

**MINUTES of the SANDA Kick off Meeting**

**September 9-10, 2019.**

Club of the University Foundation (Fondation Universitaire / Universitaire Stichting)  
Egmontstreet 11, B-1000 Brussels

|           | NAME                    | SIGN  | DATE       |               |            |
|-----------|-------------------------|---|------------|---------------|------------|
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| Approved: | Enrique González Romero |  | 2019.09.26 | DATE OF ISSUE | 2019.09.27 |

## 1 General meeting

The Kick off Meeting of the SANDA Project took place on 9-10 September 2019 at the Club of the University Foundation (Fondation Universitaire / Universitaire Stichting) in Brussels. The main objective of the meeting was to outline the project goals and commitments as well as the roles and responsibilities of team members, identifying organizations and people involved in each task; to clarify the expectations of all parties and to create a commitment by all those who influence the project's outcome.

The kick-off meeting started with the review of the agenda by Enrique González and the approval by the attendees followed by an introduction to the objectives of the meeting and a brief summary of the main facts and objectives for the SANDA project. The meeting developed according to the Agenda. After the introduction by E. Gonzalez and the clarifications and recommendations from the EC official, R. Garbil, there was a detailed presentation of each Domain and work-package by its respective coordinator.

Scientists from the ARIEL proposal not members of SANDA were welcomed to the SANDA meeting (except for the Collaboration Board meeting).

The details of the agenda and the updated presentations can be obtained from the SANDA kick-off meeting open indico web page (<https://indico.cern.ch/event/848637/>) in the SANDA project indico page at CERN (<https://indico.cern.ch/category/11566/>).

During the discussion of the presentations the following points were identified:

- 1) R. Garbil described the general conditions for the SANDA project stabilised in the Grant Agreement requesting to pay attention, between other points, to: the preparation of a Consortium Agreement, the distribution of financing from the EC to the partners, the possibility of audits along and after the project, the principles of project management, the need to provide open access to publications, the meaning of this open access, and the general outlook and some details of the reporting process.
- 2) During the presentation of WP1, M. Kerveno informed that one of the risks of the project is in good way to be overcome, as the French nuclear safety authority has given the permission to SPIRAL-2 to operate in July 2019. Then NFS is expected to start commissioning before the end of 2019 and the first neutrons should reach NFS during 2020 as assumed in the SANDA proposal.
- 3) During the presentation of D. Cano-Ott for WP2 the details and dates for the actions and experiments of each of the partners involved in the WP were reviewed and no objection was raised by the participants present in the meeting.
- 4) Within the presentation of WP3 by D. Schumann, there were some discussions on the details for the way to provide support for the travel and subsistence to participants on the User-Producer meeting and workshop and to the producers network. A final decision will be discussed with the EC project officer to make possible the actions indicated in the SANDA proposal, respecting the EC and the partners' administrative procedures. There was also a reminder that part of the activity in the WP will be subcontracted and the need to follow the rules for subcontracting. Finally it was announced that in brief there will be a form distributed to the SANDA partners to propose targets to be manufactured.
- 5) During the presentation of WP4 by D. Rochman, there was a request to complete the presentation with additional details on the dates for milestones and deliverables. The updated presentation is already available in the meeting web page. In addition, there were several suggestions on how to optimize the collaboration and strategies of SANDA WP4 and the JEFF project.

