



**Interre**  
Estonia-Lat  
European Regional Development



VIDZEME TOURISM  
ASSOCIATION



EUROPEAN UNION



**5<sup>th</sup> project team meeting of the project “Green Railway”  
21<sup>st</sup> of September 2018**

**Location:** Ape, Skolas iela 4, Latvia  
**Main moderator:** Sille Talvet-Unt, Project Coordinator  
**Meeting language:** English

**Please register at latest by 14<sup>th</sup> of September 2018:** <https://ej.uz/vy12>

5 <sup>th</sup> project team meeting 21 <sup>st</sup> of September 2018		
Time	Topic	Moderator/Presenter
10:00	Arrival and coffee.	
10:15- 10:25	Welcoming words by host municipality	
10:25 – 13:00	<p><b>Trail creation and signing (to be joined into one discussion group as trail completion is connected with signing)</b></p> <ul style="list-style-type: none"> <li>- Finalized trail sections situation               <ul style="list-style-type: none"> <li>o sections ready for visitors (with photo material), conditions</li> <li>o sections with signs</li> <li>o status of info-boards installation, locations of info-boards (locations to be shown map), time-schedule</li> <li>o Summary info:                   <ul style="list-style-type: none"> <li>▪ km done (sections finalized)</li> <li>▪ signs installed, location (sections)</li> <li>▪ Info-boards installed (locations)</li> </ul> </li> </ul> </li> <li>- Sections where works are delayed               <ul style="list-style-type: none"> <li>o Overview of sections</li> <li>o Reasons for delays</li> <li>o Update of time-schedule of works</li> <li>o How works in trail affects signing and installation of info-boards</li> <li>o sections - works not started</li> <li>o Summary info:                   <ul style="list-style-type: none"> <li>▪ km done (sections finalized)</li> <li>▪ signs installed, location (sections)</li> <li>▪ Info-boards installed (locations)</li> </ul> </li> </ul> </li> <li>- Railbike installation               <ul style="list-style-type: none"> <li>o update from partners (Gulbene- replacing Aluksne, Valka) – the usage, lessons learned, works time-line</li> </ul> </li> </ul>	<p><b>Country coordinators will moderate discussions:</b> (Latvia: Raitis Sijats, Janis Sijats; Estonia: Sille Talvet-Unt, Peeter Unt).</p> <p><b>Individual input from all partners needed – please be ready to provide information on your trail section.</b></p>
13:00 – 13:40	<b>Lunch</b>	



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13:40– 13:55	<b>Route visibility</b> Visitor counters: location, status of purchase, monitoring schedule (when we will start counting visitors)	<i>Janis Sijats, VTA</i>
13:55 – 14:40	<b>Promotional events and seminars in 2018</b> <ul style="list-style-type: none"> <li>- Local promotional events carried out in summer 2018 <ul style="list-style-type: none"> <li>o In Latvia</li> <li>o In Estonia</li> </ul> </li> </ul> Joint seminar for service providers in October 4 <sup>th</sup> 2018 <ul style="list-style-type: none"> <li>- Review of the programme</li> <li>- progress on attracting participants</li> <li>- organizational matters</li> </ul>	<i>Moderated and coordinated by Alise Plaude, VTA Sille Talvet-Unt, VTA</i>  <b>All partners will explain the event and present visual material</b>
14:40 – 16.00	<b>Marketing of the Green Railways</b> <ul style="list-style-type: none"> <li>- Progress on GR web-page creation (update, time-schedule)</li> <li>- Progress on GR promotional video creation</li> <li>- Summary review of local marketing materials produced (both in Latvia and Estonia)</li> <li>- Progress on tasks related to mini-maps creation (incl. set of time-schedule)</li> <li>- Tourism fairs of 2019 (time-schedule, tasks division)</li> <li>- Advertisements in travel portals (Outdoor Active)</li> <li>- FAM trip</li> </ul>	<i>Jānis Sijāts, VTA Raitis Sijāts, VTA Alise Plaude, VTA</i>
16:00 – 16.20	<b>Feasibility study and Green Railways handbook</b> <ul style="list-style-type: none"> <li>- Progress and overview</li> <li>- Time schedule and task division</li> </ul>	<i>Janis Sijats, VTA</i>
16:20– 16:45	<b>Management and coordination issues:</b> <ul style="list-style-type: none"> <li>- Budget update, need for changes</li> <li>- Reporting in autumn 2018 (November)</li> <li>- Next meetings, any other business</li> </ul>	<i>Sille Talvet-Unt, VTA</i>
16:45- 17:45	<b>Parallel sessions:</b>  <b>A) Individual or group consultations with Project Coordinator - Sille Talvet-Unt</b> - Ongoing issues of partners (trails, tenders, etc) If possible please inform Sille in advance for need of individual time.  <b>B) Visit of trail section in Ape, renewed railway bridge</b>	
17:45	<b>Departure</b>	