Agenda: Tokamak Exploitation Project Board Meeting N01

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| ***Date/Time***17 June 202113h00-18h00 (CET)  | ***Location***Zoom |
| ***Chairs:***Tony Donné (Project Manager)***Board Members:***Ludovic Allegretti (CEA); Andrea Murari (01-RFX); Stefano Coda (EPFL); Arne Kallenbach (MPG); James Harrison (UKAEA); Mihaela Ionescu-Bujor (KIT); Kristel Crombe (LPP-ERM-KMS); Marco Cecconello (02-UU); Markus Airila (VTT); Wolfgang Biel (FZJ); Christos Tsironis (NCSRD)***Invitees:*****PMU:** Volker Naulin (Head of FSD), Sara Moradi (WPTE & WPW7-X Coordinator) [[1]](#footnote-1); Emilia Genangeli (Head of Admin Dep.); Fabio Vinagre (Head of PMO); Denis Kalupin (WPAC & ENRs Coordinator); Joao Figuereido (WPSA & WPPrIO Coordinator)**WPTE:** Marco Wischmeier (Task Force Leader); Emmanuel Joffrin (Task Force Leader); Emmanuelle Tsitrone (Deputy Task Force Leader); Antti Hakola (Deputy Task Force Leader); Benoit Labit (Deputy Task Force Leader); Nicola Vianello (Deputy Task Force Leader); **WPPrIO:** Xavier Litaudon (Project Leader); Gloria Falchetto (Project Support Officer)**WPSA:** Carlo Sozzi (Project Leader); Alessandra Di Bastiano (Project Support Officer)**ITER IO:** Alberto Loarte |
| ***Remote info:***Join Zoom Meeting [https://us02web.zoom.us/j/87046629144?pwd=Z2oyOHBwT3NkaHFRUDNzd1BkSVhiZz09](https://owarpc.euro-fusion.org/owa/redir.aspx?C=0kK5N7Sx0F8hljkMkmQcPuJcSh6Ewr43mGHdS0zRYAICGls6QSDZCA..&URL=https%3a%2f%2fus02web.zoom.us%2fj%2f87046629144%3fpwd%3dZ2oyOHBwT3NkaHFRUDNzd1BkSVhiZz09) Meeting ID: 870 4662 9144 Passcode: 935394  |
| ***Links to documents:***WPTE Project Execution Plan (PEP): <https://idm.euro-fusion.org/?uid=2NDN22>WPPrIO Project Execution Plan (PEP): <https://idm.euro-fusion.org/?uid=2PM877>WPSA Project Execution Plan (PEP): <https://idm.euro-fusion.org/?uid=2PLTCB>ENR Project Execution Plans (PEPs): <https://idm.euro-fusion.org/?uid=2PBJ7R>Horizon Europe EUROfusion Consortium Agreement (GA approved draft): <https://idm.euro-fusion.org/?uid=2NZTCW>Annual Work Plan 2021 (GA approved draft): <https://idm.euro-fusion.org/?uid=2PERLF>Project Board’s directory: <https://idm.euro-fusion.org/?uid=2P4XSZ>INDICO: <https://indico.euro-fusion.org/event/1111/> |

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| 13.00 — 13.10**(10’)** | **Introduction**Tony Donné, EUROfusion Project Manager  |
| 13.10 — 13.30**(20’)** | **Round the table introduction of Members of the Board &****Project Board’s duties and responsibilities (ToR)** Volker Naulin, Head of FSD  |
| 13.30 — 14.50**(80’)**1. 20’ + 20’ disc.
2. 10’ + 10’ disc.
3. 10’ + 5’ disc.
4. 5’
 | **a) WPTE organization & Project Execution Plan (PEP)** Emmanuel Joffrin‎ & Marco Wischmeier, WPTE Task force Leaders**b) Financial Overview**Emilia Genangeli, Head of Admin department**c) Project Change Requests (PCRs)**‎ Marco Wischmeier & Emmanuel Joffrin, WPTE Task force Leaders**d) Approval of PEP**Tony Donné, EUROfusion Project Manager  |
| 14.50 — 14.55**(5’)** | **Break** |
| 14.55 — 16.05**(70’)**1. 15’ + 15’ disc.
2. 10’ + 10’ disc.
3. 10’ + 5’ disc.
4. 5’
 | **a) WPPrIO organization & Project Execution Plan (PEP)** Xavier Litaudon‎, WPPrIO Project Leader**b) Financial Overview**Emilia Genangeli, Head of Admin department**c) Project Change Requests (PCRs)**Xavier Litaudon‎, WPPrIO Project Leader**d) Approval of PEP**Tony Donné, EUROfusion Project Manager  |
| 16.05 — 16.10**(5’)** | **Break** |
| 16.10 — 17.20**(70’)**1. 15’ + 15’ disc.
2. 10’ + 10’ disc.
3. 10’ + 5’ disc.
4. 5’
 | **a) WPSA organization & Project Execution Plan (PEP)** Carlo Sozzi‎, WPSA Project Leader**b) Financial Overview**Emilia Genangeli, Head of Admin department**c) Project Change Requests (PCRs)**Carlo Sozzi‎, WPSA Project Leader**d) Approval of PEP**Tony Donné, EUROfusion Project Manager  |
| 17:20 — 17.30**(10’)**1. 5’
2. 5’
 | 1. **ENR organization**

Denis Kalupin (PMU Coordinator for ENR)**b) Financial Overview**Emilia Genangeli, Head of Admin department  |
| 17:30 — 18.00**(30’)** | **AOB & Closing** * Project Board Process – Members views on the meeting structure & pre meeting preparations,
* Next meeting date and time
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1. Prepares and distributes the minutes of the meeting. [↑](#footnote-ref-1)