



UNIVERSITÀ DEGLI STUDI DI MILANO



ERMES KICK-OFF MEETING

MARCH 12-13, 2014

IREA-CNR, MILANO, ITALY

AGENDA

Version: 5.0

Date: 06/03/2014

OBJECTIVE

The EU FP7-SPACE ERMES project will start on 1 March 2014 and finish on 29 February 2017. The ERMES Kick-Off (KO) Meeting is scheduled in two days. First day objective is to provide a complete overview of the project activities to the users and advisory board members. Second day is dedicated to the discussion and implementation of the first year activities. Expected meeting output is a common understanding of partner competences and responsibilities for the project implementation and the achievement of the scheduled activities. Attention will be dedicated to the consortium communication mechanism, time line of activities and deliverables. KO will guest the first ERMES User Session with the aim to reinforce relations with the end users and to start the activities of requirement elicitation.

LOCATION

Area Ricerca CNR Milano 1

Via Bassini 15

20133, Milano Italy

AGENDA**FIRST DAY****MORNING**

9.00-9.30 REGISTRATION AND WELCOME SESSION

9.30-11.10 INTRODUCTION SESSION

Break

11.30-13.30 PROJECT AND CONSORTIUM PRESENTATION SESSION

Lunch

AFTERNOON

14.30-16.00 USER SESSION

Break

16.30-17.15 ROUND TABLE SESSION

SOCIAL EVENT**SECOND DAY****MORNING**

9.00-9.15 PROJECT RECAP

9.15-11.00 PROJECT KICK-OFF: DETAILED WORK PLAN-YEAR 1 SESSION-Part A

Break

11.20-12.20 PROJECT KICK-OFF: DETAILED WORK PLAN-YEAR 1 SESSION- Part B

Lunch

AFTERNOON

13.30-14.00 PROJECT KICK-OFF: DETAILED WORK PLAN-YEAR 1 SESSION- CONCLUSION

14.00-14.45 TECHNICAL AND ADMINISTRATIVE SESSION

Break

15.00-15.30 CONCLUSIVE SESSION:

15.30-16.30 MANAGEMENT BOARD SESSION

END OF ERMES KO MEETING

FIRST DAY: GENERAL INTRODUCTION AND USER SESSION**PARTICIPANTS:**

Project Coordinator (PC); Project Partners (PP); Project Users (PU); Advisory Board members (AB)

MORNING 09.00-13.30 (3 H)**REGISTRATION AND WELCOME SESSION****9.00-9.30****INTRODUCTION SESSION****9.30-11.10****Project coordinator welcome****9.30-9.50**

- IREA welcome
- Meeting Agenda and practical information
- Project framework and objective within Copernicus
- ERMES project presentation

Pietro Alessandro Brivio (CNR)Mirco Boschetti (CNR)Virginia Puzzolo (REA)Mirco Boschetti (CNR)**International Framework: G-20 EOGLAM****9.50-10.20**

- The GEO Global Agricultural Monitoring initiative *
- The EOGLAM Crop Monitor Assessment *

Michel Deshayes (GEO, CH)Inbal Becker-Reshef (UMD, USA)**Advisory Board presentation****10.20-11.10**

- MARS activities *
- ImagineS project: contribution to Copernicus Core Services *
- International activities for Rice monitoring *

Bettina Baruth (JRC-EC)Roselyne Lacaze (HYGEOS, FR)Andy Nelson (IRRI, PHI)

*Tentative Title

BREAK (15 min)**PROJECT AND CONSORTIUM PRESENTATION SESSION****11.30-13.30**

WP description and partner presentation:

Coordinator and WP leader

Content: WP objective, tasks, deliverables, partners contribution and linkages to other WPs*

- WP1-2-Coordination Project structure and WPs
- WP3- Users' requirements and services' evaluation
- WP4-Service Design
- WP5- Geo-product from space-borne
- WP6- Geo-information from crop modeling and EO product
- WP7- Geo-services for information management:
- WP8- Scientific and technical validation of product and services
- WP9- Service demonstration
- WP10- Market analysis and business model development
- WP11-Dissemination and Promotion

Mirco Boschetti (CNR)Dimitris Katsantonis (DEMETER)Christos Karydas (AUTH)Javier Garcia (UVEG)Roberto Confalonieri (UMIL)Sven Casteleyn (UJI)Monica Pepe (CNR)Lorenzo Busetto (CNR)Francesco Holecz (SARMAP)Dimitris Katsantonis (DEMETER)

* 10-15 min presentation

Buffet LUNCH (1 h)

