**Draft agenda**

**Tue 19 October (room Auditorium at NILU)**

8.45 Pick up at hotel

9.00  Welcome

9.15  Overall objectives of EMEP and CLTRAP, incl. general issues regarding QA/QC (Wenche Aas)

10.00 Practical issues and reimbursement of cost

12.00 Lunch

13.00 EC/OC, levoglucosan and PM measurements at your sites (Wenche and maybe Karl Espen Yttri)

13.15. Flexpart tool (Ann Mari Fjæraa)

13.30 Tools for data checking, QA/QC and data reporting (Anne Hjellbrekke)

Start to work with you own data (Anne H and Rita Våler to assist)

16.30 EMEP Model (Svetlana Tsyro, EMEP –MSC-W)

18.00 Dinner in Lillestøm

**Wed 20 October (room 2A, 2B after lunch)**

09.00 Some opening remarks by Kjetil Tørseth (Head of EMEP/CCC)

09.15 Work with your own data. (Anne H. and Rita V. to assist)

12.00 Lunch

13.00 Tour to the laboratories and presentations of good laboratory and field practice

Chemical lab:  calibration, IB check, blanks, lab routines, etc (Erik Andresen and Hilde Uggerud)

Field work:  ozone calibration. Maintenance etc (Are Bäcklund and Harald Willoch)

16.30 Sum up the day and list of issues that needs to be addressed next day (All)

**Thu 21  October (room 2B)**

9.00 Continue work with the 2009 data (Wenche A. Anne H and Ann Mari F. to assist)

Look into the data and to some degree assess the pollution problem in your country (Air quality guidelines etc)

Report the data to EMEP

13.00 Sum up and what next –new possibilities etc

End of course

**Participant list incl arrival and departure times:**

Violeta Balan – Moldova (18 Oct 13.20  -  22 Oct 10.20)

Lusine Gevorgyan – Armenia (18 Oct 13.55 -22 Oct 16.40)

Marine Arabidze – Georgia (18 Oct  1455 – 22 Oct 15.50)

Madina Kussainova – Kazakhstan (19 Oct 14.15 - 22 Oct  09.35)

Stéphane Sauvage –  France (18 Oct  ? –21 Oct 15.45)

Igor Atanasov – Macedonia (18 Oct 22.00 - 22 Oct 07.35)

Rasim Guliyev – Azerbaijan (18 Oct 14.55  - 22 Oct 15.50 )

Aleksandar Kojovic – Montenegro (18 Oct  17.20 - 22 Oct 07.40)