

EFORWOOD IP Board meeting (19) – Minutes

Date: July 12, 2007, 13:00-15:30. Phone meeting.

Participants

IP Board members:

Gero Becker (GB), M3	Present during Items 1, 3, 4, 5 and 6
Jean-Michel Carnus (JMC), M2	Present from Item 2
Arie Hooimeijer (AH), M4	Present
Denis Mc Gowan (DMG), M6	Present
Carl Olsmats (CO), M5	Present
Piotr Paschalis (PP), M0	Present
Risto Päivinen (RP), M1	-
Kaj Rosén (KR), M0	Present, chairman

Others:

Gunilla Rodfors (GR), M0	Present, secretary
Marcus Lindner (ML), M1	Present from Item 3
Leif Nutto (LN), M3	Present
Diana Vötter (DV), M3	Present

1. Opening and adoption of agenda Responsible

KR welcomed the participants to the 19th EFORWOOD IP Board meeting.

2. Issues from the last IP Board minutes (18)

Item 5a) Communication

a) Material is now being collected from Partners for the corporate folder, e.g. with the help of interview-type questions. DMG

b) There have been and will be several changes to the web portal, with the focus on news. DMG, KR, GR

After a long discussion, it was clear that AH considered that 1) EFORWOOD has changed, 2) that external and internal communication should be comparable in all respects, 3) be agreed by all and be done by all and not only by M6 and M0.

AH further suggested that the EAP should be given a role at the EFORWOOD Conference in October and possibly be given the role as rapporteurs.

Decisions:

- It was agreed that the communication problem could only be overcome by continued work and by better describing to each other what we do. All
- AH's suggestion concerning the EAP was supported. KR, DMG, PP

Item 5b) Book project

DMG reported that ML and JMC have replied to his request. AH insisted that M4 members have replied that they do not consider a book project as the best thing to do and that it means extra work. LN commented that also PhD students take part in M4 and that they should be glad to contribute.

Decision:

- AH will ask M4 members one more time, saying that it is an IPB decision to take part and that the matter must be solved. AH

Item 9 Publication of "public/PU" deliverables on the public web portal

The three decisions had not yet been taken care of by DMG. DMG

Item 13 What to communicate to the federations?

KR reported that a journalist is now "washing and ironing" the vision document "Why ToSIA?". KR will communicate the Communications and strategy and plan to the federations as soon as it has been up-dated by DMG, and perhaps also the Working Time-table. DMG

Item 14 Next IPB meetings

Concerning the IPB meeting in Warsaw, PP urged the IPB members to see to it that they arrive not later than 5 or 6 pm in Warsaw on September 2 (Sunday). IPB members

The rest of the Items had either been taken care of or are covered by Items in the current minutes.

3. Communication with the federations

In answer to a mail from Teresa Presas sent on July 10, KR asked if EFI could draw up a first draft document of what is planned for the responsibility and use of ToSIA after the project lifetime. This should preferably be done as soon as possible. ML replied that it will not be easy but is no doubt unavoidable. ML pointed out that EFORWOOD shall use an open source code and it is difficult to foresee how users will make use of ToSIA.

AH said that we are all involved in production (selection of indicators etc, etc) but nobody is working with marketing aspects, with an evaluation of what will be the necessary next steps, application in a number of future projects and a number of similar issues that will have to be dealt with. ToSIA will, according to him, no doubt be a good scientific tool but this regards other than scientific drivers, e.g. how to deal with the CO₂ footprint discussion. AH further underlined the importance to industry of the carbon flows, to which ML replied that there is a difference in depth and language in the two documents "ToSIA-LCA" and "How to use ToSIA".

KR meant that we – the EFORWOOD partners – need to construct our scientific tool first and only then go out externally, e.g. at the Conference Day 2 in October. But AH insisted that for the political implications (Conference Day 1), a common understanding among the partners is necessary, and that EFORWOOD has changed.

Decisions:

- EFI will make a first draft document covering the responsibility and use of ToSIA after the lifetime of the project (incl. IPR). ML
- For the time being, KR writes a short letter of receipt to Teresa Presas. KR

4. Status of deliverables

KR had requested an update of the current status of individual deliverables on June 28. He had received answers from all but M4 (except for Pia Nilsson) and M5 (except for Vincente Sales).

Decision:

- KR urged partners to deliver a.s.a.p.

