

## Appendix C – Peer Review Agenda



DG-CO

# PROGRAMME

(Detailed Programme for the Review Committee)

### Peer Review

3<sup>rd</sup> November 2010

4<sup>th</sup> November 2010

5<sup>th</sup> November 2010

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#### Tuesday 2<sup>nd</sup> November

- Arrival of the Committee (different flights)
- 19:30 Meet on the steps of Building 500
- 20:00 Dinner with the DG and CERN participants

#### Wednesday 3<sup>rd</sup> November

- 09:00 **Opening Session** - 6<sup>th</sup> floor conference room, building 60  
Welcome and presentation by [CERN](#) Director-General, R. Heuer  
Directors and CERN participants present  
*Coffee served in the antechamber from 08:30*
- 09:30 Brief overview of CERN's communication function, challenges for the future (J. Gillies)
- 10:30 Tour of CERN (M. Storr)
- 12:00 **Closed Session: Committee Lunch (Vouchers for Restaurant 1 provided) (Katie Yurkewicz to attend)**
- 13:00 **Committee presentations** – Conference room C (61-1-007) booked until 23:00  
Corporate communication (J. Gillies)
- 14:00 Education and Outreach (R. Landua)
- 14:30 *coffee, tea available in conference room C*
- 15:00 Audio visual production (J. Fichet, P. Catapano)
- 16:15 **Committee Closed Session**  
Final Report 101 (5 minutes)  
Subcommittees (First Shift) (20 minutes)  
*(Publications/Web/Social Media, Audio/Visual, Internal Communications and Political Communications)*  
Subcommittees (Second Shift) (20 minutes)  
*(Education/Outreach, Media Relations and Community Relations)*  
Organization/Structure/Management (20 minutes)  
Questions/Outstanding Issues (10 minutes)
- 17:30 Adjourn
- 19:00 **Closed Session: Committee dinner in Restaurant 1 (vouchers provided)**  
*Conference room C (61-1-007) will be available for committee discussions after dinner as necessary.*

#### Thursday 4<sup>th</sup> November

- 09:00 **Committee presentations** – Conference room C (61-1-007) booked until 23:00  
Media relations (R. Vanden Broeck)
- 10:00 Community relations (C. Pralavorio)
- 11:00 International Relations (F. Pauss)
- 12:00 **Closed Session: Committee Lunch (Vouchers for Restaurant 1 provided)**
- 14:00 Internal communication (A. Del Rosso)  
*coffee, tea available in conference room C*
- 15:00 Publications, web and social media (C. Sutton, D. Noyes)
- 16:00 **Committee Closed Session**  
Subcommittees (First Shift) (40 minutes)  
*(Publications/Web/Social Media, Audio/Visual, Internal Communications and Political Communications)*  
Subcommittees (Second Shift) (40 minutes)

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*(Education/Outreach, Media Relations and Community Relations)*

Organization/Structure Management (40 minutes)

Group Discussion (30 minutes)

19:00 **Closed Session: Committee dinner (vouchers provided) (James Gillies to attend)**

*Conference room C (61-1-007) will be available for committee discussions after dinner as necessary.*

**Friday 5<sup>th</sup> November**

09:00 **Committee closed session** – Conference room 60-2-023

Organization/Structure/Management (40 minutes)

Subcommittees (Shift 1) (40 minutes)

*(Publications/Web/Social Media, Audio/Visual, Internal Communications and Political Communications)*

Subcommittees (Shift 2) (40 minutes)

*(Education/Outreach, Media Relations and Community Relations)*

Dress Rehearsal (60 minutes)

12:00 **Closed Session: Committee Lunch (Vouchers for Restaurant 1 provided)**

14:00 Close out with members of management and CERN participants – Conference room 40-S2-D01

16:00 End - Refreshments available close to the cafeteria

**Committee Members**

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1. John Womersley (Chair)
2. Anne-Muriel Brouet
3. Elizabeth Clements
4. Reidar Hahn
5. Judy Jackson
6. Minna Meriläinen
7. Vanessa Mexner
8. Christian Mrotzek
9. Youhei Morita

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