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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.

WP1. 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.
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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 Tologonova

13:00 – 13:05 **Mr. Asanbek Akmataliev**, 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 Tologonova**, Rector, Kyrgyz German Institute of Applied Informatics

18:00 **Welcome Dinner**

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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

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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
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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	