Agenda: Tokamak Exploitation Project Board Meeting N01

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| ***Date/Time***  17 June 2021  13h00-18h00 (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 |

1. Prepares and distributes the minutes of the meeting. [↑](#footnote-ref-1)