KR, M-
Leaders, All

5. EFORWOOD Conference

The status of planning (speakers, final invitation, poster session) was described by DMG. He had distributed an almost-final version of the invitation, which was commented by the IPB. Further comments can be e-mailed to DMG.

Decisions:

- DMG sends the invitations for posters to the Module Work Packages and to SENSOR and SEAMLESS. A copy of the posters should be sent to DMG, KR and GR ahead of the Conference.
- There will be proceedings issued after the Conference.
- Speakers will be urged to deliver their presentations at the Conference desk on Conference Day 1 at the latest.
- The invitation will be e-mailed to the federations for their distribution, to the FTP for inclusion in their newsletter, to the EFI for their distribution and to GR for further distribution to all partners and by them to their networks.

DMG, All

DMG
DMG

DMG,
federations,
FTP, EFI, GR

6. EFORWOOD Week Brussels – update

The current planning situation (invitation, registration, programme, social events, final invitation) was described by KR.

Decisions:

- The social event on Wednesday evening was moved to Tuesday evening.
- KR will distribute the up-dated framework programme to M-Leaders and Task Force Leaders, asking for session requirements.

KR, GR,
Maria Jonsson
KR, M-
Leaders, Task
Force Leaders

7. Update of EFORWOOD Working Timetable

Decisions:

- The Working Timetable was approved with minor changes (see Annex).

KR

8. Next meetings

- **IPB:** September 3 at 08:00 CET, Warsaw
- **IPB:** October 3 08:00-10:30, Brussels
- **IPB:** November 9 13:00-15:00 (CET), telephone conference

Decision:

- **IPB:** December 5 13:00-15:00. Telephone conference.

9. Any other business

a) CIRAD

CIRAD had proposed to include FRIM in Indonesia as a new partner in the Consortium.

Decision:

If CIRAD considers FRIM-contributions necessary in order to fulfil CIRAD's tasks, as they are described in the DoW, CIRAD is welcome to suggest FRIM as a subcontractor in the 25-43 months' budget. This needs to be done within the current CIRAD budget-frames.

b) Next General Assembly meeting

At last GA meeting in Zvolen, it was decided that whether next GA meeting should take place on October 4 in connection with the EFORWOOD Week in Brussels or not would be decided by the IP Board on July 12 (the current meeting), should it be necessary due to urgent matters.

Decision:

- Next GA meeting will take place during the EFORWOOD Week in Vienna, Tuesday, May 6, 2008. KR, GR

Date as above.



Gunilla Rodfors



Kaj Rosén

Working Time Tables

SINGLE FWCs

Reference Cases and Scenarios for Single FWCs	Month no.	Month
Finalised collection of complete whole chain and module specific indicator	(15/16) 19-20	(Feb/Mar) May-June
Presentation of ToSIA applications and results of first indicator data collection for EFORWOOD conference	24	Oct
Presentation of scenario analysis using Single FWC for EFORWOOD conference		

Policy Scenarios for Single FWCs	Month no.	Month
Select policy cases	24	Oct
First results ready for sustainability conference in Berlin, April 2008	31	Apr

CASE STUDIES

	Month no.	Month
Specification of Case Studies according to schedule finalised at Zvolen meeting	19	May
Data collection scheduled for month 19-27 – but should be delayed until after revision of indicator sets	(19-27) 23-27	(May-Jan) Sep-Jan
Scenario analysis of external drivers and chain innovations on sustainability in Case Studies	31-36	Maj-Oct

ToSIA PROTOTYPE

	Month no.	Month
<p>Start of test of the implementation of ToSIA in OpenMI after finalisation of prototype 2</p> <p>Prototype 2 will still be used for Single FWC analysis of technology changes comparing alternative scenarios (including projections until 2025).</p> <p>The application of ToSIA for Case studies and the analysis of scenarios with response functions is planned with ToSIA 1.0</p>	22-	Aug-

FURTHER ToSIA DEVELOPMENT

	Month no.	Month
Focus on Prototype 2 development and applications for Single FWCs	19-24	May-Oct
Focus on developing ToSIA 1.0 in OpenMI with response functions	25-30	Nov-Apr
Focus on case study analysis using different scenarios	31-36	May-Oct
Focus on user interface, sensitivity studies and improvement of tool usage	37-45	Nov-Jul

EUROPEAN FWC

	Month no.	Month
Specification of the European FWC	Autumn 2007	
European FWC analysis	37-45	Nov-Jul