

LIGHT-TPS

*Super Light-Weight thermal
protection system for space
application*

FP7-SPACE-2013-1

GA N° 607182

Kick-off Meeting

28-29 May 2014



**Project Coordinator: María Parco
TECNALIA**

WP6. Technical coordination and risk management

Time schedule

WP/Task Title	First project year												Second project year												Third project year											
	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31	32	33	34	35	36
WP6																																				
Task 6.1 Planning and Scheduling																																				
Task 6.2 Reporting organization																																				
Task 6.3 Monitoring, control & quality management, incl. CA management																																				
Task 6.4 Monitoring and control of ethical issues																																				

WP6. Technical coordination and risk management

Objectives:

The objective of this WP is to coordinate the activities of the **Workpackage Leadership Team (WLT)** in charge of the scientific coordination of the different project WPs. The overall goal is to attain all project objectives in time and with maximal quality. This will be achieved through pursuing the following objectives:

- to **ensure timely and qualitative achievement of project objectives** through effective scientific and technical coordination of different tasks and activities in the project;
- to **establish and maintain efficient and transparent internal communication procedures and infrastructure** in order support the information/knowledge circulation between the project partners, management and schedule maintenance;
- to **implement the efficient quality control mechanism** in order to ensure a high quality of the project results; to enable **early identification of potential risks and conflict situation** with the aim to take preventive/corrective measures.

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Task 6.1 Planning and Scheduling [TECNALIA, All] [Months: 1-36]

The objective is to provide actual and accurate planning for all project activities that need to be carried out. Activities to be performed in this task are:

- Detail/maintain the implementation plan
- Collect inputs and needs for changes
- Define and check consequences according to budget, scheduling and objectives
- Communicate and if necessary arrange meetings with WP leaders/other stakeholders
- Prepare updated plans for final approval by the WLT
- Communicate updated plans to the consortium

Deliverables:

D6.1: Project implementation plan [M3, TECNALIA]

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Task 6.2 Reporting organization [Leader TECNALIA, All] [Months: 1-36]

The objective is to establish a clear reporting structure and processes for the whole project. Activities to be performed in this task are:

- Provide templates for the reporting instances to all concerned participants
- Maintain a document repository for incremental reporting
- Elaborate periodic internal reports which should set the basis for the completion of the official Periodic Reports in WP7.

Deliverables:

- D6.2:** Internal progress report 1 [M6, TECNALIA]
D6.3: Internal progress report 2 [M12, TECNALIA]
D6.4: Internal progress report 3 [M24, TECNALIA]
D6.5: Internal progress report 4 [M30, TECNALIA]

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Task 6.3 Monitoring, control & quality management [Leader ECM, TECNALIA, All] [Months: 1-36]

The objective is to monitor and control plans, which have been approved. Work progress control will be done on WP level by measuring resources and cost. (resp. TECNALIA/ECM):

- Progress control
- Checking schedules and milestones
- Setting up and implementation of the internal reviewing procedure
- Assessment of Deliverables
- Risk Management

Regular progress meetings of the Workpackage Leadership Team (WLT):

Frequency: every 6 month, physically.

Attendees: Coordinator, WP leaders

WP leaders will follow-up the progress of their respective WPs on a monthly basis via phone & mail with the partners → Assess the need to organize progress meetings (physically or via audio conference) every 3 month.

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Task 6.3 Monitoring, control & quality management [Leader ECM, TECNALIA, All]
[Months: 1-36]

Deliverables:

- D6.6:** Minutes of M6 progress meeting – WPL Meeting [M6, TECNALIA]
- D6.7:** Quality Management Plan [M6, ECM]
- D6.8:** Minutes of M18 progress meeting - WPL Meeting [M18, TECNALIA]
- D6.9:** Minutes of M30 progress meeting – WPL Meeting [M30, TECNALIA]

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Task 6.4 Monitoring and control of ethical issues [Leader TECNALIA, All partners] [Months: 1-36]

While the research in LIGHT-TPS is generic, some of the resulting technologies may have dual use implications. The objective is to ensure compliance of the project's activities and results with the applicable EU and member state legislation on export of dual-use technology:

- Establishment of an Ethics Board (EB): The EB will monitor the ethical aspects and ensure timely identification and mitigation of related risks (Meetings coordinated with the Project Coordination Committee meetings, yearly)
Reports to be included in the periodical 6-month reports.
It is the responsibility of each Beneficiary to identify the eventual need for permits or other kind of registration relating to dual use items (as identified in the EU Regulation 388/2012) → Critical for Ukrainian beneficiaries (STCU's export privileges).
 - Dissemination control strategy (management of confidential information)
- D6.10:** Report on applications for export authorization. Report describing possible applications for export authorization submitted by Ukrainian partners. [M4, TECNALIA]

Internal experts on dual use technology in LIGHT-TPS (EB)

Organisations	Contact person	Position in the organization
TECNALIA	Jesús Marcos Olaya	Market development director for Strategic Initiatives
YUZHNOYE	Sergey Kutovoy	Head of the Division for International Cooperation
ECM	Andrey Girenko	Consultant

Preliminary list of technologies for which export control compliance actions may be required

Technology	Technology owner	Status	Action
Heat-resistant crude bars on basis of Ni-Cr or Nb for rolling by sub-contractor in EU	IPMS	Identified as potentially requiring an export permit under category 1C002b / c	Apply for export permit
Heat-resistant components on the basis of Ni-Cr or Nb, with and without UHTC coatings, fulfilling the requirements for TPS	IPMS, IEW	Identified as potentially requiring an export permit under category 1C002 b / c	Apply for export permit
UHTC components	IPMS	Identified as potentially requiring an export permit under category 1C007 OR category 9E101	Apply for export permit
TPS prototypes and/or modules fulfilling the requirements for TPS	YUZHNOYE	Identified as potentially requiring an export permit under category 9E101	Apply for export permit

Thank for your attention!

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