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New curricula in Precision Agriculture using GIS technologies and sensing data (CUPAGIS)

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Minutes of the Zoom Coordination Meeting

Date: January 12, 2021

Participants: Representatives of the project working groups from Tallinn University of Technology (P1), Technische Universität Berlin (P2), EXOLAUNCH GmbH (P5), Djillali Liabes University (P6), Université d'Oran Ahmed Ben Bella (P7), Ibn-Khaldoun University Tiaret (P8), Université de Mostaganem (P9), Ecole Nationale Supérieure d'Agronomie (P10).

The list of participants is attached.

During the meeting, the following issues on the project implementation were discussed:

1. Overview of the progress and options for prolongation of the project
2. Progress in the purchase of equipment
3. Other questions regarding the project implementation.

Decisions:

1. Prolongation of the project

The coordinator informed the project partners about the general progress in the project and about options for prolongation of the project.

The project is generally running fairly good but has several delays because of external conditions; first of all because of the COVID-19 pandemic that has retarded the purchase of the necessary equipment. Because of the pandemic we had to postpone two out of three planned training sessions. Also mostly because of the pandemic, the registration process of new curricula is not completed yet. The Algerian partners cannot teach the new curricula until the registration is completed. Also, the PAGIS system is not really launched yet.

The coordinator provided a short overview of consultations with the project managing officer at European Commission who recommended considering the option of requesting a prolongation of the project (by e-mail 07 January 2021). The best option is to apply a prolongation for one year.

It was unanimously decided to apply for a prolongation of the project for one year. Doing so would make it possible to realize all project goals as foreseen in the proposal and contract and thus no changes to the WPs are necessary except for an adjustment of the timetable.

The partners discussed the option of changing the budget. The rules allow changes for the existing budget by 10% without any approval from the European Commission. It is likely that we cannot use up all the travel funds. If so, these funds should be used for salary payments as people have to work more compared to the original plan. The general opinion was that major changes to the budget are not necessary at this stage.

The coordinator proposed that the existing salary funds should be divided, if possible, between four years. This position was agreed by all partners.

2. Purchase of equipment

The coordinator reported that the IT equipment has been purchased via the public procurement system of Tallinn University of Technology. Some items (e.g., different laptops and printers) have been unified towards higher performance devices. Most of items have already arrived and are stored in the premises of Tallinn University of Technology.

Svetlana Jasic (P5) informed the partners that the tenders for purchase of sensor devices were mostly successful and the relevant contracts are under preparation. The contracts will be threelateral, between partner EXOLAUNCH, Algerian universities and the supplier.

The suppliers were not able to provide two items from the list (GreenSeeker and SunNav AG100). The coordinator agreed to explore the option for purchase of these items via suppliers of the Tallinn University of Technology.

It is not possible to provide one of the desired items (spectrometer) as this is a custom-built device that cannot be designed, built and delivered within a reasonable time period. It was agreed that the options of purchasing this device will be reconsidered after the application for prolongation of the project will be processed, depending on the actual costs of the equipment that is now being purchased.

Svetlana Jasic (P5) asked the Algerian partners to prepare agreement(s) with local customs clearing agencies. The relevant costs can be paid from the project budget. The coordinator agreed to prepare contract(s) with the Algerian universities about handing over the equipment as donation from the European Commission to the partner universities.

3. Other issues

- It is time to finalize reporting about salary expenses for the second project year.
- As some accompanying documents of financial reports (physical boarding passes) seem to be missing (eventually lost – posted by the participating persons but not received by the coordinator), the relevant partners will be asked to prepare the relevant formal letters
- The partners asked for clarification of the division of the salary expenses between WPs. This division is not foreseen in budgets for each partner in the proposal and in the contract. The coordinator agreed to prepare an indicative distribution.
- The feedback from the European Commission to the mid-term report has not arrived yet. The coordinator will share it as soon as it arrives.

List of participants

No	Organisation	Acronym	Name, Surname, Position, Email of Authorized Representatives
P1	Tallinn University of Technology	TalTech	Tarmo Soomere, Coordinator, tarmo.soomere@cs.ioc.ee
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P6	Djillali Liabes University	UDL	Abdedaim KADOUN, Vice-rector akadoun@yahoo.com Nora TALHA, CUPAGIS workgroup member noratalha@yahoo.fr, Riad Djellouli djellouli_riad@yahoo.fr
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