



DIAS Project

European Digital Upper Atmosphere Server



## MINUTES

**Subject: Steering Committee Meeting of DIAS Project (Contract No. EDC-11150 DIAS / 28665), on 12 April 2005 (from 09:00 to 11:30 am), and on 14 April 2005 (from 14:00 to 17:00 pm), in Hotel Armonia (Vouliagmeni, Greece).**

### Participants

Belehaki Anna (Project Coordinator)	National Observatory of Athens	NOA
Hatzopoulos Michael	University of Athens	UOA
Cander Ljiljana	Rutherford Appleton Laboratory	CCLRC
Zolesi Bruno	Istituto Nazionale di Geofisica e Vulcanologia	INGV
Jurén Christer	Swedish Institute of Space Physics	IRF
Stanislawska Iwona	Space Research Center -Warsaw	SRC
Bremer Juren	Leibniz Institute of Atmospheric Physics	IAP
Petropoulos Kostas	01 Pliroforiki	01P
Gasperini Stefano	BLUSTAFF	BLS

### List of Annexes

Annex I Preliminary Agenda

Annex II Final Agenda for the 2<sup>nd</sup> day of the SC meeting

Annex III Letter to 01P

1<sup>st</sup> session (12 April 2005, 09:00 – 11:30 am)

All members of the Steering Committee agreed with the coordinator's proposal that the Secretary of this SC Meeting will be Dr Ioanna Tsagouri who will take the minutes.

### **1. Overview of the progress achieved - Status of deliverables – Data contributors**

Anna Belehaki presented an overview of the project regarding the progress achieved and the status of the deliverables per Work Package as follows:

- WP1: Project Management, Assessment and Evaluation (Lead Contractor: NOA)

Deliverables due until 30 April:

1. First Annual Public Report
2. Progress report for the period Sept. 2004 – Feb. 2005
3. Cost statements

They are all in progress. The contribution of the other partners is reported as:

All the partners submitted their cost statement dully signed except 01P.

All the partners submitted input for the public and progress reports except 01P.

All the partners signed the Consortium Agreement except 01P.

Here, Kostas Petropoulos (01P) gave the information that the signed Consortium Agreement by 01P is already mailed together with the official version of the Cost Statement.

Then, Anna Belehaki made an announcement about new Data Contributors. The Project Coordinator, after the decision taken by the SC in the previous meeting, in Rome in October 2004, invited two public research institutes that operate ionospheric stations able to provide real-time autoscaled ionospheric parameters, to participate in DIAS under the terms and the conditions defined in the Consortium Agreement.

The two institutes invited to contribute with data are:

- Pruhonice Ionospheric Station, Institute of Atmospheric Physics, Czech Republic (Jan Lastovicka)

- Observatori de l' Ebre, Spain (David Altadill)

Both institutes accepted the invitation.

The contribution of these institutes is now properly acknowledged in the DIAS website. The representatives of these institutes were also invited by NOA to participate in the 3<sup>rd</sup> Technical Meeting in Athens (from 12 to 14 April 2005).

- WP2: State of the Art (Lead Contractor: IRF)

The WP2 was successfully ended in January 2005 with the submission of the deliverable D2.1 "State of the art report" which satisfied the standards of the consortium and was a useful input for WP3, but also for the identification of organizations that could potentially collaborate with DIAS (i.e., IPS, Fusion

Numerics). In particular, Fusion Numerics contacted the project coordinator and a meeting is arranged for May 2005 (to be discussed on the 2<sup>nd</sup> session of Steering Committee meeting on Thursday 14 of April).

- **WP3: Content Generation (Lead Contractor: CCLRC)**  
 The work is in progress. No problems or deviations are recorded in WP3. A WP3 technical meeting was held in Rome, on 9-11 February 2005; during the meeting the specification of added value products was discussed and the codes and algorithms used to generate these products were presented. In March 2005, the compilation of the D3.1 report was completed. Report D3.1 was delivered in eContent on 7 April 2005. In this report, eleven (11) products have been specified to be released through DIAS. Some of the algorithms are still under development by CCLRC, NOA, INGV, IAP, SRC. The final version of all the codes and the algorithms has to be delivered to eContent in July 2005.
  
