

Draft plan approval: 23.09.2019 by all partners at the Meeting in Algiers, ENSA

Measures	Actions	Responsible	
1. Training sessions in Lithuania and Estonia	<ol style="list-style-type: none"> 1. Identification of needs 2. Studying European experience 3. Discussing experiences of European partners 4. Revising documents at European partner institutions 5. Discussing external evaluation experiences with Lithuanian national evaluation agency 	VMU, EMU	June 17-23 2019
2. Exchange of experiences after training sessions in Lithuania and Estonia	<ol style="list-style-type: none"> 1. Internal group discussions 2. Identifying useful links to the available documents 	Algerian partners	June-July
3. Preparation to the September training in Algiers	<ol style="list-style-type: none"> 1. Joint video meeting with Lithuanian and Estonian experts 2. Discussing programme and preparation needed 	VMU PM, PC	2 nd week September 2019
4. Preparation work	<ol style="list-style-type: none"> 1. Revising existing documents related to education and research at each Algerian partner institution 2. Establishing list of missing documents by the National Standards and Guidelines 	Algerian partners	July-September 2019
5. September joint session in Algiers	<ol style="list-style-type: none"> 1. Discussing jointly on IQAS structure 2. Discussing and drafting preparation of Quality Manual 3. Discussing and drafting preparation of Procedures 4. Brainstorming sessions on content of documents 	VMU and EMU experts and PM, Algerian internal experts at each partner HEI	September 22-24
6. Local experts working on drafting IQAS documents	<ol style="list-style-type: none"> 5. Local experts drafting specific documents 6. Drafting is discussed internally on a regular basis 	Algerian internal experts at each partner HEI	September 2019-June 2020

	7. Questions or clarifications if needed submitted to European experts		
7. European experts providing remote guiding and assistance	8. E-mail and direct messenger advice provided upon the need by European experts 9. Coordinators contributing to linking experts	VMU, EMU	Upon request
8. Intermediate expert consultations meetings at each Algerian partner institution	10. Direct discussions and advice on specific documents 11. Discussions among local and visiting experts	VMU, EMU experts visiting each Algerian partner HEI	March 2020
9. Revision and finalizing of drafted documents	12. Documents upon the need available for European experts for comments 13. Revised and finalized documents ready for approval	Algerian partner HEI	May-June 2020
10. IQAS documents completed	14. Documents approved by the Algerian partner institutions and available for the implementation 15. Responsible people appointed	Algerian partner HEI	September 2020