


European Cooperation in the field of Scientific and Technical Research

Building Integration of Solar Thermal Systems – TU1205 – BISTS

Meeting of the Management Committee & Working Groups of COST Action TU1205

“Building Integration of Solar Thermal Systems (BISTS)”

Soteris Kalogirou Action Chair



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Management Committee meeting

- Welcome to participants
- Adoption of agenda
- Minutes of Dublin meeting (Dublin, June 2013)
- Report from the COST Office
 - News from the COST Office
 - Status of Action, including participating countries
 - Budget status, budget planning and allocation process
 - Non-COST countries
- Critical managerial issues
- Progress report of working groups
- STSM status, planning of activities
- Publications, dissemination and outreach activities
- Web news
- AOB



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Welcome to participants

- Warm welcome to all.
- All invited but only MC Members have voting right.
- Warm welcome also to new participants.
- COST is based on willingness to contribute.
- No research is funded but networking activities as will be explained subsequently.
- Welcome by the rector of CUT, Professor Elpida Keravnou.
- SAFETY issues.
- Presentation of delegations.
- Poster session – new participants (following this presentation).



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Report from the COST Office

- Thierry Goger, Science officer resignation – no news yet about replacement.
- New version of COST Vademecum applied from June 28
- Main changes:
 - Made simpler and more user friendly
 - Meetings organisation has been completely re-organised to simplify understanding
 - LOS 20 Eur/person/day signed – simplification of the process
 - Training schools – changes in the eligibility for reimbursement of trainers
 - STSM the process for Grant Holder and applicants is simplified.



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New release of e-COST

- Applicable together with new Vademecum on 28 June 2013.
 - Changed to reflect new rules
- On-line Travel Reimbursement Request (OTRR)
 - Re-organisation of expenses (simpler)
- LOS procedure simplified.
- Training schools
 - Improvement of OTRR for trainers and trainees
- STSM
 - Simplification of the process for STSM applicants

Status of the Action

- Status of Action, including participating countries:
 - 20 COST countries participating (next slide)
 - 28 MC members
 - From now on new countries participation will need MC decision
- Non-COST countries:
 - Two non-COST countries participating
 - USA (James Russell-Appalachian State University) and
 - Canada (Andreas Athienites-Concordia University) - presentation.



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European Science Foundation


Facts

Action details

MoU	TU1205-MoU
CSO Approval date	21/11/2012
Start of Action	05/04/2013
End of Action	04/04/2017
End of prolongation	-


Participations


Country	Date	Status
▶ Austria	14/07/2013	Confirmed
▶ Belgium	17/01/2013	Confirmed
▶ Bulgaria	10/06/2013	Confirmed
▶ Cyprus	30/11/2012	Confirmed
▶ Denmark	01/02/2013	Confirmed
▶ France	23/01/2013	Confirmed
▶ Germany	17/01/2013	Confirmed
▶ Greece	04/02/2013	Confirmed
▶ Ireland	14/12/2012	Confirmed
▶ Israel	29/10/2013	Confirmed
▶ Italy	29/08/2013	Confirmed
▶ Lithuania	03/07/2013	Confirmed
▶ Malta	05/04/2013	Confirmed
▶ Netherlands	18/02/2013	Confirmed
▶ Poland	03/01/2013	Confirmed
▶ Portugal	11/01/2013	Confirmed
▶ Serbia	20/12/2012	Confirmed
▶ Spain	07/12/2012	Confirmed
▶ Turkey	10/04/2013	Confirmed
▶ United Kingdom	29/11/2012	Confirmed
Total: 20		



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Budget status, budget planning and allocation process


- First year budget 129,000 Eur – 1st installment received (83,850 Eur – 65%).
- Allocated for first meeting 30,150 Eur (paid 32,337 Eur)
- Total for meetings 97,090 Eur.
- Training schools (first year) = 0 Eur
- STSM (first year) = 10,800 Eur (6).



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Meetings


- First meeting – Dublin (June 2013)
- SG meeting – Brussels (November 2013)
- Second meeting – Limassol (December 2013)
- Third meeting – Corsica (April 2014)
 - According to budget remaining may not all WG members be invited in third meeting.
 - May need to define max. number and ask local MC members to indicate persons to invite.



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What is COST?


COST within the European Research Area (ERA)

- Enhance research progress through creation of new international networks.
- Connect scientists with policy-makers, governmental + regulatory bodies.
- Foster innovation through technology transfer (academia, spin-offs, industry)
- Build capacity through inclusive participation (trans-disciplinary).



