

WP 4

Work Package Number	4					
Work Package Title	Management and dissemination					
Activity Type	Management and dissemination					
Participant Short Name	CERN	KEK				
Person-months per Participant:	48	51				
Objectives	<ol style="list-style-type: none"> 1. Management of programme 2. Setting up permanent offices at CERN and KEK 3. Communication inside the consortium 4. Dissemination of results to the general public 					
Description of Work	<p>Task 4.1 Scientific and Financial Management (CERN & KEK): The management of programme involves the organisation of programme events, managing the secondments of researchers and the financial planning, execution and reporting to the EU.</p> <p>Task 4.2 CERN & KEK Offices (CERN & KEK): Permanent offices at CERN and KEK will be set up, which will support the researchers during the duration of their secondment.</p> <p>Task 4.3 Communication (CERN & KEK): The Communication of E-JADE achievements experiences and results within the E-JADE programme will ensure most efficient sharing of knowledge and expertise of the seconded researchers. Annual meetings of all E-JADE participants will be organized as well as topical workshops as described in B4.3.1</p> <p>Task 4.4 Dissemination (CERN & KEK): A program for dissemination of information from E-JADE will be setup. This involves setting up public web pages and social media accounts as well as providing information for media and general public. Also the publication of results in scientific journal articles and participation in international conferences will be monitored</p>					
Deliverables	<p>Month 2 Kickoff: Kick off meeting</p> <p>Month 3 PubWWW: Setting up Public Web pages</p> <p>Month 6 CERNKEKOffices: Offices at CERN and KEK in full operation</p> <p>Months 12, 24, 36 and 48 E-JADE-Report: Annual and final reports including monitoring of publications and presentations</p> <p>Months 20 and 45 IndustryWS: Industry workshops</p> <p>Month 12 CommStrgy: Communication strategy report including links to communicators at the participating institutes</p> <p>Month 36 E-JADESummary: Summary of dissemination activities</p>					

Two people here (one from 1.4)

Concern

Underway

Offices set up
Not fully operative
(meet in Tokyo 15.1 last to discuss)


















Kick off ok
WWW critical
June for offices reasonable

CERN-KEK Committee, 9th meeting

chaired by Rudiger Voss (CERN)

Friday, 21 November 2014 from **14:00** to **22:00** (Asia/Tokyo)
at **KEK L01 building (Large meeting room)**

Friday, 21 November 2014


















- 14:00 - 14:10 **Welcome 10'**
Speaker: Atsuto Suzuki (KEK-DG)
- 14:10 - 14:40 **MOU sign-up ceremony for CERN-KEK office 30'**
Speakers: Dr. Rudiger Voss (CERN), Atsuto Suzuki (KEK)
Material: [pictures](#) 
- 14:40 - 15:00 **ATLAS Upgrades 20'**
Speaker: Katsuo Tokushuku (High Energy Accelerator Research Organization (JP))
Material: [Slides](#) 
- 15:00 - 15:20 **LHC Upgrade 20'**
Speaker: Prof. Lucio Rossi (CERN)
Material: [Slides](#)   
- 15:20 - 15:40 **Progress on Magnet R&D 20'**
Speakers: Tatsushi Nakamoto, Tatsushi Nakamoto (High Energy Accelerator Res. Organ. (KEK))
Material: [Slides](#)   
- 15:40 - 16:00 **KEK Participation in the LHC Injector Upgrades 20'**
Speaker: Chihiro Ohmori
Material: [Slides](#)  
- 16:00 - 16:20 **Coffee Break 20'**
- 16:20 - 16:40 **X-band and other development 20'**
Speaker: Katsunobu Oide (KEK)
Material: [Minutes](#)  [Slides](#) 
- 16:40 - 17:00 **Linear Collider R&D status in cooperation with CERN and KEK 20'**
Speaker: Akira Yamamoto (H)
Material: [Slides](#)   
- 17:00 - 17:20 **Common CERN-KEK Linear Collider activities 20'**
Speaker: Dr. Rogelio Tomas Garcia (CERN)
Material: [Slides](#) 
- 17:20 - 18:20 **CERN Fellow Reports 1h0'**
Video Connection to CERN Room 42-R-001; see agenda
Speakers: Hideyuki Oide (CERN), Yuta Takahashi (Nagoya), Akira Miyazaki (CERN)
Material: [agenda](#) 

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4.2.1. Project organisation and management structure

Management will be the object of a dedicated work package which will be led by the Scientific Coordinator (SC) and the Project Manager (PM). Prof. Dr. Steinar Stapnes, senior staff at CERN, currently leader of CERN's linear collider activities and former Deputy Spokesperson of the ATLAS project at CERN will be the SC. The PM will be appointed at the start of the project. A Supervisory Board (SB) formed of one representative of each beneficiary and partner organisation will oversee the staff exchange program. The chairperson of the SB will be Dr. Angeles Faus-Golfe of CSIC. The project management will interface directly with the project managements of the LHC, ATF, ILC, CLIC and J-PARC.

Members Supervisory Board

Steinar Stapnes (CERN)	Olivier Napoly (CEA)	Angeles Faus-Golfe (CSIC)
Eckhard Elsen (DESY)	Philip Burrows (UOXF)	Katsuo Tokushuku (KEK)
Philip Bambade (CNRS)	Pavel Karataev (RHUL)	Sachio Komamiya (UoT)

Work Package and Work Package leader

1	Lucio Rossi (CERN)	4	Steinar Stapnes (CERN)
2	Philip Bambade (CNRS)	5	Thomas Schoerner-Sadenius (DESY)
3	Eckhard Elsen (DESY)		