

CERN

European Organization for Nuclear Research
Organisation Européenne pour la Recherche Nucléaire

TT Network Meeting
Geneva – 17th June 2008

WP5: Overall Work Plan

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WP5: Work Program Items

Task 1:

- WBS
- Resources
- Scheduling

Task 2: Organisation

Task 3: Follow Up

Task 4: Financing

Task 5: Documentation & Reporting

Task 6: Preparation of permanent TNetwork Structure

TT Network - Project

WP1: IP charter

WP2: Framework to enlarge TT offer

WP3: Methods for measuring TT activities and results (Quantitative and qualitative)

WP4: Implementation

WP5: Project coordination and reporting

Task 1, WP 1 (1/2): Description

WP1: IP Charter	Start: M1, End: M12	FTE: 2 Months/Participants (M/P) + Deliverables development: 12 months
Description of work: Establish a set principles and a code of practices for members of the TT network to facilitate the adoption of a sensible approach compatible with Open Science. Together with a set of contract templates for licensing, contracted and collaborative research will constitute the IP charter for PP. The IP charter will address all essential IPR issues such as licensing and of contracted and collaborative research.		
Objectives and deliverables: The objective is to build an IP charter for PP that will facilitate the adoption of the Innovation Model in parallel with the Open Science model. The deliverables include a charter containing rules, principles and good practices (M6), and contract templates (M12) to be used by the TT offices of PROs involved in PP activities.		
Conveners: M. Caccia (INFN, Italy), L. Paolucci (Universita' degli Studi dell'Insubria)		
Participants: <ul style="list-style-type: none">○ K. Wurr (DESY, Germany) M. Porchet (CEA/DSM, France), M. Cuzin (CEA/DRT, France), M. Ayass, B. Denis (CERN), H. Rhedin (CHALMERS, Sweden), E. Gazis (NTUA, Greece)		

Task 1, WP 1 (2/2):Tasks

Nr	Task	Description	Contributors	Start/Stop
1	Analysis (Iterative)	<ul style="list-style-type: none"> •Collaboration research •Contractual research •Institutional research •Key points: IP issues & contracts •Key Points for phase 2: costing&pricing, revenue shares 		M1/M7
2	Gathering background Info (Iterative)	<ul style="list-style-type: none"> •Idem •Work on other matrix elements after mid term assessment (phase 2) 		M1/M12
3	Synthesis	<ul style="list-style-type: none"> •Idem 		M13/M14 To be confirmed after 6 months
4	dissemination	<ul style="list-style-type: none"> •Idem 		M13, upon website availability
5				
6				

Task 1, WP 2 (1/2): Description

WP2: Framework to enlarge TT offer	Start: M1, End: M24	FTE: 3 M/P (Year 1), 1 M/P (Year2) Deliverables: 1 pers. for 24 Months
Description of work: <p>Perform an inventory of all the technologies with IP protection by the TT network members. Establish a template to present technologies with reference to the patents (when available) that will highlight for each technology the possible applications, the innovative features, the advantages and other important results obtained from technology assessments.</p> <p>Identify technologies/patents with complementarities and/or overlaps. Establish and implement a method to present the corresponding technology offer and include these aspects in the template.</p> <p>Address the particular case of software and adjust template and method if necessary.</p> <p>Develop a Technology Transfer for Particle Physics Website that will provide an overview of all the technologies available for transfer including a link to the local PROs TT websites from where the technology is originating.</p> <p>Establish and implement a strategy to advertise the link to the TT for PP website as widely as possible.</p>		
Objectives and deliverables: <p>The objective is to make more visible to industry the technologies and the expertise originating from the PP community.</p> <p>The deliverables include a beta version (End of M12) of a Technology Transfer for Particle Physics Website referenced as widely as possible, a template and a procedure to introduce a new technology and a final version at M24.</p>		
Conveners: S. Zaninotti, M. Porchet (CEA/DSM, France)		
Participants: <ul style="list-style-type: none">○ N. Häbe (DESY, Germany), H. Hillemanns (CERN), G. Clerc (EPFL, Switzerland), M. Soberman (CNRS/IN2P3, France)○ All TT Network having technologies should be contributing to this work package.		

