

ILOs training
25th September 2018

593/R-010 at 8h50 (for those interested: a CERN bus will leave building 33-reception at 8h45 and building 39 at 8h50, final destination is building 593)

Description	Speaker	Time
Introduction: Role, statute, facilities	A. Unnervik	9:00-9:15
IT@CERN Password, who to contact	O. Gómez	9:15-9:25
Procurement procedures Procurement Rules, Procurement procedures, organization of the Procurement Service	A. Horridge	9:25-10:15
Coffee break		
Build to print	A. Unnervik	10:30-10:45
General Conditions of CERN Contracts and ITs	F. Jacobs	10:45-11:15
Web page E-Procurement and supplier's database	C. Lara	11:15-11:45
CERN alumni	L. Esteveny	11:45-12:00
Informal light lunch in restaurant 2		

593/R-013 at 13h30

Description	Speaker	Time
ILO Info	J. Podolec	13:30-14:15
Procurement Report & industrial return and coefficient calculation	C. Cardot	14:15-15:00

593/R-012 at 13h30

Description	Speaker	Time
Procurement Report & industrial return and coefficient calculation	C. Cardot	13:30-14:15
ILO Info	J. Podolec	14:15-15:00

593/R-010

Description	Speaker	Time
Conclusions	A. Unnervik	15:00-15:15
Coffee break		
ILOs internal discussion & presentations (without CERN representatives) - Open discussion/brainstorming in small groups		15:30-17:30