

WP-1 Management

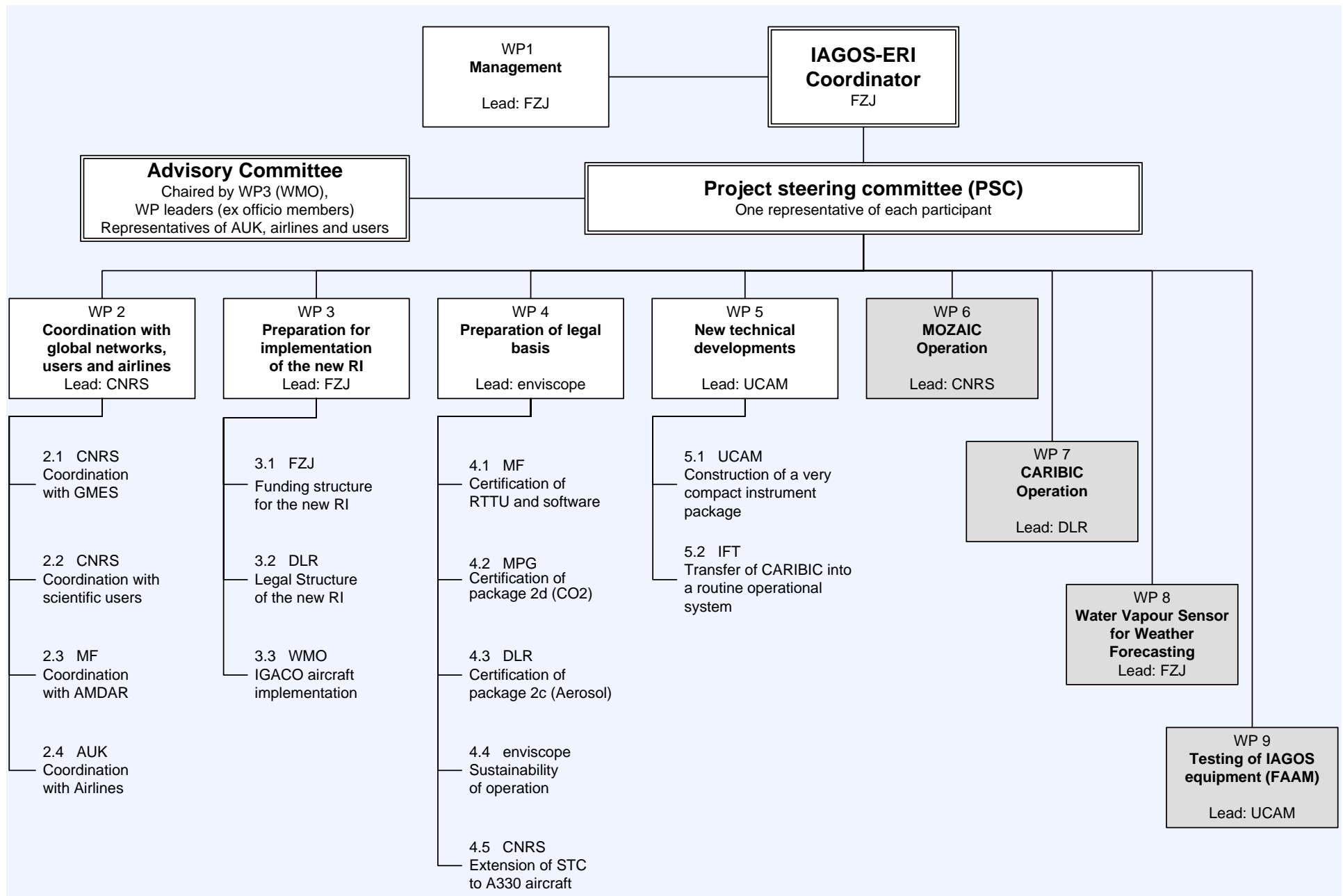
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IAGOS-ERI Kickoff Meeting, Maastricht, 14.-16.9.2008

Contract

- Grant Agreement
 - Signed by EC and FZJ
- Accession Forms
 - Signed by all partners, except UMAN and NERC
- Consortium Agreement
 - Being sent to partners for review
- Prepayment
 - Received, will be distributed this week



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Project Steering Committee

- One representative from each participant. Each participant shall also appoint a deputy.
- The PSC is chaired by the coordinator or his deputy (to be elected in PSC Meeting)
- PSC Meetings will take place every 12 month. Telecons will take place every 3 month.

PSC duties

- Overall project strategy and project (re-)organisation.
- Contractual matters with the EC
- Consortium agreement application
- Review of resource status and project progress
- Monitoring of the information flow between Workpackages
- If necessary, major changes in work programme including redistribution of budget
- Preparation and review of strategic publications and presentations at conferences and workshops

Advisory Committee

- **Objectives**
 - To support the development of the new infrastructure and its implementation in the Global Earth Observing System of Systems (GEOSS).
- **Tasks**
 - to be informed of the strategy and progress of the project
 - to advise the coordinator and the PSC with respect to project strategy
 - to inform airlines and users about the progress of the project
 - to propose strategies for acquisition of funding.
- **Members**
 - WMO (chair)
 - Representatives of the user community
 - International organisations
 - Airline representatives
 - WP leaders (ex officio)
- **Meetings**
 - every 12 months



Reporting

- IAGOS-ERI has 3 funding instruments
 1. Management (WP-1)
 2. Coordination and support action (WP-2, WP-3, WP-4)
 - up to 100%; indirect cost limited to 7% of total direct cost (minus subcontracting)
 3. Technical work (WP-5)
 - 50% (75% for Univ., Res. Inst., SMEs), full indirect cost of institution
- Financial reporting must be in accordance with your normal procedures
- Cost items must be traceable to WPs
- Suggestion: Use separate accounts for each WP
- Guidelines for reporting will be put on the website

Milestones 1st Year

	Milestone	Lead	Delivery date	Comments
M 1.1	Contract and CA signed	FZJ	0	Contract
M 1.2	Kickoff Meeting	FZJ	3	Meeting report
M 4.1.1	Decision on subcontractor for RTTU	MF	5	Call
M 2.4.1	Review of legal status of aircraft platform of RI in foreign country	AUK	12	Report
M 3.1.1	Evaluation of cost of construction and operation of RI finalised	FZJ	12	Report
M 3.2.1	Review of possible legal forms of the RI-consortium	DLR	12	Report
M 4.1.2	Preliminary design review (PDR) of RTTU	MF	12	Report
M 4.3.1	PDR of Aerosol Package, incl. Probe	DLR	12	Report
M 1.3	First annual Meeting	FZJ	13	Meeting report

Suggestion for Logo



IAGOS-ERI Website

www.iagos.org

- Still under development (we also own .eu and .de)
- Comments welcome!
- Own page for each workpackage
 - WP leaders to provide information (text, pictures,...)
 - Public and/or restricted?
 - Agenda, participant list, minutes, etc. of WP meetings to iagos-coordinator@fz-juelich.de
- Suggestions for internal pages
- Should we have a newsletter?
 - Who?
 - How often?
- Check your logos and links <http://www.iagos.org/partners>



A. Volz-Thomas, WP-1

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End WP-1

- Next Annual Meeting
- September 2009 ?
- Venue ?

Agenda PSC 15.9.2008

- Inauguration
 - Membership
 - Deputies
 - Duties
 - Meetings, Telecons
- Finances
 - Distribution of prepayment
- Accession Forms
 - NERC
 - UMAN
- Consortium Agreement
- Miscellaneous