- 6) R. Jacquemin presented WP5 and in his presentation he made an invitation to the SANDA members to participate in the integral experiments to be performed within the WP in different experimental reactors and other facilities. There is no additional funding for these participations, but SANDA is a unique opportunity to participate in such an experiment. Interested partners should contact the WP leader.
- 7) E. Gonzalez made a presentation on the management, E&T and research coordination. After the presentation there was a discussion on possibilities and opportunities for a collaborative project (EJP or similar) on nuclear data after SANDA. Large competitive conditions are foreseen for this type of proposals in the coming years, and the actual instrument that better fit the nuclear data research within EC is not obvious. Still, it looks mandatory to sensitize the Member States and the EC on the need and value of this type of research. In addition, it was also agreed the need to increase the scope of the research to be included, particularly adding more topics related to non-energy applications.
- 8) Following the presentation of A. Plompen on the relation between JEFF and SANDA, emphasis was raised on the value provided by good quality nuclear data and modelling tools, in particular, to reduce or control the cost of construction of nuclear installations and reactors, and to limit the need for numerous experimental validations. A. Plompen also suggested the possibility to organize joint meetings between SANDA and JEFF, and it was agreed to try to propose at least a joint meeting during the SANDA duration.
- 9) Following the joint discussions with ARIEL it was proposed to try to organize the following joint meetings:
  - a. October of 2020 at JRC joint SANDA and ARIEL meeting
  - b. October of 2021 at NPL joint SANDA and ARIEL meeting
  - c. November of 2022 at NEA-JEFF joint SANDA and JEFF meeting
  - d. October of 2023 at CNRS joint SANDA and ARIEL meeting

## **2 Governing Board Meeting**

The Governing Board, GB, meeting started with the review of the Agenda by Enrique González and the approval by the attendees.

### **2.1 Institutions representation for the Governing Board and confirmation of Quorum**

Following the nominal call of the coordinator, the partners delegate to the Governing Board identified themselves following the order of partner number in the project.

In total 24 partners were present in the meeting, see the list in the GB presentation ([https://indico.cern.ch/event/848637/contributions/3565673/attachments/1907893/3160206/13\\_SA\\_NDA\\_intro\\_20190909\\_GB\\_v7.pdf](https://indico.cern.ch/event/848637/contributions/3565673/attachments/1907893/3160206/13_SA_NDA_intro_20190909_GB_v7.pdf)). In addition, 6 partners had delegated their representation to the meeting: ATOMKI to IFIN-HH, (CSIC, IST-ID and UPC) to CIEMAT, USC to the Coordinator and UMAINZ to PSI.

#### **(Decision/Validation)**

*In total 30 partners were represented. According to the proposed Consortium Agreement the quorum required to take decisions is 50% of the nominal members,  $35 \cdot 50\% = 17.5$  in the case of the GB meetings. So there was enough quorum and the meeting could continue with the capacity to take decisions.*

## **2.2 Option for chairing the GB and election of the Chairperson of the Governing Board**

Two options were proposed to the Gb for the chairing of the GB meetings. Either the Coordinator will chair the meetings or a Chairperson of the GB should be elected, and the detail writing of the Consortium Agreement for each case was proposed.

The coordinator indicated no preference for either option and informed for the preference of CNRS and some other partners for the second alternative.

### (Decision/Validation)

*The Governing Board unanimously approved the second option, with the nomination of a Chairperson of the Governing Board different from the coordinator.*

Following the agenda, the coordinator requested for proposal of candidates for the Chairperson of the Governing Board. CNRS made the only proposal on the name of Fanny Farget (scientific deputy director of CNRS/IN2P3 in charge of nuclear physics and applications).

### (Decision/Validation)

*After a vote to accept the proposal, Dr. Fanny Farget was elected by unanimity as Chairperson of the SANDA Governing Board.*

As F. Farget was not present in the meeting, following the Consortium Agreement, and acting chairperson shall be elected.

### (Decision/Validation)

*The coordinator proposed M. Kerveno representing CNRS as acting chairperson and the proposal was unanimously accepted.*

After this point M. Kerveno chaired the Governing Board meeting.

### (Action on all partners)

*At this point M. Kerveno proposed to request from each partner the nomination of its delegate in the Governing Board. These nominations should be sent to the Chairperson of the GB and to the Coordinator.*

A summary of the project scope was very briefly presented to the GB by the Coordinator.