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COST Countries



- The 28 EU Member States
- EU Acceding & Candidate Countries
 - ▶ Former Yugoslav Republic of Macedonia
 - ▶ Iceland
 - ▶ Republic of Serbia
 - ▶ Turkey
- Other Countries
 - ▶ Bosnia and Herzegovina
 - ▶ Norway
 - ▶ Switzerland
- COST Cooperating States
 - ▶ Israel

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COST Networking Tools


- Science management meetings (MC + WG)
- Local Organiser Support (e.g. “Room rental”, photocopies, etc.)
- Short Term Scientific Missions (STSMs)
- Training Schools
- Dissemination (Conferences, Symposiums etc.)

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Complementarities FP/COST

- Dissemination of research projects
- Synergy between research projects
 - Annual Progress Conference (Only Chairman: Rijeka 3-4 July)
- Development of new ideas and proposals to FP
 - 40 % of COST_TUD Actions submit an FP Proposal
- Networks of Excellence
- Joint Technology Initiatives (JTIs/PPPs)
- Organisation of workshops
 - Shaping Cities for the New Challenges [Vienna, 14-15/03].



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Critical managerial issues

- Emphasis on managerial issues concerning payments.
- Reimbursement procedures
 - Simple but strict procedures
 - Read rules and guidelines carefully
 - Do not assume anything
 - Be careful to avoid problems
 - All payments will be carried out simultaneously, so the sooner will complete the missing items the sooner all participants will get paid.



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Procedures:


- Proof of participation is the attendance list.
→ Make sure you sign this list both days.
- Reimbursement claims with original signature will be collected and checked by Mr. Charalambos Tsioutis.
- Any missing documents (tickets) should be scanned and sent to Mr. Tsioutis the soonest after you return home.
- Email: Charalambos.tsioutis@cut.ac.cy



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Hotel and Meals


- Accommodation: Flat rate=max 120 EUR/night
 - 80 EUR for this meeting (MC decision)
- Maximum nights = days attended + 1 (night before)
- Meals (lunch and dinner): Flat rate=20 EUR per meal (unless meals are provided)
- This meeting 2 lunches + 2 dinner will be arranged by local partner
 - Each pay 10 EUR (claim 20 EUR – 1 meal).



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Travel


- Plane: Economy ticket – Max 1200EUR per air ticket. Full itinerary + Receipt or e-ticket.
 - No boarding passes required. Proof of presence is the signed attendance list
- Trains/Bus: Always shortest and most economical route – First class allowed.
- Car: Shortest route, max 2000 km – Flat rate 0.20EUR/km. Provide proof of distance (Google map)
- For any deviation ask approval before the meeting.



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Local Travel


- Local transport: train, bus, metro etc.
 - If < 25 EUR no receipts
 - If >25 EUR receipts are required.
- Taxi:
 - Only when no public transport is available.
 - Early departure (before 7.00 am)
 - Late arrival (after 22.00 pm)
 - Max. 40 EUR per leg



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Address for posting TRR


- Mr. Charalambos Tsioutis
- P. O. Box 50329
- 3603 Limassol
- Cyprus
- → Don't forget to create a user **profile** in e-cost otherwise you will not get reimbursed



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MC decision


- Asked from time to time according to COST rules.
 - Only MC members are asked.
- Usually needs to be done quickly.
- Although a deadline is usually given better reply to have a majority vote.
- Unless you disagree just reply saying “agree”.
- Now need MC decision to increase bank charges amount in budget from 610 to 1500 Eur..... (just for the first meeting we spent 658 Eur).



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New documents to create


- Document with expertise and infrastructure
 - Some already send info – most didn't
- Document to declare projects submitted/organised based on the Action.
 - New PhDs
 - New local funded research
 - New FP7 proposals, etc.



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Progress report of working groups

- Just to remind deliverables for the month 12 (according to MoU):
 - D.1.1. Review of current STS and identification of problems associate with their building integration. This review will also be submitted as a joint partner publication in a peer reviewed journal: **Werner, Aleksandra**
 - D.1.2. Annual STSM on BISTS development and characterisation.
 - D.2.1. Review of current STS modelling techniques. This review will also be submitted as a joint partner publication in a peer reviewed journal.
 - D.2.2. Annual STSM on theoretical modelling and numerical simulation of thermal behaviour of BISTS
 - D.3.1. Review of current STS and the suitability of integration onto building structures for domestic, commercial and industrial buildings: **Aggelos, Manolis, Christoph, Inigo, Jasna**
 - D.3.2. Annual STSM on design, fabrication and characterisation of innovative integrated STS/ RES.



