

Date:	20/07/2011	Place:	Arkadine - teleconference
Start Time:	13:00	End Time:	14:15

Kind of meeting:

- Project Meeting
 OTHERS (Specify):

Project:	HYPROFESSIONALS	Project Code:	Grant N° 256758
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Entity	country	Name / Surname
Fundación Hidrógeno Aragón	Spain	Luis Correas
		Joaquín Mora
FAST	Belgium	Marieke Reijalt Moschoula Krambousanos
FSV	Spain	Nazaret Blasco Javier Rubio
UNIDO ICHET	Turkey	-
WBZU	Germany	Thomas Aigle
Association Phyrenées	France	Marie Hélène Huynh
EnviPark	Italy	Alessandro Graizzaro
JRC	EC	Thomas Malkow
CPI	UK	-

AGENDA

1. Task pending (FHA)
2. Status WP1 (FSV)
 - a. Improvement of the 1.3 "funding program" deliverable
 - b. Status of the 1.1 deliverable
 - c. Next actions
3. Status WP2 (ALBI)
 - a. Manage plan
 - b. Task 2.2
 - c. Next actions
4. Status dissemination plan (FAST)
 - a. Details
 - b. Next actions
5. General novelties (FHA)
6. Questions (ALL)

MINUTES			
<u>Task pending</u>			
ACTIONS PENDING	RESPO.	DEADLINE	COMMENTS
A1: FAST to make a simulation to explain the website to all partners	FAST	27/05/2011	Done
A2: National Coordinators to have an external person as a Quality Committee. Send to coordinator project the name of the person, name of organization and his/her contact.	National Coordinators: ULM, UNIDO, FSV, FAST, CPI, AP, JRC	15/06/2011	Any information yet - an email was sent to know the current situation. Only FSV sent a firm proposal and ULM and ALBI a possible proposal. We will use this committee when we will develop the educational material, but is good to have the QC before. A1: ULM, UNIDO, FAST, CPI, AP, JRC to send a firm Quality Committee proposal
A3: ULM to send the final version of the IPR framework to coordinator.	ULM	N/A	Draft version done, last modifications to be done and still waiting for the agreement from TÜV. A2: ULM to share the IPR framework with all partners.
A4: All partners to complete the list of indicators (monthly) and send it to the coordinator before next teleconferences.	All partners	Next teleconference	An email was sent to all partners to remind it. Only ULM, ALBI, ENVI and FAST sent the January-to-June list. A3: FSV, UNIDO, CPI, JRC to complete the January-to-June list and send it to the coordinator. A4: All partners to complete the list of indicators (July-August) and send it to the coordinator before next teleconferences.
A5: FHA to send to all partners the minutes of the teleconference with TrainHy and HyFacts projects.	FHA	27/05/2011	Done

A6: FAST to propose date and format of the project presentation.	FAST	N/A	On going. A draft plan will be sent.
A7: FAST with FHA to define the scope and target of the presentation project / workshop.	FAST and FHA	N/A	Done. The scope is very clear: only vocational training.
A8: FAST and UNIDO-ICHET to propose a detailed plan and objective for the workshop.	FAST and UNIDO-ICHET	N/A	On going. A draft plan will be sent.
A9: FHA to share the deliverable template.	FHA	27/05/2011	Done
A10: FSV to send the deliverable 1.3 to coordinator	FSV	31/05/2011	First version: done. Now: in process of improvement.
A11: FSV to send the deliverable 1.1 to coordinator	FSV	30/06/2011	On going.
A12: AP and coordinator to have a teleconference to talk about WP2 (organization, scope, dates...).	AP and FHA	N/A	Done. CONCLUSION: More communications between partners involved - developed templates as example of work to do

Status WP1 (FSV)

Task 1.1: the information from the partners has been received and now is on checking process (SAN VALERO). It will be ready to send to coordinator the 29th or 30th week.

A5: SAN VALERO to send the 1.1 deliverable to coordinator.

Also is necessary to have a teleconference to solve doubts (task 1.1 and 1.3) and to prepare next task (1.2)

A6: ULM to set a date for the teleconference to solve doubts (task 1.1 and 1.3) and to prepare next task (1.2).

Task 1.3: ENVI has improved their part in order to share with the rest of the partners involved (for improving their parts), so this way, finally the project will obtain a very good and useful deliverable.

The improvement plan is:

- If we have a very good report (perfect report) that we can share with the rest of the partners and then they follow it for improving their reports, at the end we will have a very good complete report.
- So, if the Spanish and Italian reports are improved in the next days, then Javier and Thomas can share it with the other partners in order to have one completed template.