- **WP4: Infrastructure and Technology (Lead Contractor: UOA)**  
 The work is in progress. No problems or deviations are recorded in WP4. In particular:  
 The prototype already operates and after the final improvements based on the comments, receiving during the technical meeting that follows, it can be submitted to eContent.  
 Six basic data, products and services are distributed from DIAS prototype.  
 The members of DIAS users' network have access to the prototype.  
 For the next 4 months, the UOA together with the other ionospheric partners of DIAS will work together for the transformation into operational codes of all remaining products and services:
  - short term forecast of foF2 (NOA)
  - maps of electron density (SRC)
  - MUF maps (INGV)
  - alerts (CCLRC)
  - ionograms from Lycksele, Warsaw, Chilton and Ebre
  
- **WP5: Commercial exploitation of DIAS products (Lead Contractor: 01P)**

Significant deviations and problems are recorded in WP5. In particular the deviations are as follows:

<b>Deliverable</b>	<b>Original Completion Date</b>	<b>Actual completion date</b>	<b>Comments by the Project Coordinator</b>
Database of potential users	10/2004	01/2005	The database of the potential users was delivered with great delay. On December 2004, the coordinator received a letter by eContent notifying the deviation from the delivery plan
Web-Questionnaire	01/2005	01/2005	The questionnaire was

			finally edited by NOA team and the web questionnaire was developed also by NOA team
Users needs assessment report	04/2005	-	No input received so far

More specifically, the problems recorded up to date are:

1. The database of potential users delivered to the consortium with a delay of 4 months. The database of potential users included more than 200 entries. Unfortunately the majority of these entries were not relevant to DIAS objectives. The database also suffers from technical and structural problems as well.
2. The consortium received any kind of written report concerning the cartography of the market.
3. The questionnaire that originally submitted by 01P to the consortium did not fit the purposes of our investigation, because it was mostly based on “open” non-well defined questions. The whole task has been successfully implemented by NOA.
4. 01P although has the responsibility, according to the technical annex, to disseminate the questionnaires, didn't put a link to their web site. They didn't even mention about DIAS in their web site. 01P never submitted replies from the questionnaires and the consortium has no indication that 01P ever contacted potential users.
6. There was no discussion between 01P and the members of the consortium for the methodology that will be followed for the users' needs assessment report. No input has been given so far from 01P concerning the preliminary results of the users needs assessment, although this input was a requirement for the compilation of the report D3.1.
7. No coordination activities were performed within WP5, and communication problems have been reported both by the project coordinator and other members of the consortium trying to contact, either by email or by phone, the person assigned DIAS duties within 01P, over periods of several months.

In summary, the project coordinator reported:

- ✓ lack of activity concerning DIAS tasks
  - ✓ lack of punctuality in supplying deliverables that meet the consortium standards
  - ✓ lack of communication either with the coordinator and the partners of DIAS, or with the members of the market sector to which DIAS is addressed
- WP6: Awareness, Dissemination and DIAS management structure (Lead Contractor: INGV)  
Tasks 6.1 and 6.6 are assigned to 01P.  
Tasks 6.2 to 6.5 and 6.8 are implemented by INGV.

The progress achieved in WP6 is reported as in the following table:

Task/Deliverable	Schedule according	Current status	On schedule
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	<b>to the Technical Annex</b>		
Preliminary study of DIAS management structure	4-10/2004	Unknown, because no input is received from 01P	Unknown, because no input is received from 01P
DIAS brochure	8/2004	Completed (Submitted to eContent in August 2004 and distributed to 250 potential users. The coordinator received the list of recipients)	Yes
Publications and presentations	3/2004 – 1/2006	Underway (Already 6 presentations in international meetings and 1 submitted paper)	Yes
List of DIAS network members	3/2005	Completed (Will be delivered immediately after the Athens meeting)	Yes
Electronic Newsletter	3/2005	Completed (Will be delivered immediately after the Athens meeting)	Yes

The problems recorded are as follows:

- The project coordinator and the consortium members are not aware of any preliminary discussions between 01P and the scientific teams willing to continue to provide DIAS with data, aiming at the determination of an Agora type management structure. For example, no possible scenarios have been worked out concerning the future status of partners inside DIAS who already have strong contacts with users and of those partners who have not.
- In all DIAS meetings held so far, 01P although was present, avoided systematically to discuss such kind of problems with the other partners, even if such a discussion was triggered by the other partners of the consortium (i.e., INGV, CCLRC, SRC).

In an overall evaluation of progress achieved, the project coordinator reported:

Significant progress was reported in all technical aspects (state of the art, generation of new added value products and services, development of the server prototype), as well as in the dissemination and awareness activities. The corresponding deliverables meet the consortium standards and in the same time serve the objectives of the project. These deliverables have been submitted on time or with small deviations that do not affect the overall progress of the project.