Task 1, WP 2 (2/2) : Tasks

Nr	Task	Description	Contributors	Start/Stop
1	Conceptual design	<ul style="list-style-type: none">•Content presentation strategy (avoid compartmentalization, keep PP specificity)•Marketing information•Functions (search, formulas, newsletter, etc.)•Navigation•Graphical design (colors and pictures)•Reference sites•1st draft of WP2 plan•sponsoring		M1/M5
2	Specifications			M5/M8
3	Demonstrator Implementation (beta version)			M8/M13
4	Website building – final release			M13/M24
5	Launch final version	<ul style="list-style-type: none">•Bug fixing•Quality•Content•Reference		M24/M27

Task 1, WP 3 (1/2): Description

WP3: Methods for measuring TT activities and results (quantitative and qualitative)	Start: M1, End: M18	FTE: 2M/P + 6 Months for deliverables
Description of work: Investigate, define and classify a set of criteria to measure TT activities. Analyze criteria for TT Network members' results.		
Objectives and deliverables: The objective is to provide a set of criteria to position the TT activity of PROs involved in PP in PRO. The deliverables include a list of quantitative and qualitative criteria possibly with indicators (ex: number of licenses, number of jobs created by licensee, number of licenses resulting from collaborative research / number of collaborative research contracts, value of licences, etc.)		
Conveners: M. Soberman (CNRS/IN2P3, France)		
Participants: o G. Clerc (EPFL, Switzerland), M. Caccia (INFN, Italy), L. Paolucci (Universita' degli Studi dell'Insubria, Italy), P. Dargent (CNRS/IN2P3, France), K. Laigaard (Copenhagen University, Denmark), E. Sirage (CERN), D.Rück (GSI)		

Task 1, WP 3 (2/2) : Tasks

Nr	Task	Description	Contributors	Start/Stop
1	Operations definition	<ul style="list-style-type: none"> • Definition of schedules and operations within the WP for the different participants • Identification of references (example ASTP, PROTON, SWITT, AUTM survey, Euroforum) 	All participants	Hamburg meeting in May 2008
2	Metrics Identification & Organization of workshop (december 4 th)	<ul style="list-style-type: none"> • Identification of metrics / KPI's • Questionnaire validation • Presentation of metrics assessed during Task 2 • Selection and validation of metrics relevant to the PP TT Network 	...	M1/M4
3	Survey all PROs participating into Particle/Astro/Nuclear Physics progr	<ul style="list-style-type: none"> • Outsource to external company (ex. Provider for ASTP)? 	All	M6/M12
4	Analysis and final report		all	M12/M18

Task 1, WP 4 (1/2): Description

WP4:Implementation	Start: M10, End: M36	FTE: 1Y/P + 1.5 pers. Full time for coordination and deliverables
Description of work: Implement WP1 and WP2 on new cases. For technologies with complementarities and/or overlap, it will provide and implement a modus operandi covering all aspects of the TT process from IP identification and protection, to collaborative research and licensing, including contract negotiations. Evaluate results according to the indicators provided in WP3.		
Objectives and deliverables: The objectives are: <ul style="list-style-type: none">- to implement the Innovation model in parallel with the Open Science model and validate the tools developed in WP1 and WP2 to support the TT activities of the Network members including those with complementary and/or overlapping technologies.- to analyse the results according to the criteria defined in WP3.- to propose when necessary improvements of the tools. The deliverables include an implementation report.		
Convener: TBD		
Participants: <ul style="list-style-type: none">oAll TT Network members		

Task 1, WP 4 (2/2) : Tasks

Nr	Task	Description	Contributors	Start/Stop
1	To be defined			Not before M12
2				
3				
4				
5				
6				

Task 1, WP 5 (1/2): Description

<i>WP5: Project coordination and reporting</i>	<i>Start: M1, End: M36</i>	FTE: 3M/P + .5 pers./year for coordination and TT Network operation
Description of work: Coordinate the execution of the TT network project. Steer TT network meetings. Prepare report for Council based on the WP deliverables. Network structures: <ul style="list-style-type: none">- TT Network Board (1 representative per Network Member)- Network Steering Committee (WP conveners)		
Objectives and deliverables: The objective are: <ul style="list-style-type: none">- To define and review the programme of work of the Network.- To ensure a timely and effective execution of the Project and to report to Council.- To address the issues related to the permanent structure of the Network for the operational phase. is to ensure a timely and effective execution of the Project and to report to Council. The deliverables include consecutive reports to Council.		
Convener: J.-M. Le Goff, H. Hillemanns (CERN)		
Participants: o All TT Network Members		