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Short Term Scientific Missions (STSM)


- Duration 5 days to 3 months (max. 6 month for ESR)
- Overall cost:
 - Max 2500 EUR for STSM up to 3 months
 - Max 3500 EUR over 3 months (ESR)
- Calculation based:
 - Daily allowance: 60-90 EUR
 - Travel: 300 EUR



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In our Action:

- 6 STSM are planned for first year.
- Total Budget 10,800 EUR (1800/stsm).
- Use STSM almost exclusively to prepare Action deliverables.
- Any applications to STSM manager first.
- Get MC approval.
- Then application should proceed through the e-cost system.



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Publications, dissemination and outreach activities


- These will be discussed in following sessions.
- ESR contest for **Action Logo**.
 - Suggestions were sent to Yiannis Tripanagnostopoulos
 - Requirement: Should be simple and descriptive
 - All suggestions will be presented to MC members to vote for final decision.



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We need to choose one....




1



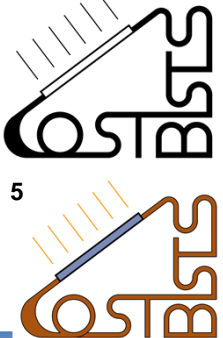
2



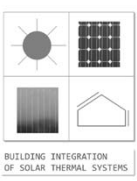
3




4




5



6




7




8

Laura Aelenei, UNEG



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Web Page

- 1. COST official web page
 - http://http://www.cost.eu/domains_actions/tud/Actions/TU1205
- 2. Action web page
 - Web site: <http://www.tu1205-bists.eu/>
 - Password: cost 1234!
 - Need photo of each participant and logo of each institution (have most of them except for new members)
 - Photo session – end of the day (during breaks)
- Any documents should be sent to Mr. Costas Christofi. Email: c.christofi@cut.ac.cy



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Structure of the Action


- **Action Chair:** Soteris Kalogirou
- **Action Vice Chair:** Mervyn Smyth
- **WG1 Leader:** Werner Platzer (Dep. Aleksandra Krstic)
- **WG2 Leader:** Daniel Chemisana (Dep. Alberto Coronas)
- **WG3 Leader:** Aggelos Zacharopoulos (Dep. Manolis Souliotes)
- **WG4 Leader:** Brian Norton/David Kennedy (Dep. Ina Colombo)
- **STSM Manager:** Gilles Notton
- **Steering Group (SG):** Action Chair, Vice-Chair and WG leaders.



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Closing – rest of meeting – day 1


- Coffee break (10.00-10.30)
- Poster session to present groups expertise (10.30-11.30)
- Special presentation – on site testing of BISTS (all) (11.30-12.00)
- Presentation of templates – BISTS examples (all) (12.00-13.00)
- Lunch (13.00-14.00)
- WG (1-3) parallel sessions –general description (14.00-16.00)
- Coffee break (16.00-16.30)
- Taxonomy + WG4-dessemination (all) (16.30-18.00)


- Official dinner (20.00 – Cyprus night)



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Closing – rest of meeting – day 2


- WG (1-3) Parallel session - Planning of work to be done – Deliverables (9.00-10.00)
- Coffee break (10.00-10.30)
- Group session (all)-Group discussion on status of WG plan for deliverables and inter workgroup deliverables (10.30-11.30)
- Management Committee meeting (all) – planning of next meeting and activities (11.30-12.30)
- 12:30 – 14:00: Lunch
- **14.00-15.45** Visit to CUT laboratories – solar heating and cooling system
- **16.00-17.30** Mini-Industry Workshop (all present).
- 18.00 Removal of posters
- 20.00 Dinner



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Day 3 (optional)

- Complementary excursion to Pafos archaeological site
– indicate intention to participate to Costas christofi.
- Buses will depart at 9.30 am exact (front of hotel).
- Visit includes:
 - Archaeological site (10.30-12.30)
 - Old harbour (12.30-14.30)
 - Departure 14.30
 - On the way back – short visit to Venus birth site
 - Return to hotel ~16.00



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Sponsors

- The excursion is sponsored by the Cyprus Tourist Organisation (CTO).



Cyprus
in your heart

- A short film follows.....[click](#)



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