



# **Annual Report 2007**

**History & proposed measures**

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Special IB Meeting**

**March 14th, 2008**

# Time table for Annual Report 2007

<b>Responsibles</b>	<b>Action</b>	<b>Deadline</b>
<b>I3 Coordinator</b>	<b>Submission of Annual Report to Brussels</b>	<b>15.02.2008</b>
<b>All</b>	<b>Final feedback to Annual Report</b>	<b>08.02.2008</b>
<b>IB Members</b>	<b>Signed final versions of financial forms at DESY incl. audit certificate</b>	<b>08.02.2008</b>
<b>I3 Coordinator</b>	<b>Final draft of Annual Report distributed</b>	<b>01.02.2008</b>
<b>JRA/NA2 Coordinators &amp; Task Leaders</b>	<b>Final input for scientific part (progress report)</b>	<b>25.01.2008</b>
<b>I3 Coordinator</b>	<b>First draft Annual Report</b>	<b>18.01.2008</b>
<b>IB Members</b>	<b>Draft financial information (Form C &amp; Appendix 1) incl. new implementation plan</b>	<b>18.01.2008</b>
<b>JRA/NA2 Coordinators &amp; Task Leaders</b>	<b>Input for scientific part: progress report &amp; complete lists of talks and papers</b>	<b>21.12.2007</b>
<b>All</b>	<b>EUDET memo/report on Annual Meeting talks</b>	<b>01.12.2007</b>

**Approved at IB meeting October 8th, 2007**

## Status Annual Report 2007:

- **Scientific part:**

  - progress more or less according to schedule

    - 21.01.08 first draft

    - 04.02.08 final draft

- **Financial part:**

  - most partners fulfilled their obligations in time

    - in general smoother than for AR2006

    - 18.01.08: draft financial information Form C and Appendix 1

    - before deadline: final & signed forms at DESY

- **Please note:**

    - Appendix 1 draft important to check scientific part for consistency

    - most information to be provided by scientists, not administration!

- **Annual Report sent to Brussels on February 18 (i.e. Monday after deadline)**

  - **However: incomplete!**

## **Problems:**

- **UROS: modified Form C of 2006 (!!!)**  
**inconsistent, will probably lead to modification request by Brussels**
- **HIP: did not provide Appendix 1**  
**is still missing !**
- **CNRS: did not provide financial information in time**
  - **05.02.08 very incomplete forms, rather useless (e.g. no costs justifications)**
  - **26.02.08 submission of electronic & signed forms**  
**i.e.  $\approx$  2 weeks after deadline**  
**with many errors, inconsistencies & missing items**  
**discussions and corrections are still ongoing**
- **CNRS and HIP are entered with 0 everywhere in the submitted version**

## **Consequences:**

- **just as last year:**

- **CNRS provided signed forms about 1 month late**
- **report was carefully checked in Brussels only in July**  
**questions and modification requests during vacation time**
- **not to mention the additional work for some of us!**

- **most importantly:**

- **no further payment (instalment) from Brussels before**  
**before submission and acceptance of complete report**
- **from AR2006 experience:**

**→ no fresh money before September/October**

- **Entire responsibility is with CNRS and HIP**  
**this time we are even later than last year!**

- **Note:**

- **this is not a small negligence**
- **but a breach of contractual obligations!**

## **How to proceed:**

- **no hope for this year**  
we are late & there is no hope, just try minimize impact
- **for future**  
absolute **MUST** to improve situation

## **Proposal:**

- 1. invitation to CNRS to present measures to consortium**  
please no excuses, explanations & apologies  
but concrete measures!
- 2. ask CNRS to provide regularly updated Form C and Appendix 1**  
every 3 months (31.3., 30.6., 30.9, 31.12.)  
to make sure information is available and collected in time  
to be decided by IB
- 3. hold back e.g. 10% of CNRS funds**  
to keep up motivation for coming Annual Reports
- 4. any other useful suggestion?**

## IB contact:

- need to react quickly, also during vacation time
- please update list of IB representatives, at least 2 per institute

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**AOB**



## **Preparation of contract amendment:**

- **group at Uni Mannheim moved to Heidelberg**
- **proposal is to accept Heidelberg as new partner → accession to contract**
  - **transfer of remaining funds to Heidelberg**
  - **membership of Mannheim suspended**
- **need approval of IB**
- **other issues to be implemented**
  - **some reallocation/transfers of funds**