## **2.3 Consortium Agreement**

The current state of the Consortium Agreement, CA, was presented by the Coordinator to the GB. The following points were highlighted:

- The proposed CA follows the recommended DESCA-2020 model. An iterative process, started in May 2019, has been followed to facilitate the consensus from different positions and normative of the partners. The third version was distributed to the partners before the meeting.
- Still at the time of the meeting there was some discrepancies pending solution from CERN (mainly related to its status as international organization with its own status, law and obligations), IRSN (mainly related to its obligations to public missions) and some details and clarifications from KIT, UPC an JYU.
- The Coordinator has showed the remaining issues both to the regular meeting and to the Governing Board meeting, showing the proposed consensus from all the partners. The proposals are collected in the Governing Board presentation from the Coordinator (<https://indico.cern.ch/event/848637/contributions/3565673/attachments/1907893/3160206/>)

13\_SANDA\_intro\_20190909\_GB\_v7.pdf). The version shown includes feedback to some comments received from CERN after the GB meeting.

- The Coordinator also reminded that several partners have still not provided their background declarations for Attachment 1 of the CA.
- The Coordinator reminded the urgency of the finalization and signature of the CA, as this is one of the prerequisites to the distribution to the partners of the pre-financing, already received by the Coordinator from the EC.

(Action on all partners)

*The Coordinator requested from the Governing Board their commitment to accept, as much as possible, the proposed formulations for the pending topics in the CA and to confirm, in less than a week after receiving the latest version, their readiness to sign the CA. If no notice is received by the Coordinator, it will be assumed that no objection is raised and the signature process can be started. Partners should also provide in one week time their pending background declarations, otherwise it will be left empty. The Governing Board accepted the proposed commitment.*

## **2.4 Issues related to payments**

The Coordinator presented the scheme of payments as indicated in the SANDA Grant Agreement, that includes a pre-financing payment; one or more interim payments, on the basis of the request(s) for interim payment; and one payment of the balance.

Then the Coordinator informed of the details of the pre-financing payment. At the time of the meeting the information of the actual transfer from EC to the Coordinator was not available and the Coordinator reminded the elements for the calculation of the pre-financing payment:

- The total pre-financing payment will be 1866638.93 Euros.
- The part of the pre-financing for JRC 165332.80 Euros is not paid to the coordinator, but kept by the Commission for the JRC
- Moreover an amount of 5% of the maximum grant amount is retained by EC on each of the previous payments (to CIEMAT and to JRC) and transferred into the 'Guarantee Fund' (with a total value of 174997.40 Euros).

After the meeting the coordinator has been able to confirm that CIEMAT actually received 1541808.68 Euros on 9<sup>th</sup> of September 2019, according to the previous rules.

Then the Coordinator reminded that, as has already been indicated in one e-mail from the coordinator, in order to proceed to the distribution to the partners of their share on the pre-financing payment it is necessary:

- to have signed the Consortium Agreement, and
- that all partners send their financial identification forms to the coordinator. At present there are still 9 institutions pending to send this document to the Coordinator.

(Action on all partners)

*After the Coordinator request, it was agreed that all partners, that have not done yet, should send to the coordinator their financial identification forms in less than two weeks. Otherwise it can generate delays in the distribution of the payment.*

Then the Coordinator described the possibilities for the calculation of the distribution of the pre-financing payment to the partners.

(Decision)

*After the proposal from the Coordinator, it was agreed unanimously by the Collaboration Board to calculate the pre-financing payment to each partner distributing the total amount received by CIEMAT from the EC (1541808.68 Euros) in direct proportionality to the "Maximum Grant Amount" of each partner (except JRC that has received the payment directly from the EC). Payments should*

*only be made to partners that have signed the Consortium Agreement and provided a valid financial identification form.*

## **2.5 AOB**

- Executive Committee composition:

Following a question for clarification, the Coordinator reminds that the Executive Committee shall consist of the Coordinator and the Work Package leaders. On the other hand the CA indicates that the Executive Committee may invite international experts to its meetings, in particular from IAEA, JEFF and NEA. They will only participate in an advisory function without voting rights.

Then the Coordinator informed the GB of its intention to invite A. Plompen as contact person for JEFF to all the Executive Committee meetings.

- No more AOB.

M. Kerveno reminds the actions agreed during the GB meeting and closes the meeting.

**End of Meeting.**

**ANNEX 1**

**LIST OF PARTICIPANTS**

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