Two point of view to consider:

- The information necessary to start a new project, is the information inside of the document? How it works the funding program, how much funding is available, who can be beneficiary, times...
- If a Spanish person read the Spanish funding program, it is very easy for him/her, but if he/she try to see what funding programs are available in Germany (for instance), it is very difficult to follow. So, we need to make a document very very easy to understand by other people from other countries and with other languages. Then, let's do it simple and very complete. JTI stuff wants to have this document as a reference document, so it is very important document.

ULM needs the improved document as soon as possible, so coordinator will send now, the improved Italian part.

A7: FHA to check and then send the improved Italian part to ULM.

A8: FSV, ULM, JRC, UNIDO, ALBI, CPI to improve their parts (task 1.3) and then send it to ULM.

Status WP2 (ALBI)

The next action of the work package 2 is the task 2.1. It's beginning on September and consists of the gap and needs analysis. We have to contact stakeholders who can share their experience on the subject. The idea is to select 3 or 4 relevant entities among the contacts found in task 2.2 and to send them a detailed questionnaire. Because of the few number of entities selected, it is possible to spend more time with each.

Task 2.2 needs the results from the WP1.

A9: WP1 Leader (FSV) to send the results of the WP1 to ALBI

A10: WP1 Leader (FSV) to send the results of the task 1.2 to ALBI

A11: ALBI to write a document with the manage plan detailed, and then send it and comment with the partners involved.

If we consider that 4 persons interviewed is not enough, we can have more entities involved. Among those entities we should find one industry which work with technicians and one university or educational center that intervene in the formation for hydrogen and fuel cells.

The questionnaire will be elaborated during august and submitted to the participants of the task. All opinions on the manage plan are welcomed.

For the task 2.2 the template is written by Alessandro, it should be ready very soon. We keep contact with skype more often.

A12: ENVI to write the task 2.2 template.

A13: ALBI to set a date for a teleconference for task 2.2

A14: ENVI to develop the task 2.2 template and then share it.

It is very important to have clear the objective before to develop the template.

Status dissemination plan (FAST)

What have we done: EUSEW, Hannover, ICH2P, EP hearing on youth employment

Partner contribution to the website:

Important to provide some very general documents on the website that can insert general information on Hydrogen and Fuel cells

For students link to the summer schools that we are aware of:

- Educational links from HyRaMP
- TrainHy summer school, and HyFACTs training to be added to news

Contacts:

- i. Created a contact database
 1. EU, LLL, DG education etc
 2. Universities, technical schools
 3. Industry, SMEs
 4. National Agencies for LLL
 5. European associations, Strategic Partnerships
- ii. May request partner contribution to contacts of technical schools in each country
- iii. Will share the database with WP2

Events:

- i. Continue contact with strategic partnerships for events

Workshops:

ii. H2 events are in months:

1. Hannover-April, EUSEW- April, Fcell -September, WHTC- September,
2. Target Audience are those dealing with education of innovative technologies, technical schools,
3. To be presented at workshop: GAP analysis: mission is to validate what we have as results
 - a. What hydrogen and fuel cell industry will need in the future as trained workforce and what the current projects offer now, and what the educational system offers now.
 - b. How much money we need now to cover the GAP, effort, changes and

Is Educational system or Industry the target Audience?

The first workshop will be after deliverable “Gap Analysis”, and a good opportunity could be the next Hannover Fair.

A15: FAST to propose a dissemination plan

A16: FAST to propose a date and format of the project presentation.

A17: FAST and UNIDO-ICHET to propose a detailed plan and objective for the workshop.

General novelties (FHA)

1. The abstract that we sent to the European Fuel Cell Congress was accepted. Now, next steps are:
 - two-paper extended abstract (September)
 - final paper (November)

A18: FHA to develop the extended abstract with the project results.

A19: FHA to develop the final paper and send it to the European Fuel Cell Congress.

2. The other new is that we have to be in the PROGRAMME REVIEW DAYS, organized by the JTI next November. In this event we have to inform about the HyPROFESSIONALS project results. We have to send

the presentation before 16 September.

A20: FHA to develop the PROGRAMME REVIEW DAYS presentation.

A21: FHA to attempt in the PROGRAMME REVIEW DAYS.

Abstract Accepted (European Fuel Cell Congress)

Congratulations **JOAQUIN MORA LARRAMONA**

The abstract you have submitted to EFC11 has been accepted.

Your abstract information is as follows:

Track: **Policy and Cross-cutting Issues on Fuel Cells**

Abstract Number: **EFC11029**

Your Abstract Number is unique and should be included on your final extended abstract. Please refer to this number for easy tracking when making any conference inquiries.

Title: **HYPROFESSIONALS PROJECT: Development of educational programmes and training initiatives related to hydrogen technologies and fuel cells in Europe.**

You will now need to submit a draft two-page extended abstract for a complete technical review.

These drafts should be submitted to the EFC11 web site within **September 1st, 2011**.

