



LASERLAB-EUROPE

The Integrated Initiative of European Laser Research Infrastructures V

Grant Agreement number: 871124

Work package 1 – Management

Deliverable D1.1
1st Annual Meeting

Lead Beneficiary: 1 – CNRS

Due date: Month 12
Date of delivery: Month 12

Project webpage: www.laserlab-europe.eu

<i>Deliverable Type</i>		
R	Document, report	OTHER
DEM	Demonstrator, pilot, prototype	
DEC	Websites, patent fillings, videos, etc.	
OTHER		
ETHICS	Ethics requirement	
ORDP	Open Research Data Pilot	
DATA	data sets, microdata, etc.	
<i>Dissemination Level</i>		
PU	Public, fully open, e.g. web	PU
CO	Confidential. restricted under conditions set out in Model Grant Agreement	



This project has received funding from the European Union's Horizon 2020 research and innovation programme under grant agreement no. 871124.

2 Objectives

The objective of WP 1 is to manage the overall project with respect to administrative, contractual, legal, ethical, financial, and technical issues to ensure highest quality of service and completing deliverables according to the time frame and budget foreseen. A particularly important issue is to monitor the progress of the project and the reporting to the project bodies in order to be able to take corrective action if necessary.

The aim of the annual meeting of the General Assembly of the project is to assess the progress of past activities, to decide on implementation plans for the following year and to create common understanding and awareness of the activities among all project participants.

3 First annual meeting

Laserlab-Europe General Assembly meeting, 20 November 2020, video conference

Due to the Covid-19 pandemic, the annual General Assembly meeting took place as a video conference for the first time.

In total, 60 participants attended the Laserlab-Europe Annual Meeting. The recently elected new Coordinator, Sylvie Jacquemot, CNRS-LULI, opened the meeting and welcomed the participants. In her Coordinator's report, she presented Laserlab-Europe activities at the management level and progress during the project's first year.

Joint Research Activities

The chair of the JRA Board, Philippe Zeitoun, gave a summary of the online meetings and highlights of the two JRAs:

- PRImary and SEcondary Sources – PRISES (Coordinator: Joachim Hein HIJ)
- Advanced Laser-based Techniques for Imaging and Spectroscopy in material science and biomedicine – ALTIS (Coordinator: Francesco Pavone LENS)

All JRA participants are facing delays of three to six months due to the Covid-19 pandemic, but the deliverables mostly are not at risk, with one exception.

The participants in the meeting were reminded about the contractual requirements to acknowledge the EU-funding through Laserlab-Europe, to publish with open access and to make the data available with open access.

Access Activities

Pascal D'Oliveira, the chair of the Access Board, presented the Laserlab-Europe V access programme and the contractual commitments.

Being initially exclusively based on physical access, the access activity has been strongly affected by the health crisis and travel restrictions. The first interim report in June 2020 showed that, after 6 months, the access programme was late by 5 months. In order to enable partial continuation of the access activity during travel restrictions, the option of remote access was introduced under specific eligibility conditions. Out of the 24 access providers, 19 are prepared to offer remote access. The option is advertised on the Laserlab-Europe website, and the application form allows to indicate whether the experiment can be done remotely and whether the applicant wishes to perform the experiment as remote access. Benefits and use of remote access will be assessed after the trial period. If successful, remote access may become a permanent feature of the access programme.

Statistics at month 11 show an increase in access provision since month 7, which seems due to the introduction of remote access, which represents 53% of the access provided from 1 June to 31 October 2020.



In addition, the validity period of accepted proposals has been extended to up to 32 months instead of 20 months. Due to this extension, unnecessary resubmissions of proposals will be avoided, and users will not be discouraged by unnecessary procedures.

User Meeting

Luca Volpe reported on the plans for a user meeting discussed in the Access Board together with user representatives. The first user meeting could be held online, assuming the Covid-19 restrictions persist in 2021. A virtual meeting would open up the possibility for new users from different fields to attend. During the discussion, it is emphasised that a meeting in person should have priority. Preparations for a virtual meeting should be made, but if possible a meeting in person should be held. The situation will be re-assessed in March.

Access Selection Panel Co-Chair

Selection of access proposals is done by an independent Selection Panel under the direction of a chairperson and a co-chair. The General Assembly elected Jérôme Kasparian as Co-Chair of the Access Selection Panel.

First periodic report

The first periodic report, covering 18 months from December 2019 until May 2020, will be due on 30 July 2021. The associated procedures and deadlines are presented.

Networking

The chair of the Networking Board, Jens Biegert, and the networking work package leaders presented the progress to date of each work package. A few examples of discussion items were:

- A new search tool for users has been implemented on the webpage, guiding the users to a suitable laboratory for performing a research project. The catalogue shows the different scientific fields and sub-categories, based on input from the access providers. As search result, a list of facilities is displayed, which lead to a page for each partner in Laserlab-Europe with further details.
- A first version of a Data Management Plan (DMP) has been prepared and submitted as deliverable in month 6. A survey amongst all partners was conducted to gather information on the existing obligations, data policies and data infrastructure of the labs and the kind of data we have to deal with.
- Laserlab-Europe co-organised the the Science@FELs 2020 conference, held as virtual conference, and participated in the programme committee. This first virtual Science@FELs conference experienced a record registration number of more than 700 participants and included nine invited sessions across the many fields of science that are conducted at FELs, three focus tutorials for younger scientists, two virtual poster sessions and a virtual tour through FLASH and European XFEL facilities.
- In the work package on Innovation Management and Industry Relations, Laserlab-Europe acts mainly as a facilitator for promoting local and/or national access opportunities for industrial users. A first catalogue of expertise can be found on the Laserlab-Europe webpage. This task will be continued with the aims of refining and unifying the quality of information provided by partners, developing messages that industry will find engaging and identifying gaps in the market that the Laserlab-Europe members can potentially service.