Task 1, WP 5 (2/2) : Tasks

Nr	Task	Description	Contributors	Start/Stop
1	WBS and activity lists	<ul style="list-style-type: none"> •Tasks and dependencies •Milestones •Scheduling 	Steering committee Approved by network board	M1/M3
2	Organisation and team	<ul style="list-style-type: none"> •Roles and responsibilities 	PL + WP conveners + node representatives ?	
3	Follow Up	<ul style="list-style-type: none"> •Planning and work scheduling •Scope mgnt •Progress monitoring •Budget follow up •Internal reporting •Issue list follow up & corrective actions •Quality and risk mgnt 	Steering committee	
4	TTNetwork Financing	<ul style="list-style-type: none"> •Strategy •Modalities •Implementation 	S. Zaninotti L. Paolucci (org.) B. Denis (with S. Stavrev for assistance?)	M1
5	Documentation & Reporting	<ul style="list-style-type: none"> •Document needs and standards •Reporting to European Council 	Steering committee Approved by network board	
6	Preparation of Permanent TTNetwork structure	<ul style="list-style-type: none"> •TT Network operation •Organisation •Financing 	Will involve External experts	

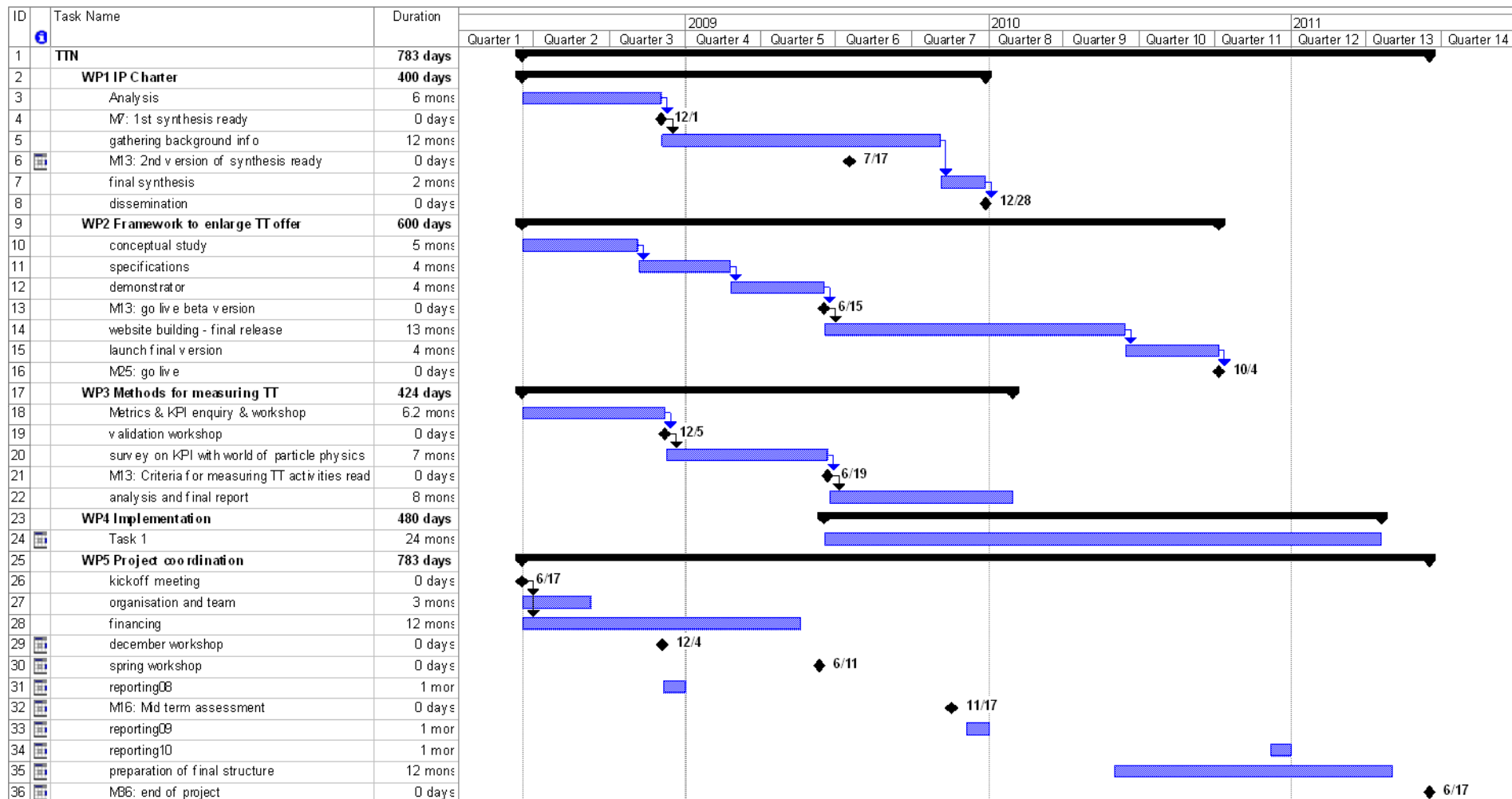
Task 1: Resource Needs

Work package tasks to be carried out by the participants to each WP

- WP2: Graphical design and implementation requires support from external experts
- WP3: survey on KPI might be outsourced to external company

WP Nr	Description	Participants	Estimated Workload per task
1	IP Charter	K. Wurr (DESY, Germany) M. Porchet (CEA/DSM, France), M. Cuzin (CEA/DRT, France), M. Ayass, B. Denis (CERN), H. Rhedin (CHALMERS, Sweden), G. Vesztergombi (KFKI, Hungary), E. Gazis (NTUA, Greece)	Tbd
2	Framework to enlarge TT offer	N. Häbe (DESY, Germany), H. Hillemanns (CERN), G. Clerc (EPFL, Switzerland), M. Soberman (CNRS/IN2P3, France)	Convener: 6PM concept: 2PM (all) specs: 4PM (all) implement: 4PM (internsh.) Final rel.: 12PM Launch final: 3PM
3	Methods for measuring TT activities and results	G. Clerc (EPFL, Switzerland), M. Caccia (INFN, Italy), L. Paolucci (Universita' degli Studi dell'Insubria, Italy), P. Dargent (CNRS/IN2P3, France), K. Laigaard (Copenhagen University, Denmark), E. Sirage (CERN)	Tbd
