



Deliverable 6.4: Second project meeting

**Accelerating Innovative practices for
Spraying Equipment, Training and
Advising in European agriculture.**



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1.0	15 Dec 2018	First version
1.1	9 Jan 2019	Comments and changes suggested by the partners

Abstract

This deliverable shows the minutes of the Second Project Meeting that took place in Athens (Greece) on Dec 11th 2018.

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1. General information of the meeting

The Innoseta Kick-Off meeting took place in Athens on the 11th December 2018. The main objective of the meeting was to have an overview of the project development and to establish the Innoseta work plan for the coming months. It was also an opportunity to ensure that all the 15 partners had a common understanding of the project and their roles and to get more information on the project management formalities. The meeting was carried in the facilities of Agricultural University of Athens, organized by the AUA partner.

Annex I shows the specific agenda for this Second project meeting.

1.1 Attendants

The people who attend to the meeting in representation of each institution are shown in the next list:

NAME	PARTNER
Panagiotis Stamatelopoulos	AGENSO
Zisis Tsiropoulos	AGENSO
Manolis Orfanos	AGENSO
Chrysi Papadogianni	AGENSO
Evangelos Anastasiou	AGENSO
Spyros Fountas	AUA
Michael Koutsiaras	AUA
Alex Koutsouris	AUA
Vasiliki Kanaki	AUA
Vanja Bisevac	CEMA
Thanos Balafoutis	CERTH
Daniel Rossi	CONFAGRICOLTURA
Nenad Peric	COPA
Eric Liégeois	EC (DG SANTE)
Andreas Thierfelder	ECPA
Francesca Ydraiou	HCPA
Eirios Hugo	IFV
Sébastien Codis	IFV
Adrien Lienord	IFV
David Nuyttens	EV ILVO
Evi Lippens	EV ILVO
Paolo Balsari	UNITO
Fabrizio Gioelli	UNITO
Paolo Marucco	UNITO
Gonzalo Corrales	UPA
Emilio Gil	UPC
Montse Gallart	UPC
Eskil Nilsson	VISAVI

Helma Hoff	ZLTO
Adam Kalinowski	ZODR
Piotr Mazur	ZODR

2. Minutes

In this section, the most important contributions made in the meeting will be exposed using the agenda main items. Moreover, all sessions' presentations are made available to the consortium through the Innoseta Wiki (https://innoseta.upc.edu/wiki/index.php?title=2nd_Project_meeting).

Welcome

Spyros Fountas and Alex Koutsouris, in representation of the hosting institution (AUA), welcomed all the attendants.

Emilio Gil, as a PO, also welcomed the participants and explained the importance of the meeting to clarify some points and to expose the progress of the work.

Prof Gil also introduced Mr. Eric Liégeois from the DG Sante (EC) and remarked the challenge of the project to create something interesting and useful for the agricultural sector, and especially the interesting link with risk assessment activities carried out by DG SANTE.

Overview of the project status and meeting programme

Project Coordinator (PO) presented in general lines the work already done.

He explained that all the deliverables were submitted on time in the EC portal. However, he remarked that the project is in a relative delay regarding WP1 and the project need to be moved on.

WP1: Inventory of research results and industry solutions on SETA in European agriculture

Fabrizio Gioelli (UNITO) did a general overview of the WP status and activities already done, including the corresponding tasks, and remarked the deadlines of D1.2, D1.3 and D1.4 (to be finished by **April 30th 2019**). All partners have to move fast and collect SETAs. He also reviewed some of the critical points of the google form for SETA collections and the main problems encountered. He also presented some figures about its searching on European projects and articles. Zisis Tsiropoulos (AGENSO) presented also the status of Task 1.1 and Emilio Gil (UPC) showed the main activities of Task 1.4, related to training and advising material collection. He explained that

more than 100 SETA has been already collected but not already uploaded, waiting for the clarification of the template.

Some points were remained/remarked/discussed and agreed for WP1. Following, there are the most important points:

