



# PortForward

## 4<sup>th</sup> Project Management Meeting

**Date:** January 22 – 23, 2020

**Venue:** Autoritat Portuària de Balears HQ  
Moll Vell 3-5, 07012, Palma de Mallorca, Spain

### Agenda

#### Day 1

Wednesday Jan 22, 2020	Project WP and Use Cases review	
09.00 – 09.30 a.m.	Arrival	
09.30 a.m.	WP10 – Project Management <ul style="list-style-type: none"> <li>• Overview of relevant topics</li> <li>• Deliverables</li> <li>• Reporting period guidelines</li> <li>• Event planning, PM meetings and workshops</li> </ul>	Christian Blobner
09.50 a.m.	WP2 – PortForward framework design <ul style="list-style-type: none"> <li>• Review of work and Deliverables</li> <li>• Planning of further work</li> <li>• Discussion</li> </ul>	
10.10 a.m.	WP3 – IoT-enabled ports <ul style="list-style-type: none"> <li>• Review of work and Deliverables</li> <li>• Planning of further work</li> <li>• Discussion</li> </ul>	
10.30 a.m.	Health break	
11.00 a.m.	WP4 – PortForward services <ul style="list-style-type: none"> <li>• Review of work and Deliverables</li> <li>• Planning of further work</li> <li>• Discussion</li> </ul>	
11.20 a.m.	WP5 – Green Scheduling & Sustainability of operations <ul style="list-style-type: none"> <li>• Review of work and Deliverables</li> </ul>	



	<ul style="list-style-type: none"> <li>• Planning of further work</li> <li>• Discussion</li> </ul>	
11.40 p.m.	<b>WP6 – The PortForward Dashboard &amp; technical validation (TRL 4-5)</b> <ul style="list-style-type: none"> <li>• Review of work and Deliverables</li> <li>• Planning of further work</li> <li>• Discussion</li> </ul>	
12.00 p.m.	<b>WP7 – Use cases &amp; impact assessment</b> <ul style="list-style-type: none"> <li>• Review of work and Deliverables</li> <li>• Planning of further work</li> <li>• Discussion</li> </ul>	
12.20 p.m.	<b>WP8 - Valorization and market assessment</b> <ul style="list-style-type: none"> <li>• Review of work and Deliverables</li> <li>• Planning of further work</li> <li>• Discussion</li> </ul>	
12.40 p.m.	<b>WP9 - Dissemination/Communication/Exploitation</b> <ul style="list-style-type: none"> <li>• Review of work and Deliverables</li> <li>• Planning of further work</li> <li>• Discussion</li> </ul>	
01.00 p.m.	Collection of learnings	
01.30 p.m.	Lunch	
02.30 p.m.	Port Visit – Visit to Porto Pi Lighthouse Museum <i>(There will be a bus ride provided)</i>	
03.30 p.m.	Review Use Cases	
05.00 p.m.	Workshop closure / Feedback	
05.30 p.m.	End of day 1	
07.30 pm	Social Event – City Centre Visit Guide Walkaround	
08.30 pm	Joint Dinner	



## Day 2

Thursday Jan 23, 2020		
Working Groups		
09.00 a.m.	Recap and perspectives for the day	FhG/IFF
09.15 a.m.	Working group 1 – Reporting, review preparation	
11.15 p.m.	Health break	
11.30 a.m.	Working group 2 – PF Dashboard	FhG/IFF, Mar.TE, Acciona
01.30 p.m.	Lunch	
02.30 p.m.	Working group 3 – Architecture and data exchange	LEITAT, FhG/IFF
04.30 p.m.	End of day 2	

## Pointer on the Working Groups

Day two will consist on in-depth work on specific topics relevant to the current priorities of the project with respect to the next deliverables and also with respect to the upcoming research over the next couple of months. Therefore, the whole consortium will come together in three individual thematic working groups to on the one hand define the next steps for the work and on the other hand, and more importantly, to establish a common understanding of the separate project elements and how they fit together.

To this end, the major expected results of the working groups are

- to establish a common understanding between all partners of the individual project elements, how they fit together, and
- to clearly define the next interim project goals and foster an understanding for what is expected from each partner to achieve those.

### Guiding questions for Working Group 1 – Reporting, Review Preparation

- We will have a look at the technical report, which needs to be submitted by the end of February (at the latest).
- Partners will have to provide information on task specific involvements
- Discussion on specific reporting elements
- Discussion of PM distribution over all tasks
- The aim is to cover as much of the report on site in Palma to reduce contributions by email

### Guiding questions for Working Group 2 – PF Dashboard

- Overview and approaches for the dashboard - what is it, central interface for all development partners
- Mar.TE will provide info on Port Authority Dashboard, on strategic indicators, as a component (service) of the overall PF Dashboard
- Dashboard approaches from Acciona and IFF related to use cases
- Discussion – Requirements of development partners towards the dashboard

### Guiding questions for Working Group 3 – Architecture and data exchange

- introduce the different possibilities available by the platform and the middleware and try to provide our vision to the questions the partners may have from the architectural and technical point of view
- Information from D2.2 regarding security (single sign on - SSO), services and users must authenticate, we must and can separate them
- Service architecture - Linux server with Docker to replace VFK, requirements for the services
- Function and data driven services vs. UI service (e.g.) for dashboard



## Meeting Venue

Autoridad Portuaria de Baleares HQ, Moll Vell 3-5  
07012, Palma de Mallorca, Spain  
[www.portsdebalears.com](http://www.portsdebalears.com)

<https://www.google.com/maps/dir//Autoritat+Portu%C3%A0ria+de+Balears,+07012,+Illes+Balears/@39.5664041,2.6443104,15z/data=!4m9!4m8!1m0!1m5!1m1!1s0x1297925ac4142dc3:0x13bd523edb8a252c:2m2!1d2.6443104!2d39.5664041!3e0>

## Hotels

Saratoga Hotel – is placed in a very central area and really close to the venue  
[www.hotelsaratoga.com](http://www.hotelsaratoga.com)

Costa Azul Hotel - another good option, as it is pretty close to the venue, just 10 - 15 minutes walking  
<https://www.hotelcostaazul.co.uk/>

## Social Event

City Centre Visit Guide Walkaround

## Dinner

A joint dinner will take place at:

**TBD**

## Contacts at Ports de Balears:

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## **Participants List, 4th Project Management Meeting Day 2, Jan. 23, 2020**

Name	Organization	Signature
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