4	Implementation	TBD	N/A
5	Project coordination and reporting	All TT Network Members	

Task 1: Scheduling



Task 1: Project Milestones

M1: 1st TTNetwork meeting (June). Discuss tasks 1,2,4

M7: 1st synthesis of WP1, task analysis

M13: (Beta version (static)) TT for particle physics website available

M13: 2nd synthesis of WP1, task analysis

M16: Criteria for measuring TT activities and results available (tbv)

M16: mid-term assessment on phase 1 tasks and activities

M27: TT for particle physics website available

M36: End of project

Task 2: Organisation



Task 2: TT Network Board

Institute	Member State	Contact person	Phone	GSM	Fax	e-mail
CEA/DSM	France	Philippe Lavocat	+33 1 69 08 46 55	+33 6 71 72 45 79	+33 1 69 08 38 16	philippe.lavocat@cea.fr
		Sylviane Zaninotti				sylviane.zaninotti@cea.fr
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University of Sofia	Bulgaria	TBD				
GSI	Germany	Dorothee Rueck	+49 6159 71 2630		+49 6159 71 2905	d.rueck@gsi.de



Task 2: TT Network Steering Committee

Work Package	Institute	Member State	Contact person (convener)	Phone	GSM	Fax	e-mail
WP1: IP Charter	INFN	Italy	Massimo Caccia				massimo.caccia@uninsubria.it
	<i>Universita' degli Studi dell'Insubria</i>		<i>Lorenza Paolucci</i>				lorenza.paolucci@uninsubria.it
WP2: Framework to enlarge TT offer	CEA/DSM	France	Sylviane Zaninotti				sylviane.zaninotti@cea.fr
			<i>Mathieu Porchet</i>				mathieu.porchet@cea.fr
WP3: Methods for measuring TT activities and results	DESY	France	Marcel Soberman	+33 1 4496 43 18	+33 6 74 49 27 50	+33 1 4496 4914	msoberman@admin.in2p3.fr
WP4: Implementation	TBD						-
WP5: Project coordination and reporting	CERN		Jean-Marie Le Goff	+41 22 767 65 59	+41 76 487 02 06	+41 22 767 35 40	Jean-Marie.Le.Goff@cern.ch
			<i>Hartmut Hillemanns</i>	+41 22 767 26 64	+41 76 487 54 64	+41 22 767 35 40	Hartmut.Hillemanns@cern.ch
Project Coordinator	CERN		Jean-Marie Le Goff	+41 22 767 65 59	+41 76 487 02 06	+41 22 767 35 40	Jean-Marie.Le.Goff@cern.ch