- It is necessary to validate SETA entries by searching for identified stakeholders. Regional Workshops are indeed related with this. This will be made after the first SETA's collection phase.
- 2010 was established as a baseline date but it is possible to include SETAs beyond that point, especially for training materials. It could be included previous training material but with some review after 2010.
- The industry will participate in SETA collection after the first phase, when the platform will be already launched. CEMA remarked the importance of inviting industry companies to feed the platform. It was agreed that only consortium partners will participate in gathering SETAs before the platform is completely ready. However, the industry sector has to be involved for the Regional Workshops, where SETAs will be discussed and classified.
- The industry solutions have to be included in general terms, like "air injection nozzle" without reference to a particular brand or company. This is important for the "SETA identifiers".
- In the case of the research and public funding projects, the consortium will be focused just in those affecting European territory. In the case of training materials, research papers and industry solutions, the data base will be open to worldwide. However, industry solutions included have to be useful for EU agriculture/farmers.
- UNITO will be in charge of searching European projects. Complementarily, every single partner is in charge of searching national projects at their local level.
- Defined partners (UNITO, UPC, ILVO, IFV, CERTH) are in charge of searching technical articles in local languages. It is important that they have to be useful for advisors and farmers. This part must be especially considered, as one of the most important and useful tools for farmers/end users. Scientific and research articles are important, but they are not the base line for end users. So, it was agreed to put much more effort on technical articles in the local languages.
- It was remarked that INNOSETA will be addressed to all stakeholders related with SETA but partners would have to put more efforts in those SETAs especially useful for advisors and farmers. For this reason, it is important to search SETAs in local languages, both at technical articles and industrial developments.
- Copyright of papers (mainly scientific articles) should not be a problem because links to the original source of research/technical papers will be added instead the text. There were also some other proposals such attaching pre-printed versions, open-source articles. However, any agreement was specified in this aspect.
- Concerning EU projects and the SETA database structure, there was a discussion about some of the mandatory fields in google form and the necessity to follow EIP-Agri format. It

was postpone until knowing the EC Officer's point of view. However, most of partners agreed that EIP-Agri is the framework but it has not to be mandatory. Mr Gioelli (UNITO) addressed some important points to be clarified in order to speed up the SETA collection activity.

- Mr Gil (PC) suggested to address this question to EU Project Officer in order to have a clear and objective answer.
- It was pointed out the necessity of adding a guided keyword field and to change the field "Description of the project" by "Abstract" to be more comprehensible.
- The goal of Innoseta is to include at least 100 industrial solutions. A minimum of 10-15 solutions per country has to be provided for the partners.
- IFV remarked the importance of classifying the SETAs or at least doing some kind of organization/classification, which can be selected by the Innoseta user. It was finally agreed that this classification will be arranged after SETA collection, especially during the regional workshops.
- According the official answer received from the project officer (see below) it was agreed that AGENSO has to change some aspects of the google form:
 - o Change from **mandatory** fields to **recommended** in order to facilitate the introduction of the data
 - o Substitute "Description of the project" by "Abstract"
 - o Delete the price field in the Industry Solutions. There is no added value
 - o Sent to the rest of partners **practical instructions** about how to fill google form including some examples. They also have to provide the excel sheet just in case some partners prefer to use it.
 - o All the previous activities shall be performed before December 24th 2018, in order to have the final and definitive version of google form ready to be used by January 2nd 2019.
- It was agreed a monthly skype to follow the progress of WP1. Skye will be organized by UNITO as responsible of WP1
- UNITO gave some deadlines about filling the google form (excel sheet) that all partners have to follow to achieve finishing the deliverable on time.

As WP1 and its structure are key aspects to guarantee the correct functioning of the project, it is absolutely mandatory to fulfil the previous agreements.

Concerning the organization of SETA collection, the following aspects were agreed:

- **Research projects:** UNITO will be responsible to collect all the EU projects at international level and national/local projects. The rest of the partners will collect only national/local projects in their own countries. At least 10 local projects per partner will be collected (**April 30th 2019 deadline for D1.2, February 22nd 2019 for data entry in the database by all partners**).

- **Research and technical articles:** UNITO will be responsible to collect the research papers at global level, but mainly focused at EU level. Every partner is responsible to collect technical articles in the local languages. At least 10 technical articles in local languages will be collected by each partner (**April 30th 2019, deadline for D1.2, February 22nd 2019 for data entry in the database by all partners**).
- **Industrial solutions:** UNITO will be responsible to collect the industrial solutions at EU level, applying the previous agreements. Every local partner will collect at least 5-10 local solutions (**April 30th 2019, deadline for 1.3, February 1st 2019 for data entry by all partners**).
- **Training and advising:** UPC will be responsible to collect training and advising solutions at global level (mostly EU level). Every local partner will collect 10-15 training and advising material in local languages (**April 30th 2019, deadline for 1.4, February 15th for data entry by all partners**).

Once the data base will be completed, the rest of the partners will check it and will implement it, if it is necessary. At this step, inputs from CEMA, ECPA and COPA-COGECA will be especially important.

WP2: Assessment of farmers' needs & identification of factors affecting innovation adoption & diffusion of spraying best practices (AUA)

Alex Koutsouris from AUA explained the situation in WP2.

Farmers' interviews have to be finished at most by mid-January (only UNITO has sent the complete excel file). When sending the file to AUA, it is important to briefly explain the context of SETA in each country and the main problems encountered which may result in not following the sampling guidelines concerning the numbers of interviewed user/non-users (adopters/non-adopters)

The field "total area" included in the survey means the total area of the target crop. Partners agreed that they will include both the total area of the target crop (that in which interview is focused) and the total area of the farm (next question).