Unfortunately the same conclusion cannot be reached for the commercial exploitation activities and the definition of the commercial management of DIAS. These tasks are assigned to 01P. Overall no progress is achieved by the partner 01P. In contrary many independent efforts were made by ionospheric partners to

approach potential users/experts in the field, to develop and disseminate the web-questionnaire. Despite the crucial importance of these tasks for the success of the project, and despite the fact that the project is already in the 14<sup>th</sup> month of its lifetime, no activity is reported by 01P so far. In addition, 01P is the only partner who has not submitted yet progress reports and signed the consortium agreement.

Kostas Petropoulos requested some time in order to reply to the recorded problems for the 01P. Nevertheless he did not give specific answers to the problems reported and he did not commit for any remedies.

The Steering Committee decided to continue the discussion in the second session of the SC on Thursday 14 April 2005, after receiving the presentations of the Technical Meeting.

## 2. Plan for the discussion with the users/experts

First, A. Belehaki gave a list of the users/experts invited to participate in the Third Technical meeting of DIAS project.

Col. Zbigniew Brewczynski	Frequency Management Military Office, Poland
Lt. Colonel Mariusz Wojciechowski	Frequency Management Military Office, Poland
Ivan Kutiev	Bulgarian Academy of Science
Stanimir Stankov	DLR, Germany
Jan Lastovicka	Institute of Atmospheric Physics, Czech Republic
Josef Boska	Institute of Atmospheric Physics, Czech Republic
Dr David Altadill	Institut Universitari Observatori de l'Ebre, Spain
Phil Wilkinson	IPS Radio and Space Services, Australia
Raffaele Azzarone	Ministry of Defense, Italy
Michael Milligan	EOARD, UK
Moorhead Mike	Neptune Radar Ltd, UK
Wheadon Nigel	BAE SYSTEMS Advanced Technology Centre, UK

Anna Belehaki presented some interesting points extracted from her personal contacts with invited users who could attend the meeting. First, IPS (Philip Wilkinson) expressed the wish to collaborate with DIAS. The consortium has to consider his proposal and discuss with IPS ways of collaboration. The same holds for the representative of EOARD (Michael Milligan). Wheadon Nigel was not able to attend; he has prepared though a presentation regarding BAE activities with proposal for future collaboration with DIAS that will be presented by Lili Cander.

The discussion with the invited users will be organized as follows:  
First, the prototype will be presented. This is the very first time when DIAS results and products will be shown to the users, so their reaction is very important.  
Then, it is important to lay stress on some interesting points from the compilation of the questionnaires and to hear carefully the comments and the special requests from the invited users. Additional products could be developed based on the cost or the technical possibilities of the system.  
It should be made clear to them that pricing policy is considered only for the added value products.

### **3. Announcements concerning the mid term review of the project**

The review will be held in Luxembourg on 26 or 27 May 2005. It will be half a day meeting. The exact date will be specified by eContent shortly. The project coordinator and representatives of all WP have to be present to support the deliverables:

D1.1, D1.2, D1.3, D1.4, D1.5

D2.1

D3.1

D4.1

D5.1, D5.2

D6.1, D6.2, D6.3

## **2<sup>nd</sup> session (14 April 2005, 14:00-17:00)**

### **1. Approval of the agenda. The modified agenda was approved.**

### **2. Evaluation of the progress achieved - ways of adjusting possible problems**

The project coordinator presented an overall evaluation of the progress achieved as it is reported after the Third Technical meeting.

Concerning the technical aspects (state of the art, generation of new added value products and services, development of the server prototype) and the dissemination and awareness activities (advertisement of the project, dissemination of results), significant progress has been achieved. The corresponding deliverables meet the consortium standards and in the same time serve the objectives of the project. These deliverables have been submitted on time or with small deviations of just few weeks that do not affect the overall progress of the project.

Concerning the commercial exploitation (cartography of the market, user needs assessment, commercial management structure), the progress reported by 01P does not correspond to the contractual obligations as described in the Technical Annex of DIAS contract and does not meet the scientific and technical standards of the consortium.

The project coordinator pointed out that the commercial exploitation is very important component for the project success; therefore, to describe the problems in detail, the project coordinator deliver to Kostas Petropoulos (01P) a letter where all problems concerning the performance of 01P notified by the coordinator and the other members of the consortium have been specified. A copy of this letter was submitted to the minutes and to the other partners. Anna Belehaki read the letter, and Kostas Petropoulos commit himself to reply in written very soon even by the next day.

### **3. Approval of the deliverables D4.1, D6.2, D6.3**

The deliverable D4.1 has been approved by the SC to be submitted to eContent. Then all members of DIAS network will be provided with usernames and passwords for accessing the prototype.

