



# capri

**Cognitive Automation Platform  
for European PProcess Industry  
digital transformation**

## Deliverable

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### DI.3 Report I-Minutes of project management meetings (M6)

Deliverable Lead: CARTIF

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## EXECUTIVE SUMMARY

This document belongs to the framework of WP1 (Coordination and Management) of the CAPRI project and provides minutes of discussions held in the First periodic meeting (month 6). Once every six months there will be a periodic meeting of all partners to assess progress on ongoing tasks, review next steps, and adjust the work plan accordingly if necessary

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## RELATED DELIVERABLES

Table 1: Related deliverables.

Number	Full name
D1.1	Kick-off meeting result report, financial and technical agreements (M1)
D1.6	Report 2-Minutes of project management meetings (M12)
D1.7	Report 3-Minutes of project management meetings (M18)
D1.8	Report 4-Minutes of project management meetings (M24)
D1.9	Report 5-Minutes of project management meetings (M30)
D1.10	Report 6-Minutes of project management meetings (M36)
D1.11 (final version)	Final Report: Minutes of project management meetings (M42)

Once every six months there will be a periodic meeting of all partners to assess progress on ongoing tasks, review next steps, and adjust the work plan accordingly if necessary

# LIST OF ACRONYMS

Table 2: List of acronyms

Acronym	Full name
AIMEN	ASOCIACION DE INVESTIGACION METALURGICA DEL NOROESTE (partner #9)
AMS	APPLIED MANUFACTURING SCIENCE SP. Z O.O (partner #12)
BFI	VDEH-BETRIEBSFORSCHUNGSINSTITUT GMBH (partner #5)
CA	Consortium Agreement
CAPRI	Cognitive Automation Platform for European Process Industry Digital Transformation
CAR	FUNDACION CARTIF (project coordinator, partner #1)
CS	Cognitive solutions
CORE	CORE INNOVATION AND TECHNOLOGY OE - CORE INNOVATION (partner #10)
EIF	EIFFAGE INFRAESTRUCTURAS (partner #6)
ENG	ENGINEERING - INGEGNERIA INFORMATICA SPA (partner #2)
GA	Grant Agreement
MSI	MONDRAGON SISTEMAS DE INFORMACION SOCIEDAD COOPERATIVA (partner #8)
NISSATECH	PRIVREDNO DRUSTVO ZA PRUZANJE USLUGA ISTRAZIVANJE I RAZVOJ NISSATECH INNOVATION CENTRE DOO (partner #11)
POLIMI	POLITECNICO DI MILANO (partner #4)
RCPE	RESEARCH CENTER PHARMACEUTICAL ENGINEERING GMBH (partner #3)
SID	SIDENOR ACEROS ESPECIALES SL (partner #7)
WP	Work Package

## I Deliverable Description

CARTIF, acting as project coordinator arrange the details of the project meetings (including the agenda) in a timely manner. Representatives from the consortium members assisted to the meeting and shared their experience concerning the development of CAPRI project. They evaluated the action taken in the first six months of the project and also study the upcoming activities.

The presentations of each partner were previously uploaded to Alfresco shared repository, and could be seen by all the members of CAPRI consortium.

## 2 Agenda schedule

### 2.1 Day I

Day I: 09/10/2020

ITEM	START	END	PRESENTER
<b>Welcome and general presentation of the project status</b>	9:00	9:15	CAR
<b>WP 1 review</b>	9:15	9:25	CAR
Person of contact for tasks, pre-financing payments			
<b>WP 2 review</b>			
<b>WP 2 presentation general</b>	9:25	9:40	CAR
<b>WP 2 Asphalt</b>	9:40	10:10	CAR, EIF, AIMEN
Summary of each CS			
Current status (analysis pending, next steps, planning)			
Current version of Functional and non-functional requirements of each CS			
<b>WP 2 Steel</b>	10:10	10:40	SID, MSI, BFI
Summary of each CS			



Current status (analysis pending, next steps, planning)			
Current version of Functional and non-functional requirements of each CS			
<b>WP 2 Pharma</b>	10:40	11:10	RCPE
Summary of each CS			
Current status (analysis pending, next steps, planning)			
Current version of Functional and non-functional requirements of each CS			
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<b>Coffee break</b>	11:10	11:25	
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<b>WP 4 review, next steps</b>	11:25	11:35	ENG
<b>WP 6 review, next steps</b>	11:35	11:55	CORE
<b>WP 7 review, next steps</b>	11:55	12:15	MSI
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<b>AMENDMENT</b>	12:15:	12:45	CAR
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<b>Any other business</b>	12:45	13:00	--
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<b>END of first Day</b>	13:00	--	--
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The main topic covered in the Periodic meeting was the WP2 started 1<sup>st</sup> September.

