



I3E Project

3rd Extraordinary Steering Committee Meeting Eleftherios Venizelos Airport, Athens, Greece, December 18th, 2009

Minutes

The I3E 3rd Extraordinary Steering Committee convened on December 18th, 2009 in Eleftherios Venizelos Airport, Athens organized by the Lead Partner, Industrial Systems Institute / Research Centre ATHENA.

The members of the Steering Committee are the following:

- Athanasios Kalogeras (ISI)
- Albert Treytl (OEAW)
- Rainer Gotsbacher (ECOPLUS)
- Anna Naydenova (BICT)
- Alexandru Borcea (ARIES)
- Matjaz Colnaric (UOM)
- Vladimir Jovan (JSI)
- Christos Papisimakopoulos (RDF-RWG)
- Domenico Ricchiuti (IEA)
- Zdravko Karakehayov (TUS)
- Valerii Lebid (ONPU)
- Vesna Mandic (UOK)

With the exception of Alexandru Borcea (ARIES), Zdravko Karakehayov (TUS) and Valerii Lebid, all other members of the Steering Committee participated or have been represented in the 3rd Steering Committee meeting. Mr Papisimakopoulos, RDF-RWG representative was represented by Mr Antonios Gavranitz, bearing a written authorization for this. Mr Ricchiuti, IEA representative was represented by Mr Athanasios Kalogeras, bearing a written authorization for this. Mr Jovan, JSI representative was represented by Mr Colnaric, bearing a written authorization for this. According to Article 4, point 3.c of the Partnership Agreement, a quorum is established (9 out of 12 present participants).

The agenda of the 3rd Steering Committee meeting was presented to the Steering Committee by Project Manager Dr Athanasios Kalogeras and it comprised the following points:

- Ratification of the 3rd Steering Committee Meeting Agenda
- Detailed presentation of overall budget
- Presentation of actual spending
- Presentation of envisaged spending of all partners
- Presentation of proposal for reallocation of budget and activities between Bulgarian Partners
- Presentation of proposal for reallocation of budget and activities of Romanian partner
- Discussion

The Steering Committee accepted the agenda and no further issues were raised by any of the participants.

The overall budget distribution of the project between partners and budget lines as well as the forecasted spending was presented by the LP.

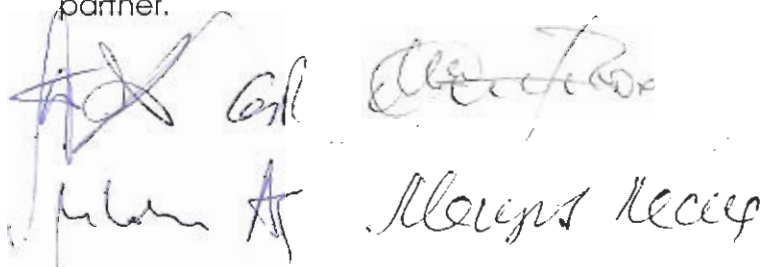
The different present partners presented their forecasted spending for the different project periods focusing on periods 2 to 3.b.

The LP informed the Steering Committee on the Letter of partner TUS of December 16th, 2009 with reference number 00-0000-9MΠ4140-501/16.12.09r, signed by TUS Vice Rector, prof. Nikola Kaloyanov stating that 'TUS confines its participation to the 1st reporting period' due to 'Ministry of Education imposed restrictions'. In view of this TUS letter, the project Steering Committee accepted the withdrawal of TUS from the project dated on December 16th, 2009.

Mrs Naydenova, BICT representative in the Steering Committee presented to the Steering Committee its efforts in finding a different partner to replace partly TUS with reference to its project activities. She referred to potential partners contacted, nevertheless a final approval of their eligibility is pending.

The Steering Committee agreed unanimously to accept a breakdown of the TUS budget as following:

- an amount of 2.400 Euros will remain as TUS budget. TUS has already spent this money and applied for their certification during the 1st Reporting Period.
- an amount of 70.000 Euros will be moved to BICT budget, thus making the overall BICT budget 250.000 Euros.
- the remaining amount of 103.600 Euros will be the budget of the new partner.



Handwritten signatures and names in blue ink, including 'Carl', 'Marius Necey', and other illegible signatures.

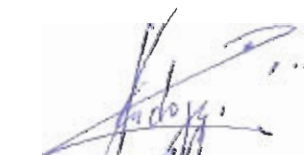
In order for the new partner to be formally accepted to the project by the partnership

- its profile should fit well into the project
- its credibility should be high
- its eligibility should be ascertained by the Bulgarian national contact point
- a letter of co-financing should be sent to the LP
- a new detailed breakdown of the overall budget of TUS, BICT and the new partner should be elaborated among different budget lines, WPs as well as a new detailed spending forecast should be elaborated among reporting periods, respecting the approved by the SEE MA budget distribution and revised spending forecast.


The LP informed the Steering Committee on a letter it had received by Romanian partner ARIES stating that it requested 'to remove from my budget at least a third or even 40%' due to financial problems. ARIES representative Alexandru Borcea had agreed to participate in the Athens extraordinary Steering Committee meeting, yet he did not manage to be present, missing his flight as he informed by phone the I3E project manager. In view of the fact that ARIES has not submitted a PPR for the 1st Reporting Period, has not submitted any expenses for certification to its national controller and has not contributed to the project technical activities to a substantial extent, there has been an extensive discussion in the Steering Committee meeting on the way to deal with this situation without risking the project credibility and without imposing the project to a future decommitment risk. There was a unanimous decision that a new Romanian partner should be sought to be part of the project partnership. The Steering Committee authorized I3E project manager to elaborate a solution for the Romanian case, which should be communicated to its members. A teleconference meeting will be organized for the final decision on this issue and the members of the Steering Committee Meeting will vote for this solution sending their votes via facsimile.

The overall goal is to find a solution for both aforementioned issues by the end of January, 2010.


The Steering Committee Members



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