It was pointed out that sometimes the guidelines about the number of users and non-users participating in the survey may not be representative of the country, but AUA remarked that the main aim of the survey is to compare non-adopters/adopters.

Most of involved partners have already finished with the interviews according to the initial schedule. It was agreed that partners will send the data collected in the dedicated excel sheet, as soon as possible, preferably during the second week on January. WP2 leader will be arrange the statistical analysis of the obtained results (**March 31st 2019**).

Experts' interviews will also take place in January. Interview schedules and guidelines will be sent to partners before Christmas vacations.

WP3: Interactive multi-actor innovation and networking on SETA

Sébastien Codis together with Eirios Hugo and Adrien Lienard (IFV) presented the main work carried out in WP3. The main dates for regional workshops, transnational workshops and brokerage events were reminded and the status of SETA networking mapping inventory was also exposed. It was also presented the guidelines to organize the first regional Workshop, that will be organized in Montpellier on **June 18th 2019**, the day before the next project meeting. This will be an excellent opportunity for the rest of the partners to experience about how to organize these important events. IFV remarked that they presented the guidelines as a proposed tool to be used during the organization of the workshops. Also, IFV recommended to follow the guidelines as much as possible. However, partners have the flexibility to adapt it to their necessities/restrictions but keeping in mind the expected results and goals of these workshops.

It was clarified that the main goal of collecting data about mapping of existing networks is to include all of this information in Innoseta platform (in the calendar for the events and in a interactive map for the rest).

Partners such as ECPA and also its national associations have to be included as participants into the workshops. It has to keep in mind the goal of this information.

Before **January 31st 2019**, partners have to include the information in the google form (mail of Eirios Hugo at 30/11/18 18:20). The main information about WP3 activities will be also available in Innoseta wiki.

WP4: SETA Platform and SETA webpage

Evi Lippens (ILVO) explained and showed the function of the platform and the main functionalities (mock-up).

It was discussed about how to receive the feedback for website users (such as SETA rates, receive opinions, comments). It has to be discussed in the following skype meetings.

Translation of the webpage will be implemented. Partners have to review the translation in the webpage. Most of partners already translated the website to their local languages. It was agreed to send it to ILVO at the most by **31st December 2018**. Then ILVO partner, in collaboration with Michael Koutsiaras (AUA) they will implement the final version of the website.

All partner have the responsibility to feed-up the Innoseta website, by sending to responsible (Michael Koutsiaras, AUA) all their information, activities, pictures... It is absolutely important to guarantee a very well updated website.

Project Coordinator and the rest of the partners they congratulate to ILVO partner for their intense, attractive and useful work they done in the development of the website.

It was agreed that a specific part for upload and publishing the project deliverables (the public ones) has to be added at Innoseta webpage.

WP5: Dissemination and communication

Michael Koutsiaras (AUA) explained some of the main actions already done.

Partners have to provide during the following days the local contact list to send the newsletter. The contact list shall be sent from all partners to Michael Koutsiaras (AUA) before the end of the year (**December 31st 2018**). Then AUA, as responsible of communication, they will send a common mail announcing the newsletter. This mail will include the mandatory disclaimer concerning the Data Protection European Framework.

All dissemination materials have to be translated. Partners of each hub are in charge of these translations. It is important to maintain the webpage active and updated.

It was asked an easy way to translate the materials, for instance sending ppt, docs, etc. instead other kind of files (Indesing, etc.).

It was discussed the differences between D5.3 (Report on Innoseta regional innovation workshops) and D3.3. It was agreed that D.5.3 has to be focused in the material producer (for the dissemination point of view) for regional workshops and other similar activities and D3.3 in the main conclusions obtained and the impact of them. Keep in mind the description included in the Grant Agreement.

It was pointed out the key role of ECPA, COPA and CEMA to disseminate the project.

Michael Koutsiaras (AUA) will provide to the rest of partners:

- some kind of template to communicate the events related with Innoseta. This is very important to keep the webpage updated. Template will be uploaded into the Innoseta wiki and it will be ready by **January 15th 2019**.
- some slides with practical information about how to present Innoseta webpage. Also, this information will be uploaded into Innoseta wiki.
- a plan for dissemination regional workshops.
- improved version of the Innoseta template (pptx) in order to not be so heavy (in Mb terms)

The webpage has to include some section to upload the deliverables and any other public report about project. They are public.

WP6: Project Management

Mr. Gil gave a general overview of the following deliverables and pointed out some of the key activities for the following 6-month period (collection of SETAs, organization of Regional Workshops, finishing the survey about farmers' need, communication and dissemination, etc.)

