

Actions from the Board-PCT meeting (4-5 October 2007)

Reference	Delivery Date	Partner in charge	Description
BOARD/PCT-WP1-A1	November 2007	M. Depretz	Creation of the Board, PCT, IST and TEG mailing lists
BOARD/PCT-WP1-A2			REPORTING
BOARD/PCT-WP1-A2.1	November 2007	M. Depretz	Send detailed e-mails to Board members and WP leads with instructions to manage the production of periodic activity and management reports
BOARD/PCT-WP1-A2.2	23 November 2007	Board members	Provide information for the management report
BOARD/PCT-WP1-A2.3	9 November 2007	PCT members	Provide information for the activity report
BOARD/PCT-WP1-A3	30 November 2007	CNRS and ESA	Prepare the paperwork necessary for an official notification to EC of change of ESA's "authorized contact person / Team leader"
BOARD/PCT-WP1-A4			CENSUS QUESTIONNAIRE
BOARD/PCT-WP1-A4.1	15 October 2007	M. Depretz	Provide the new version of the Census questionnaire
BOARD/PCT-WP1-A4.2	5 November 2007	All partners	Ask one national data centre to test the Census questionnaire, provide comments and indicate the time needed to answer each questionnaire
BOARD/PCT-WP1-A5	31 October 2007	F. Genova	Contact partners to inform them of the present situation of the Consortium Agreement and ask for agreement on the next steps of the procedure
BOARD/PCT-WP2-A1	30 November 2007	All partners	Identify projects important for their national communities to be added to the EuroVO-SAC list
BOARD/PCT-WP2-A2	30 November 2007	All partners	Check if the partners expect to spend the money on time and inform the Project Coordinator
BOARD/PCT-WP2-A3	15 December 20078	F. Genova	Propose to the EuroVO-AIDA Board to invite EuroVO-DCA Board members not represented in the EuroVO-AIDA Board, to attend the EuroVO-AIDA kick-off meeting
BOARD/PCT-WP3-A1	15 December 20078	All partners	Take a look at the cross-match between the June 2007 Workshop participants and the Census and check participants
BOARD/PCT-WP3-A2	15 January 2008	All partners	Gather requirements from national communities for the June 2008 Workshop
BOARD/PCT-WP3-A3	15 December 20078	WP3-2	Update technical Euro-VO pages on software
BOARD/PCT-WP3-A4			FOCUSED TECHNICAL WORKSHOP
BOARD/PCT-WP3-A4.1	15 November 2007	J. Tedds	Provide the list of potential participants to ESA, ESO and CNRS
BOARD/PCT-WP3-A4.2	30 November 2007	F. Genova	Investigate the interest of the French community for a specific focussed Workshop
BOARD/PCT-WP4-A1	25 November 2007	CNRS, MPG, INAF	Check availability respectively in Paris, Munich and Trieste for the common WP4 and WP5 Workshop
BOARD/PCT-WP5-A1	End December 2007	G. Taffoni	Inform DCA partners of the results of the first EGEE III meeting
BOARD/PCT-WP5-A2	End December 2007	G. Taffoni	Provide information about the WP5 Workshop aims and content to the partners
BOARD/PCT-WP5-A2	15 December 20078	All partners	Advertise the WP5 Workshop to the national communities to identify potential participants

On-going actions from previous meetings

Reference	Delivery Date	Partner in charge	Description
BOARD1-WP1-A12	End of cycle 1	All partners	Contact your administrative authorities to identify the information needed by your local audit authorities
BOARD1-WP1-A13	All project duration	All partners	Keep the PM (MD) informed of all relevant information (workshops, visits, national events, etc.)
BOARD1-WP3-A2	End of cycle 1	ESA&ESO	Identify contact persons from project entities (e.g. Planck, ALMA & RadioNet)

Reference	Delivery Date	Partner in charge	Description
PCT1-WP1-A2.1	Fall Board meeting	EuroVO-DCA Board	Assess the case for potential re-allocation of DCA funds between travels and personnel inside the partners' budget for the mid-term project contractual activity report (D15)
PCT1-WP1-A4.2	June 1 st , 2007	All partners	Provide the list of DCA presentations to conferences/meetings of other EC-funded projects and other DCA related talks
PCT1-WP1-A4.3	June 1 st , 2007	All partners	Inform the PM (MD) of all technical visits you have organised (see also action PCT1-WP3-A1.4)
PCT1-WP1-A4.4	July 2007	M.Depretz	Create a "communication package" (brochure, poster, elements for talks) for communication about the DCA project
PCT1-WP2-A1	All project duration	All partners	Provide M.Allen or any other IST member with examples, science cases and tutorials of scientific interest
PCT1-WP2-A2.4	December 2007	F.Genova	Using the census, inform EC, GEANT and NRENs about the location of DCA Data Centres in liaison with possible connectivity needs
PCT1-WP3-A1.1	June 1 st , 2007	C.Arviset	Revise the table about "on site support" given in the Preliminary Project Plan (D2)
PCT1-WP3-A1.4	End of June 2007	C.Arviset	Create a Web Page about WP3 technical visits, to be filled by all partners
PCT1-WP3-A2.4	End of June 2007	C.Arviset	Create a "Need support to publish your data?" webpage on which Data Centres needing support can log on and get information