The SC members agreed that a very good work has been done, and very good comments were also received from the invited users who attended the technical meeting. The prototype will be submitted by 22 April 2005, as soon as a summary and a short description will be provided by UOA.

The deliverable D6.2 has been approved by the SC to be submitted to eContent. The newsletter will be sent to all potential users and the DIAS network members. The procedure for the contribution of the partners (especially to the tutorial section) was also decided: all contributions will be sent to the editorial team ([dias@ingv.it](mailto:dias@ingv.it)) and then the editor Dr Bruno Zolesi will have the final responsibility concerning the contents of each issue.

Some additional ideas to be considered for the next issues were also given:

- to add a section where users could be advertised.
- to add a section for the most Frequently Asked Questions



- to add a “send it to a friend” button, in order to establish more contacts.  
The first issue will be sent upon the release of the prototype.

The deliverable D6.3 has been approved by the SC to be submitted to eContent. The list is compiled by NOA and INGV. This list is different from the DIAS newsletter recipient list, since includes only members that are really interested in DIAS. It includes participants in DIAS users meetings and the questionnaires responders. The final list will be submitted to eContent in the next days. All partners will have the chance to add new contacts during the project implementation period.

The project coordinator noticed that all the deliverables have to be accompanied by i) a short description (abstract) for public access and ii) a more detailed description.

#### **4. Delivery plan for the next months**

Deliverables 4.1, 6.2 and 6.3 will be submitted until 22 April 2005.

Deadline for codes and algorithms (and their descriptions) concerning products specified in D3.1 is 15 July 2005. Lili Cander will provide guidelines for the description of the codes. The specification of additional products according to specific users’ requests will be finalized in the next month, in order to be in operation no later than November 2005.

#### **5/6. Conclusion from the discussion with the users/experts - Meetings with users/experts in the next few months**

Four proposals for potential collaboration were received and discussions may start with:

IPS (Australia)

Fusion Numerics (USA)

DLR (Germany)

BAE (UK)

A. Belehaki will have a meeting with P. Wilkinson (IPS) in Vienna (during the EGU meeting) and with Fusion Numerics in May (during the IES meeting)

Close contact has also to be established with BAE and DLR.

US Air Force representatives will attend the IES2005 and M. Milligan (EOARD) will visit Athens in June. These are excellent opportunities to advertise the project and disseminate the results, especially now that the DIAS prototype is released.

Continuous contacts with individual users is also very important and special requests have to be taken into account. The consortium needs to define the procedure in order to evaluate the requests for the development of additional products and services. The project coordinator suggested the establishment of a committee for the evaluation of these requests. The SC agreed and members of this committee are: L. Cander (RAL), B. Zolesi (INGV) and N. Manola (UOA). Chairperson: L. Cander

#### **7. Presentation of DIAS results in international meetings**

EGU, Vienna, 24-29 April 2005

Ionospheric Effects Symposium, Washington DC, 3-5 May 2005

URSI, New Delhi, October 2005

#### **8. Date and place of the next consortium meeting**

Kiruna, 12-14 September 2005

Local organizer: Christer Juren (IRF)

**9. Any other business**

Peer review meeting: The SC will have to meet in Luxembourg the day before the peer review by the EC.

Bruno Zolesi thanks on behalf of the partners Anna Belehaki for the hospitality and the very successful meeting.

## **Annex I Preliminary Agenda**

DIAS project  
Third Steering Committee Meeting  
Hotel Armonia, Vouliagneni  
Athens, 12-14 April 2005

Preliminary agenda

12 April 2005 (09:00 to 11:30 am)

Overview of the progress achieved - Status of deliverables  
Plan for the discussion with the users/experts  
Data contributors - status  
Announcements concerning the mid peer review in Luxembourg

14 April 2005 (14:00 to 17:00 pm)

Evaluation of the progress achieved – ways of adjusting possible problems  
Conclusion from the discussion with the users/experts  
Presentation of DIAS results in international meetings  
Meetings with users/experts in the next few months (IPS, EOARD, Fusion Numerics)  
Any other business

## **Annex II Approved Agenda of 2<sup>nd</sup> day of the SC meeting)**

DIAS project  
Third Steering Committee Meeting  
Hotel Armonia, Vouliagneni  
Athens, 12-14 April 2005