JTI: review days

Dear Project Coordinator,

With reference to previous messages, we are pleased to invite you to the FCH JU Programme review day which will take place on **November 22, 2011** from 8.30 to 18.30 in the Charlemagne building in Brussels, 170 rue de la Loi as well as to the networking dinner which will follow.

This 'Programme Review day' will be organised as the first part of the Fuel Cells and Hydrogen Joint Undertaking' 4th Stakeholders General Assembly and has the objective to

assess the progress of the programme funded by the FCH JU, notably in relation to the targets of its Multi-annual Implementation Plan (MAIP), annual implementation plans as well as in relation to international developments in the field. This exercise, which is planned to be conducted every year, will be particularly relevant to assess the progress of the portfolio of projects but also to define the next Annual Implementation Plans of the FCH JU. It will also offer an excellent visibility platform for projects and technological developments in the sector in addition to networking opportunities for project participants.

The review will be organised by the FCH JU Programme Office with the assistance of independent experts from the scientific committee, JRC, national and international organisations, and will be moderated by FCH JU project managers and eventually some industry and research working group leaders. The agenda for the day will be organised in parallel sessions divided per different topic and/or application areas. A detailed agenda will be sent to you in due course.

The outcome of the day will be reported to the Stakeholders General assembly the next day by the Chair of the Scientific Committee and is expected to feed its debates and exchanges.

Finally it should result in the publication of a consolidated report to be made available also on the FCH JU website (<http://www.fch-ju.eu>).

Participation to this Programme Review Day is mandatory and therefore, you will be able to charge expenses incurred by your participation at this event to the project budget. For practical reasons we suggest the participation of two persons maximum per consortium. We also highly recommend the participation of some projects which will be finished at that time and are planning in that respect to cover their travel and accommodation expenses.

You will be able to register your participation, beginning of September, on FCH JU web site. Please note that no registrations fees will be charged.

You will find attached to this message the template to be used for the project presentations and we kindly ask you to send your presentation to REVIEW2011@fch.europa.eu **by 16 September 2011 at the latest**. Please note that all presentations need to be sent to reviewers **by 1 October 2011**.

ACTIONS PENDING	RESPONSIBLE	DEADLINE
A1: ULM, UNIDO, FAST, CPI, AP, JRC to send a firm Quality Committee proposal to coordinator	ULM, UNIDO, FAST, CPI, AP, JRC	N/A
A2: ULM to share the IPR framework with all partners.	ULM	N/A
A3: FSV, UNIDO, CPI, JRC to complete the January-to-June list and send it to the coordinator.	FSV, UNIDO, CPI, JRC	29/07/2011
A4: All partners to complete the list of indicators (July-August) and send it to the coordinator before next teleconferences.	ALL	31/08/2011
A5: FSV to send the 1.1 deliverable to coordinator.	FSV	22/07/2011
A6: ULM to set a date for the teleconference to solve doubts (task 1.1 and 1.3) and to prepare next task (1.2).	ULM	31/07/2011
A7: FHA to check and then send the improved Italian part to ULM.	FHA	21/07/2011
A8: FSV, ULM, JRC, UNIDO, ALBI, CPI to improve their parts (task 1.3) and then send it to ULM.	FSV, ULM, JRC, UNIDO, ALBI, CPI	12/08/2011
A9: WP1 Leader (FSV) to send the results of the WP1 to ALBI	FSV	31/08/2011
A10: WP1 Leader (FSV) to send the results of the task 1.2 to ALBI (September)	ALBI	30/09/2011
A11: ALBI to write a document with the manage plan detailed, and then send it and comment with the partners involved.	ALBI	29/07/2011
A12: ENVI to write the task 2.2 template.	ENVI	31/07/2011
A13: ALBI to set a date for a teleconference for task 2.2	ALBI	22/07/2011
A14: ENVI to develop the task 2.2 template and then share it.	ENVI	31/08/2011
A15: FAST to propose a dissemination plan	FAST	29/07/2011

ACTIONS PENDING	RESPONSIBLE	DEADLINE
A16: FAST to propose a date and format of the project presentation.	FAST	N/A
A17: FAST and UNIDO-ICHET to propose a detailed plan and objective for the workshop.	FAST and UNIDO	N/A
A18: FHA to develop the extended abstract with the project results.	FHA	26/08/2011
A19: FHA to develop the final paper and send it to the European Fuel Cell Congress.	FHA	18/11/2011
A20: FHA to develop the PROGRAMME REVIEW DAYS presentation.	FHA	09/09/2011
A21: FHA to attempt in the PROGRAMME REVIEW DAYS.	FHA	22/11/2011
Date and place for next meeting: to be defined (every two months)	Checked: Date:22/07/2011	
CC: All partners.		