

Researcher & Promotor Training Day 2025

15 May 2025

08H30-09H00 Welcome

09H00-09H30 Introduction – new structure DEAO

09H30-10H00 Company's labour regulation

10H00-10H15 Coffee Break

10H15-11H00 New Templates Purchase Order

11H00-12H00 Quizz

12H00-13H00 free Lunch in the Mess – via the registration page

13H00-13H15 Project Life Cycle (New PRMA-131)

13H15-13H45 DFR Project Life Cycle (Annex A)

**13H45-14H15 Billable Activities (Annex C) &
In-kind contributions and ad-hoc Defence Requests
(Annex D)**

14H15-14H30 Coffee Break

**14H30-15H30 Externally funded Projects (Annex B) &
All other cases (Annex E)**

15H30-16H00 Delayed treatment of legal documents (Annex G)

Obligatory Morning Session for Promotors & Researchers

Obligatory Afternoon Session for Promotors

Registrations: https://events.mil.be/e/Researcher_and_Promotor_Day_2025