

## **Minutes of the EUDET special Institution Board (IB)** **14th of March, 2007**

*Present: J.Mnich, F.Sefkow, L. Suszycki, A.Bamberger, P.Colas, A.Savooy-Navarro, I.Vila, P.Kvasnicka, J.Timmermans, R.Orava, L.Zawiejski, J.Cvach, H.-G. Moser, A.Levy, K.Desch, J.Haller, P.Fischer, M.Pohl, D.Cussans, A.Kaukher, N.Potylitsina-Kube*

*Guests: Cedric Bosaro (CNRS)*

*Chairman: L.Joensson*

### **Agenda:**

- summary of the Annual Report history and problems (Joachim)
- report from CNRS on measures how to improve in future
- further measures, to be discussed and voted by the IB
- AOB

### **1) Summary of the Annual Report history and problems**

*Leif Joensson* starts the meeting and explains why the special IB meeting was necessary. He pointed out the main issues to be discussed, which were presented also in the Agenda on INDICO: <http://ilcagenda.linearcollider.org/conferenceDisplay.py?confId=2607> .

*Joachim Mnich* gives the presentation "Annual Report 2007: History & proposed measures" to identify the reasons why the deadline for the AR07 has not been kept (<http://ilcagenda.linearcollider.org/getFile.py/access?sessionId=0&resId=0&materialId=0&confId=2607>) and the submitted AR was incomplete. Consequences of it: no further payment (instalment) from Brussels before submission and acceptance of the complete report.

The following problems led to this situation:

- 1)UROS: modified Form C of 2006  
inconsistent, will probably lead to modification request by Brussels
- 2)HIP: did not provide Appendix 1
- 3)CNRS: did not provide financial information in time

He proposes the measures to be taken to improve the situation for the next year:

- 1) CNRS should be asked to provide regularly updated Form C and Appendix 1 every 3 months (31.3., 30.6., 30.9., 31.12.) to make sure that information is available and collected in time.
- 2)10% of CNRS funds should be hold back to keep up motivation for coming Annual Reports

### **2)Report from CNRS on measures how to improve in future**

Cedric Bosaro (CNRS, administrative officer) presents to the consortium the matter and the difficulties which led to the delay in providing of the financial documents.

The main reason of the situation is the composition of CNRS from many laboratories; each should provide the audit certificate, to get it completely has taken much more time as expected.

In any case C.B. realizes and accepts the need of the radical measures proposed by consortium and only points out that the FORM C will not be signed. He will also write to the administration of CNRS to improve the situation and to accelerate the procedure in future. He wants to keep the consortium informed about the results of his efforts.

J.M. mentions that it should be made clear to their administration that CNRS as partner of the EUDET-Project has to fulfil the contract's obligations; providing the financial forms is one of the obligations.

*Aurore Savoy-Navarro* also agrees with the proposed measures to improve the current situation, she has also confirmed the intending to get ready the first set of the financial forms for 2008 already by the end of March.

### **3) Discussion on the current situation and vote**

*L.J.* calls for further suggestions and/or comments.

*C.B.* asks to take into consideration that holding back 10% of the CNRS-budget could have less effect on improving the procedure by the administration, but put more pressure on the scientists site. In any case he has no objection.

*A.S.-N.* expects also that the proposed measures will be effective.

*Leif* mentions that the keeping of 10% of budget will show that the breach of a contractual obligation results in consequences.

*Klaus Desch* states to support the proposed actions: it is the way to be consequent.

*Peter Fischer* expresses also his opinion: the measures should be undertaken.

*Felix Sefkow* expects that to make the report one time per 3 months could be a very good practice for CNRS administration.

*C.B.* asks how the holding back of CNRS funds will be implemented regarding the next payment.

*J.M.* explains that the last 10% will be reimbursed with the very last instalment after the Annual Report -2009 is done.

*L. J.* asks if somebody will get financial problems in connection with the delay of payments now.

*David Cussans* (Univbris): one could expect, we should check it up.

*J.M.* proposes to all partners to check the financial situation and let the SC know about it.

The proposed measures regarding CNRS are unanimously approved.

*L.J.* suggests considering the situation with HIP. Unfortunately *Risto Orava* left the EUDET IB phone meeting before it came to the end.

### **4) AOB**

*J.M.* presents some contract amendments to be done:

a) Approval of new partner (University of Heidelberg)

*Peter Fischer* explains why the group of UMA moved to Heidelberg. The application of UHEID is unanimously welcomed and approved.

b) Some small transfers of EC budget mutually agreed between the partners concerned. Details will be communicated to the IB in the in the course of the process.