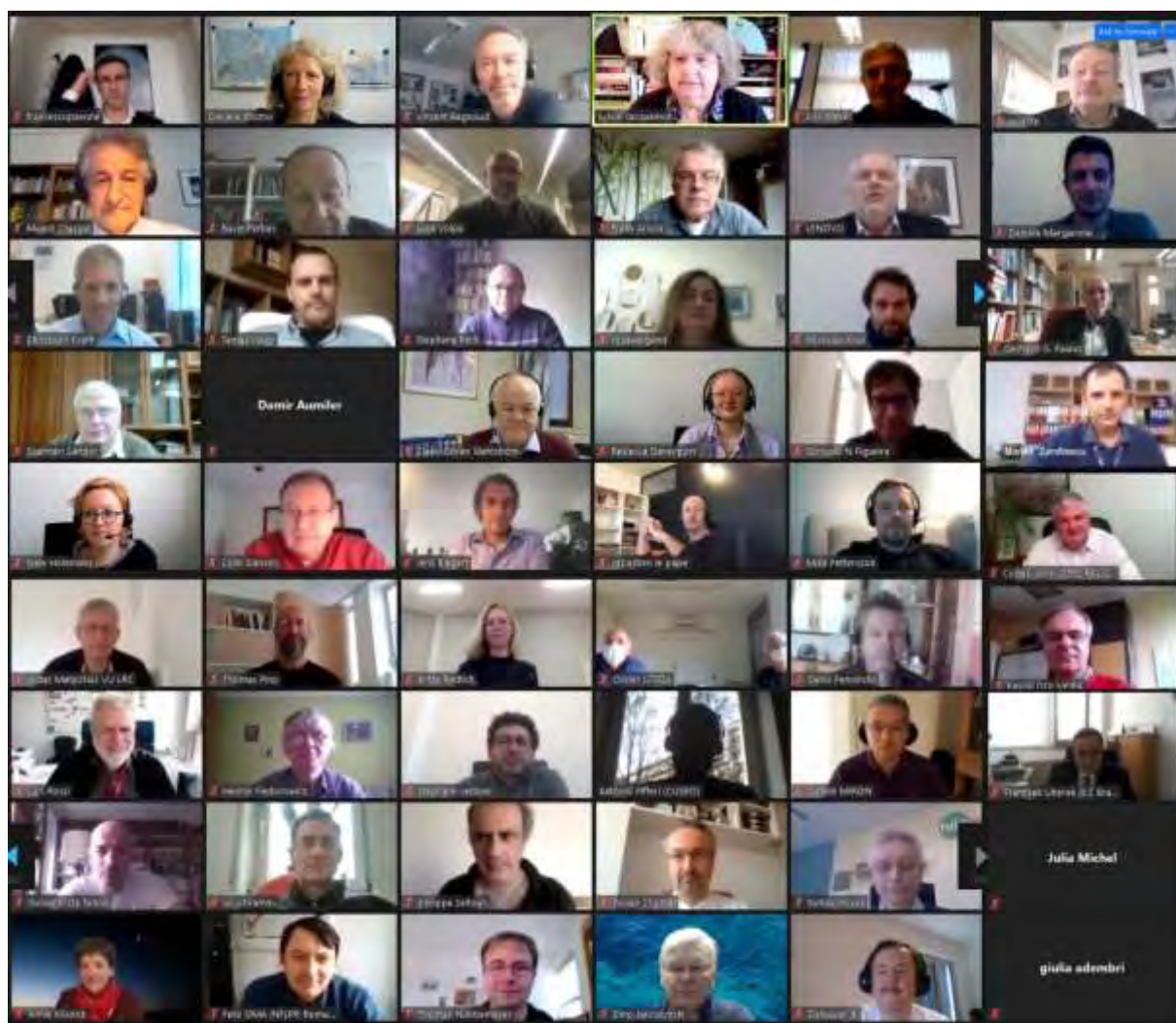
The presentations were followed by discussions about the current status of each work package and further development of the defined tasks and objectives.



4 Summary

The Laserlab-Europe Annual Meeting 2020 was a very successful meeting, even though the meeting was held as virtual meeting with less opportunities for discussion and interaction as compared to a meeting in person. A high number of participants could attend, as no travelling was required.

The participants have been able to complete all of their required deliverables and milestones to date, and showed at the Annual Meeting that they are well prepared for the coming challenges of the second year. The Annual Meeting was also an important opportunity for the participants to learn more about the WPs in which they are not personally involved.



Group pictures taken during the web meeting



5 Agenda

- 1. Welcome and formalities**
Attendance, rules of procedure, agenda
- 2. Status of Laserlab-Europe V - Coordinator's report**
- 3. Report on JRA**
- 4. Report on Access Activities**
- 5. Laserlab-Europe election - Access Selection Panel Co-Chair**
- 6. First periodic report**
- 7. Report on Networking**
 - 7.1 WP8 Innovation Management and Industry Relations
 - 7.2 WP2 Publicity, Dissemination and Community Support
 - 7.3 WP3 Scientific and Technological Exchanges
 - 7.4 WP4 Training and Development of User Communities
 - 7.5 WP5 Access Management and Monitoring Infrastructure-Users Connections
 - 7.6 WP6 Foresight and Sustainability Activities
 - 7.7 WP7 International Relations
- 8. AOB, date and location of next meeting**