14 April 2005 (14:00 to 17:00 pm)

1. Approval of the agenda
2. Evaluation of the progress achieved – ways of adjusting possible problems
3. Approval of the deliverables D4.1, D6.2, D6.3
4. Delivery plan for the next months
5. Conclusion from the discussion with the users/experts
6. Meetings with users/experts in the next few months (IPS, EOARD, Fusion Numerics)
7. Presentation of DIAS results in international meetings
8. Date and place of the next consortium meeting
9. Any other business

**Annex III: Letter to the partner 01P**



**National Observatory of Athens  
Institute for Space Applications and Remote Sensing**

**Metaxa and Vas. Pavlou str., 15236 Greece**

To: 01 Pliroforiki S.A. (01P)  
Consulting Department  
For the attention of:  
Mr. Konstantinos Metaxas  
Mr. Kostas Petropoulos  
438, Acharnon Street

EL-11143 Athens/Greece

Athens, 14 April 2005

**Subject: 01P's participation in contract No. EDC-11150 DIAS / 28665**

Dear Sirs,

According to the performance recorded, within the first year, by the project coordinator and the other members of the steering committee, 01P's contributions to the project to date have not fully complied with its obligations under the contract. 01P's performance seems to have severely disrupted the smooth implementation of work in the framework of work packages 5 and 6. Specific remarks are followed:

***Work Package 5***

According to the Technical Annex of the contract No EDC 11150 DIAS/28665, 01 Pliroforiki (01P) is the leader of WP5 "Commercial Exploitation of DIAS products". Their estimated effort amounts to 29 person/months. Their contractual obligations under WP5 are indicated below:

Deliverable D5.1: Database of potential users (Due Date 30/09/2004)

Task 5.1 – Cartography of the market

*Contribution by 01P:* The consortium has no evidence that 01P has performed a cartography of the market, because we have not any written report.

Task 5.2 – Compilation of database

*Contribution by 01P:* 01P provided a database with structural and technical problems, containing many entries irrelevant to the aims of DIAS. It is clear that first this database was developed for another application and second the entries were inserted without a preliminary study.

Deliverable D5.2: Questionnaire to potential users (Due Date 31/01/2005)

Task 5.3 – Creation of a web-based questionnaire to potential users

*Contribution by 01P:* 01P provided a list of questions which did not meet the requirements of the DIAS consortium, neither from a technical nor from a scientific point of view. The web based version of the questionnaire was never developed by 01P. Instead the whole effort was undertaken and achieved by NOA. The consortium has no evidence that 01P circulated the questionnaire to potential users. The consortium did not receive any replies.

Deliverable 5.3: User needs assessment report (Due Date 31/03/2005)

Task 5.4 – Compilation and analysis of selected information from replies to NOA questionnaires

*Contribution by 01P:* The oral presentation of the work given by Kostas Petropoulos during the 3<sup>rd</sup> Technical Meeting in Athens, does not meet the scientific and technical standards of the consortium (i.e. several non-fully completed questionnaires were considered to be fully completed with negative answers creating biased results). Therefore the output result from the statistical point of view is totally without meaning.

Task 5.5 – User needs assessment report

*Contribution by 01P:* The consortium has no indication for the existence of this report.

***Work Package 6***

According to the Technical Annex of the contract No EDC 11150 DIAS/28665, 01 Pliroforiki (01P) is involved in WP6 “Awareness, dissemination and DIAS management structure”. Their estimated effort amounts to 13 person/months. Within WP6, the implementation of **tasks 6.1 and 6.9** are assigned to 01P.

Task 6.1 - Preliminary study of an Agora type management structure for DIAS (Due date: October 2004)

Description of the task according to the contract: Study of the management structure applied in similar systems worldwide

*Contribution by 01P:* According to the discussion held during the 3<sup>rd</sup> Technical meeting in Athens, on Wednesday 13 April 2005 in the afternoon session, Kostas Petropoulos didn't examine at all this subject and in a relevant question his answer was that he has no idea of the management structure of similar organizations worldwide.

***Attendance of events***

In addition, as a member of the DIAS consortium, 01P did not attend events aiming at discussions with groups of potential users, as stipulated in the list of events of the Technical Annex of DIAS contract.

***Progress reports***

01P did not submit input to the coordinator for the First Public Annual Report and for the Second Periodic Progress Report.

***Consortium agreement***

The DIAS consortium agreement, as agreed among the partners on the occasion of the second steering committee meeting held in Rome in October 2004, was submitted to 01P on November 2004 for signature. As per the date of this document, the consortium has not received it back, duly signed on behalf of 01P.

In overall, your performance in DIAS project creates serious problems in the smooth implementation of the work in working packages 5 and 6.

Yours sincerely,

Dr Anna Belehaki  
Coordinator of DIAS project