15 – 13:30 **Mr. Azamat Jamangulov**, Minister of Digital development and innovative
technologies of the Kyrgyz Republic:
Welcome speech
- 13:30 – 15:30 ***Presentation of partner organizations & their bachelor studies (15 min):***
- **Prof. Urmat Attokurov**, Osh Technological University, the project coordinator
 - **Prof. Dr.-Ing. Marina Tropmann-Frick**, Professor for Data Science, Vice Head of
Department for Computer Science, Hamburg University of Applied Sciences,
Hamburg, Germany
 - **Prof. Dr. Tina Beranič**, the University of Maribor, Slovenia
 - **Prof. Mher Otaryan**, the Director of Ijevan branch of Yerevan State University
Foundation
 - **Prof. Lusine Danielyan**, the Director of External Affairs of the Armenian State
University of Economics
 - **Prof. Marina Razmadze**, Deputy Director, Senior Researcher, PhD in Computer
Science, Georgian Technical University
 - **Ani Chelishvili**, Head of Development and International Relations Office, Business and
Technology University
 - **Aida Tolgonova**, Rector, Kyrgyz German Institute of Applied Informatics

18:00 **Welcome Dinner**

DAY 4 – January 15, 2026

**SMART Hotel Bishkek 204 Abdrahmanov str.
Bishkek, The Kyrgyz Republic, 720040
Conference hall**

Session 4. WP4. Workshop on European principles for equipment procurement

10:00 – 10:30	Principles of EU public procurement laws EU Directive 2014/24/EU details EU laws and national laws in procurement procedures	Prof. Bostjan Brumen
10:30 – 11:00	Discussion and answers to the questions	
11:15 – 11:45	General guidelines on equipment purchase Example of good practice	Prof. Bostjan Brumen
11:45 – 12:00	Questions & Answers session	

12:00-13: 00 Lunch

13.00 – 13.30	Hands-on practical work on documents Equipment installation - a note on proofs	Prof. Bostjan Brumen
13:30 – 14:00	Questions & Answers session	
14:00-14:30	Steps after procurement: documents, revision trace EU visibility	Prof. Bostjan Brumen
14:30 – 15:00	Comments, suggestions and ways forward	All partners

DAY 5 – January 16, 2026

SMART Hotel Bishkek 204 Abdrahmanov str.
Bishkek, The Kyrgyz Republic, 720040
Conference hall

Session 5. ***WP3. Organization of events. Communication and Dissemination***

10:00 – 10:30	Events, Communication and dissemination Strategy	Aida Tologonova
10:30 – 11:15	Discussion and answers to the questions	All partners
11:15 – 11:45	The DIGITECH Website	Aida Tologonova
11:45 – 12:00	Questions & Answers session	All partners

12:00-13:00 **Lunch**

13.00 – 14.00	Bilateral meetings	All partners
---------------	--------------------	--------------

Progress and Quality Assurance

14:00-15:00	Bilateral meetings	All partners
14:30 – 15:00	Comments, suggestions and ways forward	All partners
15:00-15:30	Closure of the kick-off meeting	