He also reminded that the next meeting will be in **Montpellier on 19th June** hosting for the IFV colleagues.

Mr Gil (PC) remarked some of the difficulties encountered and some administrative issues about reporting. As it was agreed, the first interim report (every 9 months) will be made next February

(**February 28th 2019**) and specific session about administrative issues of the project will be organized but the Fourth Meeting of the Project (Italy, November 2019). This specific session will be important and very useful to prepare the mandatory periodic report (EC) in the middle of the project.

It was pointed out the importance that partners collaborate in introducing relevant information in Innoseta Wiki, especially WP leaders to avoid problems with communications and loss of information through too many emails. Files greater than 2 Mb cannot be currently uploaded but it can be solved adding a link to a cloud repository.

Each WP leader has to organized monthly skypes in order to follow the activities of each WP. All the Skype minutes shall be uploaded into Innoseta wiki.

PC addressed some words about the importance of Practice Abstracts. Thanos Balafoutis (CERTH) explained his experience in Practice Abstracts in Smart-Akis project, and how this process shall be arranged.

Project coordinator (UPC) will provide some instruction to do Practice Abstracts. Each partner will be in charge of producing some practical Abstracts. It was agreed that UPC will prepare a list of targets for every WP leader, including the intended number of Practice Abstracts and the main related topics or ideas. This list will be uploaded into Innoseta wiki by **January 31st 2019**. UPC will send clear instruction to the rest of partners. It was remarked that they have to be useful and practical. Probably, the results of regional workshops can be summarized in a Practice Abstracts.

It was proposed to do Practice Abstracts about commercial solutions but more work has to been done in relation of this.

Some administrative question came up:

- CEMA asked about the possibility to send one of their associated in the project meeting (and transnational workshops) instead of someone working by the institution, and the possibility to charge travel expenses to their budget.
- IFV asked if they could spend some money of the Regional Workshops to simultaneous translations, moving some budget from the one planned to rent rooms.
- VISAVI asked if there could be transfer of money between budget items to organize regional workshops.

All the previous questions, and other similar, will be solved by PC, after receiving directions from the European Officer at UPC and, if its needed, from the Project Officer from EC.

Presentation from EU Commission

Mr. Eric Liégeois, in representation of DG SANTE, remarked the interest of INNOSETA project for EC and specifically for the activities carried out by DG SANTE regarding Risk Assessment. Mr Liégeois also remarked the expectation of the project and he underlined the importance to create a useful tool for the farmers as final users.

Mr Gil (PC) thanked the presence of active participation of Mr Liégeois during the project meeting. Also he addressed to the rest of the partners the importance of having representative from DG SANTE in the core of the project. This fact has to be one more reason to develop a very useful tool to achieve the expected objectives.

Other questions

PC received answer of the Officer about the question postpone in WP1 and google form. Finally it was agree that:

- EIP-Agri format has to be followed as maximum as possible but it is not mandatory.
- For projects included in EIP-Agri and Cordis, the link will be added as well as minimal information (keywords, abstract, title,...). Duplicate information will be avoided.

Meeting ended around 18.00h of December 11th 2018.

3. Main actions

What	Who	When
Final versions of D1.2 and D1.3	UNITO	30 th April
Final version D1.4	UPC	30 th April
Modify google form for SETA collection	AGENSO	24 th Dec. (2018)
Sent google form and excel sheet with practical instructions to involved partners	AGENSO	24 th Dec. (2018)
Doodle to organized monthly skype to follow WP1 progress	UNITO	24 th Dec. (2018)
Search minimum 10 national projects and technical papers and sent to UNITO	1 partner/hub + CEMA+ECPA+COPA	22 nd February
Search minimum 15 National industry SETA Products and sent to UNITO	1 partner/hub + CEMA+ECPA+COPA	1 st February
Search minimum 10-15 national training and advising materials	1 partner/hub + CEMA+ECPA+COPA	15 th February
Final list of products	UNITO	1 st March
Statistical analysis of farmer's survey	AUA	31 st March

What	Who	When
First Regional Workshop	IFV	18 th June
Fill google form about relevant existing networks	All partners	31 st January
Webpage translations sent to ILVO and AUA	1 partner/hub	31 st Dec. (2018)
Contact list for newsletters in local languages	All partners	31 st Dec. (2018)
Event communication template and instructions	AUA	15 th January
First financial report (M1-M9)	All partners	28 th February
Instructions to create Practice abstracts	UPC	31 st January
Third Project Meeting	IFV-UPC	19 th June

4. Pictures of the meeting



More photos can be found at Innoseta social media (twitter, Facebook and Instagram)

https://www.instagram.com/innoseta_thematicnetwork/

<https://twitter.com/innosetanetwork>

<https://www.facebook.com/InnosetaNetwork/>