AFTERNOON 14:30 – 17:15 (~3H)**USER SESSION** 14.30-16.00Chairman: Dimitrios Katsantonis (DEMETER)

- User role and their importance: ERMES a user oriented project Mirco Boschetti (CNR)
- User presentation and expectation (supported by local partner)
 - Italy (IT) :
DG Agricoltura Regione Lombardia; ENTE NAZIONALE RISI Mirco Boschetti (CNR)
 - Spain (ES):
Regulatory Board of Denominación de Origen Arroz de Valencia (C.R.D.O) Javier Garcia (UVEG)
 - Greece (EL):
Cereal Institute of the Hellenic Agricultural Organisation (DEMETER); Agricultural cooperative Chalasytra B Thessaloniki; KANAKAS BROS Ltd Dimitris Katsantonis (DEMETER)
- Policy for management of users' personal information and data Monica Pepe (CNR)

BREAK (30 min)**ROUND TABLE SESSION** 16.30-17.15Chairman: Mirco Boschetti (CNR)

Recommendation from Advisory Board**

AB member

Recommendation from Users:

Dimitrios Katsantonis (DEMETER)**1° day END****SOCIAL EVENT DINNER (TBC)**

ADVISORY BOARD MEETING (RESTRICTED)**

Participant: Advisory Board members (AB)

To be held in the more convenient way for AB members

SECOND DAY: KICK OFF OF THE ACTIVITIES AND TECHNICAL/ADMINISTRATIVE ISSUE**PARTICIPANTS:**

Project Coordinator (PC); Project Partners (PP); Public Officer (PO)

MORNING 9.00-13.00 (~ 4.00 H)**PROJECT RECAP 9.00-9.15**

Project summary: first year expected milestone *Mirco Boschetti (CNR)*

PROJECT KICK-OFF: DETAILED WORK PLAN-YEAR 1 SESSION- Part A 9.15-13.00

Description and discussion of first year project activities: WP leaders (10-15 min) ALL (10 min)

- **User, data model requirement and service design 9.30-10.10**
 - WP 3 *Dimitris Katsantonis (DEMETER)* Discussion (ALL) 9.30-9.50
 - WP 4 *Christos Karydas (AUTH)* Discussion (ALL) 9.50-10.10
- **Processing chain and system definition 10.10-11.50**
 - WP5 *Javier Garcia (UVEG)* Discussion (ALL) 10.10-10.40
 - WP6 *Roberto Confalonieri (UMIL)* Discussion (ALL) 10.40-11.00

BREAK (20 min)**PROJECT KICK-OFF: DETAILED WORK PLAN-YEAR 1 SESSION- Part B 9.15-13.00**

- WP7 *Sven Casteleyn (UJI)* Discussion (ALL) 11.20-11.50
- **Dissemination and exploitation activity 11.50-12.20**
 - WP10 *Francesco Holecz (SARMAP)* Discussion (ALL) 11.50-12.00
 - WP11 *Dimitris Katsantonis (DEMETER)* Discussion (ALL) 12.00-12.20

Buffet LUNCH (1 h)**AFTERNOON 13:30 - 15:30 (~1.30 H)****PROJECT KICK-OFF: DETAILED WORK PLAN-YEAR 1 SESSION- CONCLUSION 13.30-14.00**

- **Discussion 13.30-14.00**

Chairman: *Mirco Boschetti (CNR)*

- Action lists recap
- Summary and conclusion

TECHNICAL AND ADMINISTRATIVE SESSION**14.00-14.45**

- Guidance on the administrative and financial issues
- Intranet and electronic repository illustration
- Strategy for project quality assessment

*Elena Recchia (CNR)**Simone Lella (CNR)**Mirco Boschetti (CNR)***BREAK (15 min)****CONCLUSIVE SESSION****15.00-15.30**

- Round table and conclusive remarks

*Mirco Boschetti (CNR)***End**

15:30 - 16:30 (~1H)**MANAGEMENT BOARD MEETING (RESTRICTED)****15:30-16:30**

Participant Project Coordinator (PC); Partner representative (PR)

Chairman: *Mirco Boschetti (CNR)*

- 1) Installation of MB (one member per partner)
- 2) Document content presentation and discussion
 - a. Project management plan (DOC),
 - b. Quality assurance and risk management plan (DOC)
 - c. GAP draft (DOC)
 - d. EIDs (DOC)
- 3) Steps for management documents approval

*Anna Rampini (CNR)**Anna Rampini (CNR)**Monica Pepe (CNR)**Monica Pepe (CNR)***END OF ERMES KO Meeting**