



ACTRIS IMP KICK-OFF/COMMUNITY MEETING

March 3-5, Larnaca, Cyprus

Action Items

Authors: Anna Salonen, Päivi Haapanala, Mikhail Paramonov

1. Tuesday March 3rd

Implementation Scope, Expectations and Risks

- During the Kick-Off meeting it is needed to identify all the task partners who will contribute to the project's tasks. After this meeting all should know how the work is starting and to which WPs you are contributing to.
- Exploratory platforms - finances need to be discussed more in detail.

Community Involvement and new members

- Slovakia is not part of the ACTRIS community, we need to update the picture/map.
- We need to know the contact persons in countries that are yet not part of ACTRIS. They should be communicated to HO/WP1 to enhance the communication towards them. It is important to notify them about the meetings and ACTRIS development. Identify the potential institutions in these countries. We need to build a team to support these countries for them to get funding.
- Better term for NF Assembly is needed.
- Involve Estonia in data aspects.

Business Plan

- Comments on the business model graphic need to be sent to Giulia.
- Key processes of ACTRIS need to be highlighted.
- Objectives and goals need to be elaborated.

ERIC Perimeter

- It is not clear to TCs what the advantages of being inside the ERIC are. It is impossible for some countries to be inside the ERIC. Disagreement of the IAC countries on the subject.
- Conditions to be inside the ERIC need to be explained in more detail - otherwise it is impossible to answer the questions for the TCs.

ACTRIS Finances

- We need more detailed information about finances. All countries need to provide the information. The issue will be communicated to TCs and to the RI committee. No additional guidance is needed for the host contributions.

Governance

- RI Committee: NF representation of different fields is essential and needed.
- Interim Scientific Chair - The issue needs to be solved during this spring. Should it be one person or a board? We should also consider changing the name. IAC does not want to be involved in the decision. The ACTRIS community needs to decide.
- Interim National Facilities Assembly
 - A discussion needs to be held with the NCPs. What is needed for a good representation? Could be different in different countries. NCPs need to identify the right persons.
 - Current issues that need to be addressed include tasks and composition.

Organisation of work

- ACTRIS Science Conference 2021 in Helsinki, all the parts of ACTRIS need to be invited. The Program Committee will be announced.

2. Wednesday March 4th

Intro and Plans of WPs 8, 9 and 10

WP9

- Need to work closely together with other WPs. Innovation needs to be helpful to ACTRIS and not to go too far.
- Associated partnership program needs to be established very soon to engage with all the necessary outside partners.

WP8

- It is important to establish connections with local partners/third countries. Local facilities can be used to attract the regional/global users. Need to be considered with a high priority.

3. Thursday March 5th

Intro and Plans of WPs 4, 5, 6 and 7

WP4

- Operative plans need to be created by the CFs describing everyone's tasks. Consortium Agreements should be put in place between the different units.
- A management tool will be created to coordinate the work between CFs-TCs-NFs. Input from the community is very much appreciated.

WP5

- Discussion on the NF workshops/training is needed.

- We need to establish cooperation with countries that will never join ACTRIS. Regional partner facility. We need to first determine who is or can be inside ACTRIS and who will not.

WP6

- Tools for user interaction/management to guarantee the user engagement and satisfaction. Need input from other WPs (WPs 4 and 5).

Overall ACTRIS Implementation Plan/CF Implementation Plans - Next Steps

- ERIC Step 2 documentation needs to be finished to be able to distribute the money to ACTRIS.
- CF validation results: CiCAS and CIS adjustments are still needed before the final validation decision.
- Cost books need to be updated based on the validation results or for internal reasons. Management costs need to be cross-analysed in the different plans.
- Country input is needed immediately concerning the revenues.
- Number of instruments at exploratory platforms needs to be known.
 - Instrumentation is not included in the cost book. HO needs to set up an online tool to list the instruments. There are time constraints on the completion of the Cost Book. We need to think what we can do now and eventually include more instruments etc.
- How are the needed changes from the evaluators documented/guaranteed? We need to do a cross-analysis and an update of the implementation plans and cost books.
- There is a legal need for a Consortium Agreement that is linked to ERIC. RI committee needs to be consulted. For now, only recommendations can be given.

Data Workflows

- Webpage tool for the management of the data needs to be developed as an internal tool.
- Dedicated workshops are needed for the DVAS.

SIAB Report

- There is a need to think about the added value of the ACTRIS to the existing science community.
- There is a need to think about the effectiveness that takes burden away from the scientists/managers.
- Changes to the final deliverables of ACTRIS PPP need to be made: ACTRIS Business plan, Recommendations for establishing level of contractual agreement with National, European, and global initiatives and programs and ACTRIS strategic report from current status to 30-year vision.
- We need to think what ACTRIS wants to achieve in 5 years, and how to deal with emergency situations if something urgent happens.

NF Plan and Labelling

- There is an urgent need for a web tool that can be used for the labeling process and listing of instruments.
- We need a list of less experienced partners and decide how to engage them.
- Ministries should be involved in the labelling process.
- Difficulties in organising big events are evident, but these events are needed. We should at least try to collocate training events, workshops, etc. Choice of the meeting place is critical also.
- Measurement facilities are also needed in the NFs.
- Representatives need to be different and cover all the fields of ACTRIS.

- We need links to WP1 as regional partners are important. Potential new NFs need to be kept in mind. We need to start inviting relevant people to the ACTRIS events.
- We should ask NFs if they have needs for developments

TNA pilot for access to ACTRIS services

- We need to decide the format of review meetings. Virtual vs. physical.
- We have to come up with terms of reference for panel members.

Optimisation of meetings and attendance, and ACTRIS community interlinkages

- There is a need to have collocated meetings and workshops so people can interact.
- We need large workshops and the ACTRIS week.
- Technical communities need to meet regularly, preferably altogether.