

PROJECT ENDORSE

MINUTES OF THE GENERAL ASSEMBLY #6 (5 June 2013)

Author: Lucien Wald

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Dissemination: all participants and the Project Officer

Unige hosted the 6th General Assembly. The agenda is presented.

REMINDER. Final Technical and General Assemblies will be held on 10-11 December 2013 and the 3rd Review Meeting will be held on 12 December, all meetings at Armines's premises in Paris.

Lucien Wald presented the progress of the work wrt achieved milestones, submitted deliverables, and observed delays. All actions decided during previous meetings have been completed.

ENDORSE is entering its final stage. Several deliverables have to be delivered by the coordinator. Among them is the Final Report. This report comprises several parts that are filled on the Web.

REMINDER. Because the Review Meeting will happen before the end of the project, it has been agreed with the REA that the Periodic Report #3 and the Final Report will only comprise technical elements, and not the so-called forms C and manpower tables. This information will be supplied once the project completed, in January 2014, when the accounting offices of the beneficiaries get all necessary data from the persons in charge of ENDORSE.

Exploitation plan is part of the Final Report. Lucien Wald has supplied a first draft prior to the Technical Meeting#6. This has been presented and discussed. A new version should be sent to the partners and the partners should send revision on 1st October at the latest.

ACTION (M6-1-1)

Lucien Wald to supply a new version of the exploitation plan.

Deadline: **2013-07-10**

ACTION (M6-1-2)

Each partner to deliver its revised version of the exploitation plan.

Deadline: **2013-10-01**

The Periodic Report #3 will have the same form than its predecessors, with the exception that it will not comprise manpower tables and financial elements. Each partner must deliver its version of the Periodic Report #3 by 25 October.

ACTION (M6-1-3)

Lucien Wald to deliver a template for Periodic Report #3.

Deadline: **2013-09-10**

The Final Report will focus on achievements and exploitation of results. Section A will be built by Lucien Wald and Claire Thomas, and Section B is the exploitation plan. Lucien Wald will write the necessary summaries.

Each WP leader presented the status of work, achievements, observed or potential delays, potential opportunities and threats for each WP.

WP 3 (Sebastiano Serpico). Work is completed for all Tasks with the exception of Task 3005 which runs till the end of the project. Work on surface air temperature has received further attention.

Deliverable D3.7 that concludes Task 3005 will be delivered in October instead of December.

WP 4 (Lucien Wald). was supposed to be completed for all services. However, some refinements on methods may occur depending on the tests by users. This is especially the case for S3, and in a lesser extent for B and B2, where DLR undertook additional scientific work at the request of the prime-users. Right after the meeting, Lucien Wald has got the agreement of the REA that DLR is entitled to claim resources in WP 4, in which it has underspent resources during the first two periods.

WP 5 (Elena Gaboardi). WP 5 is late. The assessment of services was made from March to June, instead of March-April. The deliverable D5.2 will be supplied in July instead of May. Several services are still making tests with users and collecting feedbacks and plan to do so in the coming months. The late feedbacks will not be used in D5.2 but will be exploited in WP 8.

The delay in WP 5 has an impact on WP 8 because it has delayed interviews and focused iCons resources on WP 5 instead of WP 8.

ACTION (M6-1-4)

Each partner to send to Lucien Wald its Periodic Report #3.

Deadline: **2013-10-25**

ACTION (M6-1-5)

Claire Thomas and Lucien Wald build Section A of the Final Report.

Deadline: **2013-10-25**

ACTION (M6-3-1)

Lucien Wald to provide D3.7 earlier.

Deadline: **2013-10-31**

WP 6 (Kurt Guenther). Work is on going in a satisfactory manner. All services will be available in March or April. Though the work on S3, B1 and B2 includes refinements on products, the work should be finished in due time.

WP 7 (Elena Gaboardi). A status of the past and planned events was presented. InterSolar is the major event to come and deals with S1, S2, S4, S5 and E1. The work in WP 7 is on completion. No other event is planned till the end of ENDORSE. The deliverable D7.1 may be provided in advance, in July instead of August.

The bill paid by Transvalor to InterSolar will be equally shared between Armines, DLR, iCons, Transvalor, Flyby, and HSUlm. Transvalor will send an invoice to each of these partners. Sophie Cousin must enquire if these costs are eligible for each partner and under which item.

WP 8 (Elena Gaboardi). Work in WP 8 has been delayed by the delay encountered by several service providers in WP 5 (tests of services). Several questionnaires already returned.

iCons has paid efforts to identify new users for each service. iCons asks each provider for a description of their service for non-experts in order to help both iCons and new users during interviews. Interviews will be mostly held in September and beginning of October.

iCons has already prepared the draft structure of the deliverable D8.1. D8.1 is an important outcome of ENDORSE and is a public document in addition. Therefore, it deserves attention in writing. It will not be available in due time for the review. It will be delivered as planned in December 2013.

Nevertheless, ENDORSE will present the main facts and findings of WP 8 at the Review Meeting.

WP 9 (Etienne Wey) presented the achievements in dissemination and showed the material available in the Web. Planned events and publications are listed. The website is regularly updated. Work is on-going, especially regarding the development of web services.

All partners must send information, and a copy, of publications

ACTION (M6-7-1)

Claire Thomas and Mariano Peluso to provide D7.1.

Deadline: **2013-07-31**

ACTION (M6-7-2)

Sophie Cousin to enquire about cost eligibility.

Deadline: **2013-09-15**

ACTION (M6-7-3)

Transvalor to bill partners.

Deadline: **2013-12-31**

ACTION (M6-8-1)

Service providers to supply iCons with a brief description of their service

Deadline: **2013-09-10**

ACTION (M6-8-2)

iCons to interact with the Advisory Board

Deadline: **2013-10-31**

ACTION (M6-9-1)

All partners to send information of publications.

Deadline: **2013-10-25**

made in the framework of ENDORSE. The complete list will be part of Section A of the Final Report and of the deliverable D9.1. Copies of publications will be stored onto a CD to be sent to the REA (D9.2). They will not be made public, in order to comply with the copyrights.

D9.1 and 9.2 will be delivered to the REA by end of October.

Last words from Lucien Wald. Work is in progress. Major achievements have been made, major milestones have been met. Still, interactions with users and documenting these interactions should be closely looked at by service developers. Before adjourning the General Assembly, Lucien Wald expressed his pleasure to coordinate such a committed and efficient consortium. Thanks were expressed by beneficiaries to Unige for its friendly hosting and the technical tour.
