



Preliminary project Kick-off agenda

Dynamic Navigation in ÖKS (Dynamav ÖKS)

Date: August 19-20, 2026

Venue: Chalmers Nautical Schools premises at Lindholmen, Gothenburg, starting at 08:30 on the 19th and we hope to wrap up before 15:00 on the 20th.

Host: Chalmers

Day 1: Internal Project Consortium Meeting

Time: 08:30-16:00, followed by a social activity and networking dinner in the evening

Time	Agenda Item	Description / Expected Output	Responsible
08:30-09:00	Arrival, registration and welcome coffee	Registration and welcome coffee	Chalmers
09:00-10:00	Opening and general project information	<ul style="list-style-type: none">Opening and introductionsGeneral project information	Sjöfartsverket
10:00-10:15	Coffee break		
10:15-11:45	High level project plan	<ul style="list-style-type: none">Overview of the project planValidation of deliverables and milestones against the application.	WP leads: Sjöfartsverket/Chalmers and RISE
11:45-12:30	Identification of dependencies	Draft a dependency map for the project.	WP leads
12:30-13:30	Lunch		
13:30-14:15	Risk identification and management	Complete an initial risk list with risks, mitigation measures and risk owners.	Sjöfartsverket
14:15-14:30	Coffee break		
14:30-15:15	Communication plan	Draft outline of the communication plan, with assigned responsibilities	Geodatastyrelsen
15:15-15:45	Agreement on ways of working	<ul style="list-style-type: none">Agree on governance and decision-making structure.Confirmed meeting cadence and collaboration platform.	Sjöfartsverket
15:45-16:00	Summary of Day 1 and key decisions	Decisions and action items	Sjöfartsverket
Evening	Social activity	Social activity and networking dinner	Chalmers



Day 2 (morning): Internal Project Consortium Meeting

Time: 08:30-12:00

Time	Agenda Item	Description / Expected Output	Responsible
08:30-09:00	Arrival, coffee and follow-up from Day 1	Welcome back and short recap of Day 1	Sjöfartsverket
09:00-10:30	Work stream planning	<ul style="list-style-type: none">• A short-term action plan per work stream.• Confirmed responsibilities within each work stream	Stream leads
10:30-10:45	Coffee break		
10:45-11:30	Consolidated project roadmap	Report back from WS planning and consolidation of project roadmap	WP leads
11:30-11:40	Wrap-up of internal kick-off session	Closing partner meeting session	Sjöfartsverket/Chalmers
11:50-12:00	Preparation for the stakeholder session	<ul style="list-style-type: none">• Brief walkthrough of the afternoon agenda for the stakeholder session.• Practical arrangements for the external session.	Sjöfartsverket/Chalmers
12:00-13:00	Lunch		



Day 2 (afternoon): External Stakeholder Session

Time: 13:00-15:00

Venue: Chalmers Nautical Schools premises at Lindholmen + online guests

Participants: Project consortium together with invited external guests and stakeholders (representatives of public authorities, industry, research organisations, end-user communities and other interested parties)

Time	Agenda Item	Description / Expected Output	Responsible
13:00-13:20	Welcome and introduction	<ul style="list-style-type: none"> Welcome Brief introduction of the project consortium Outline of the afternoon programme Overall project concept and objectives 	Sjöfartsverket
13:20-13:50	Presentation of work streams	Short presentation by each work stream leader (approximately five minutes per work stream).	WS leads
13:50-14:00	Short break		
14:00-14:25	Next steps	<ul style="list-style-type: none"> Upcoming activities during the first project period. Planned engagement opportunities for stakeholders. 	Geodatastyrelsen
14:25-14:50	Questions and open discussion	Facilitated open discussion with the audience.	Sjöfartsverket/Geodatastyrelsen
14:50-15:00	Closing remarks	Concluding remarks from the lead partner.	Sjöfartsverket