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For the review of the WP2, T2.1, for each use case there were specific guidelines that were followed by all partners. The guidelines were the following ones:

- The explanation can be done by one person or several, not only necessarily from the same company.
- The reserved time will include time for the explanations and for questions if there are any.
- The duration of the intervention will be 30 minutes per each case, in this slot must to explain:
  - Summary of each CS
  - Current status (analysis pending, next steps, planning)
  - Current version of Functional and non-functional requirements of each CS

The WP2 started this month (September 2020) and will run for the next two month (until November 2020) and comprises three use cases (pharma, steel and asphalt). The partners involved in their development provided a presentation about the main aspects of the WP.

Also other WPs (1, 4, 6 and 7) were covered with a brief review of each one.

As the final topic treated in this first session was the amendment of the GA and the CA. The General Assembly of CAPRI project deals with the proposal of changes to the GA, accepting their submission to the Funding & Tenders Portal of the European Commission. CAR reminded that some copies of the internally approved CA amendment are still missing.

## 2.2 Day 2

Day II: 10/09/2020

ITEM	START	END	PRESENTER
<b>KOM Task T2.2</b>	14.00	14.15	Angelo Marguglio/ Gabriele De Luca (ENG)
<b>WEBINAR (MIDIH FIWARE LANE)</b>	14.15	14.45	Gabriele De Luca (ENG)
<b>WEBINAR (MIDIH APACHE LANE)</b>	14.45	15.15	Nenad Stojanovic (NISSA)
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<b>KOM Task 2.3 – INTRO</b>	15.15	15.30	Sergio Gusmeroli (POLIMI)
<b>KOM Task 2.3 – DREAMY4.0</b>	15.30	15.50	Anna De Carolis (POLIMI)
<b>KOM Task 2.3 – TESTINDUSTRY4.0</b>	15.50	16.10	Anna De Carolis (POLIMI)
<b>KOM Task 2.3 – 6Ps Migration Model</b>	16.10	16.30	Sergio Gusmeroli (POLIMI)
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<b>KOM WP3 - Analysis of Cognitive Solutions and Discussion</b>	16.30	17.30	Silvia Poletti/ Giacomo Biscardo (POLIMI), ALL
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<b>END of 6M Meeting</b>	17.30	--	--
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In the previous day was held the general overview, but in the second session we treated specifically the start of some tasks of WP2 (2.2 and 2.3) and the beginning of WP3. A couple of webinars were held also. In this part of the presentation, Gabriele De Luca from ENG and Nenad Stojanovic from NISSATECH partner share their experience with the use of MIDIH LANE (MIDIH FIWARE LANE and MIDIH APACHE LANE).



### 3 Conclusions

At the end of the meeting, the coordinator summarized the main conclusions extracted from the different sessions and the commitments that each partner has for the following months. Next steps to be taken are summarised below:

1. Mailing list. Revise and inform to CARTIF.
  - Revise the mailing list
  - Responsible for each task (2.2, 2.3, WP3 and WP4)
  - Due Date: 15 September
2. CA amendment => Still pending sending the signature some partners (04\_POLIMI, 08\_MSI, 12\_AMS)
  - Due Date: as soon as possible.
3. GA amendment=> Still pending to submit the proposal of amendment.
  - Due Date: as soon as possible.
4. Requirements functional and no functional.
  - Due Date: 25 September
5. Upload the last version of personnel involved in each task to Alfresco shared repository.
6. T2.2 -> D2.1 -> 30 September: Freeze the Table of contents and assignments (ALL)
7. Gantt and resources allocation.
  - Due Date: 18 September
8. WP 3-> New Requirements and development for the architecture of reference identified by 30 September
9. WP 3-> WP3 Detailed GANTT for all the CS' to be circulated by 30 September
10. WP 3-> 1 October start the developments (according to the GANTT) in the designated Labs

