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**Building Integration of Solar Thermal Systems – TU1205 – BISTS**

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


## 4 September 2014-Freiburg

### “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 Corsica meeting (Ajaccio, Corsica, March 2014)
- 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.
- SAFETY issues.
- Presentation of new delegations/partners.
- Welcome from Werner Platzer, Fraunhofer-Institut für Solare Energiesysteme ISE



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## Report from the COST Office


- COST is now transferred from FP7 to H2020.
- New Science Officer for Transport and Urban Development (TUD) domain at the COST office
  - **Dr. Mickael Pero.**
- New version of e-COST system
  - Now full electronic OTRR forms will be used (accepted by Grant Holder).
- Annual Progress Conference – Paris 10-11 April 2014.
  - Excellent comments were received for the progress of the Action-thanks to Luis Braganca.



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## Status of the Action


- Status of Action, including participating countries:
  - 20 COST countries participating (next slide)
  - 30 MC members (+10 substitute 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)
  - Canada (Andreas Athienites-Concordia University)



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## 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
<b>Total: 20</b>		



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## Budget status, budget planning and allocation process

- First year budget 134,000 Eur.
- Main expenses:
  - Total for meetings 97,090 Eur.
  - Training schools (first year) = 0 Eur
  - STSM (first year) = 10,800 Eur (6).
  - Amount carried over next year 7,150 Eur (94.8%)

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## Cost of Meetings-First year

- Allocated for first meeting 30,150 Eur (paid 32,337 Eur)
- SG cost 3810 Eur
- Allocated for second meeting 32640 Eur (paid 30360 Eur)
- Allocated for third meeting 34300 Eur (actual balance: 30583 Eur)

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## Meetings


- **YEAR 1**
- First meeting – Dublin (June 2013)
- SG meeting – Brussels (November 2013)
- Second meeting – Limassol (December 2013)
- Third meeting – Corsica (March 2014)
- **YEAR 2**
- SG meeting Paris (July 2014)
- First meeting – Freiburg (September 2014)




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## Critical managerial issues

- Pay more attention to emails received concerning deadlines (very important).
- Emphasis on managerial issues concerning payments.
  - Make a note and when we are late in paying - send an email (maybe something goes wrong).
- Bring with you signed OTRR forms-simpler (until electronic system is applied-possibly from next meeting).
- Reimbursement procedures
  - 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](mailto:Charalambos.tsioutis@cut.ac.cy)

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## Address for posting TRR


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



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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 (use template).
  - New PhDs
  - New local funded research
  - New FP7/H2020 proposals, etc.
- Very important for the progress of the Action




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## Training School


- First training school took place here (1-3/9)
- We had:
  - 29 students (mostly PhD) – 30 positions were available.
  - 12 trainers
  - Evaluation positive
  - This is an annual event from now on.

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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: **Daniel, Alberto**
  - 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:

- 5 STSM are planned for second year.
- Total Budget 9,000 EUR (1800/stsm).
- Use STSM almost exclusively to prepare Action deliverables.
- Any applications to STSM manager first.
- Then application should proceed through the e-cost system.
- So far – two approved.

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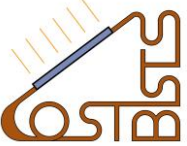



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## Publications, dissemination and outreach activities


- These will be discussed in following sessions.
- First publications due month 12 (April).
  - ONLY WG2 & WG3 deliverables are submitted so far.
  - Unless you contribute you may not be invited in next meetings.
- Contest for **Action Logo**-use on every doc.
- Use templates – available on website (downloads).

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## Handbook publication

- During WREC conference both Elsevier and Springer expressed interest to publish the final handbook of the Action (YR 4).
- Need to have state-of-the-art material.
- Plan it into sections (possibly one per WG) and chapters.
- Too early but need to start discussing contents into WGs.

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## Web Page

- 1. COST official web page
  - [http://http://www.cost.eu/domains\\_actions/tud/Actions/TU1205](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](mailto:c.christofi@cut.ac.cy)



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## New additions in website

- Photos of participants plus affiliation.
- All case studies received so far.
- All Training school material (PDF)
- Photos from previous meetings.
  - Corsica added
    - Corsica Meeting photos
    - Photos from social events
  - Go to [webpage](#)



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## Structure of the Action

- **Action Chair:** Soteris Kalogirou
- **Action Vice Chair:** Mervyn Smyth
- **WG1 Leader:** Werner Platzter (Dep. Aleksandra Krstic)
- **WG2 Leader:** Daniel Chemisana (Dep. Alberto Coronas)
- **WG3 Leader:** Aggelos Zacharopoulos (Dep. Manolis Souliotes)
- **WG4 Leader:** Brian Norton/David Kennedy
- **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 (10.30-11.00)
- Presentation of case studies received and discussion (all) (11.00-12.00)
- Brain storming session – New ideas (all) (12.00-13.00)-coordinated by SG
- Lunch (13.00-14.00)
- WG (1-3) parallel sessions (14.00-16.00)
- Coffee break (16.00-16.30)
- Taxonomy + WG4 - dissemination (all) (16.30-17.30)
- Official dinner (20.00 – German 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 (10.30-12.00)
- Management Committee meeting (all) – planning of next meeting and activities (12.00-13.00)
- 13:00 – 14:30: Lunch
- **14.30-17.00 Visit to ISE laboratories**
- **17.00 End of meeting.**


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## Day 3 (optional)

- Saturday 6 September, excursion to the Black Forest - cost 16.40 eur per person excluding lunch (optional).
  - Includes public transportation and Funicular to the mountain
- Declare your participation to Charalambos during coffee break. (More details by Werner)
- Return to main train station ~16.00.
- Good shoes are recommended.
- Now time for coffee break.
- **Thank you for your attention.....**





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