Task 3: TT Network Meetings & Follow Up

Items to follow up

- ▣ Planning and work scheduling
- ▣ Scope mgnt
- ▣ Progress monitoring
- ▣ Budget follow up
- ▣ Reporting
- ▣ Issue list follow up & corrective actions
- ▣ Quality and risk mgnt

Procedure

Presentation agenda & approval of minutes



News from the PL



WP's status & discussion



Review of issues & risks



Planning update & action list



AOB



Proposal :2 meetings per year

Task 4: TT Network Financing

The TT Network will explore funding opportunities with the EC and with MS funding programmes.

- Part of a task in WP5 (*see talk WP5, task 4*)

The TT Network members will cover their own costs to participate in network activities

- WP meetings @ Conveners' premises
- Conveners' travel costs to attend TT Network meeting covered by the TT Group

Task 5: Documentation and Reporting

Deliverables of each WP

Reports	Ownership
Minutes TTN Meeting	Steering Committee
Minutes WP meetings	Conveners
Report to CERN Council	Steering Committee (lead: PL, approval: Network Board)

Task 6: Relationship ENET – TTN in the future (1/2)

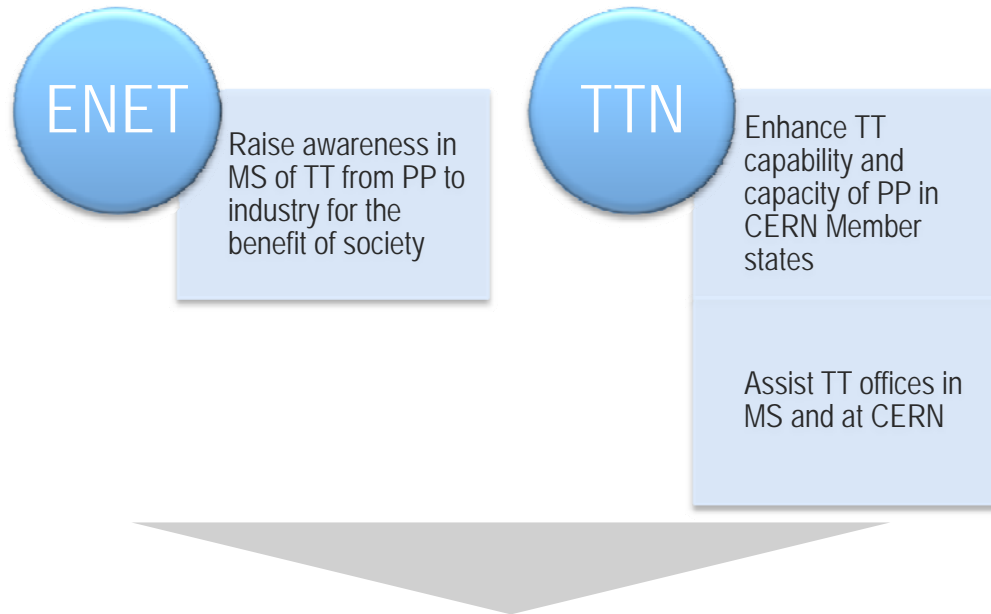
Current situation

- Council has put in place TTTF to launch an implementation proposal aiming at enhancing the impact of technologies originating from PP research on industry for the benefit of society.
 - Creation of TT Network
 - Implementation of additional TT activities
- TTTF mandate should complete with the approval of the TT Network by Council and with the setup of the additional TT activities.
- ENET is the network of National Technology Transfer Officers (NTTO) in charge of promoting CERN technologies to national Industry.
 - ENET meets twice a year at CERN and provides a permanent platform for the exchange of TT information between MS and CERN.

Task 6: Relationship ENET – TTN in the future (2/2)

Proposal for 2009

- Termination of TTTF activities at the end of 2008
- Review of TT Network activities transferred to ENET as from Year 2009
- Roles:



Enhance ENET mission:

ENET is the network of National Technology Transfer Officers (NTTO) in charge of promoting ~~CERN~~ **Particle Physics** technologies to national industry.