



PETRUS-III PROJECT

(Contract Number: FP7 - 605265)

Deliverable: D4.461

END-USER COUNCIL MEETING

NO. 1

Nature of the deliverable		
R	Report	X
P	Prototype	
D	Demonstrator	
O	Other	

Author(s): Nadja Zeleznik, REC

Reporting period: /

Date of issue of this report: 19 December 2014

Start date of project: 01/09/2013

Duration: 36 Months

Project co-funded by the European Commission under the Euratom Research and Training Programme on Nuclear Energy within the Seventh Framework Programme		
Dissemination Level		
PU	Public	X
PP	Restricted to other programme participants (including the Commission Services)	
RE	Restricted to a group specified by the partners of the PETRUS III project	
CO	Confidential, only for partners of the PETRUS III project	

DISTRIBUTION LIST

URL: [http:// www.petrus3.eu](http://www.petrus3.eu) and <http://www.enen-assoc.org/en/training/petrus-consortium/petrus-iii.html>

Name	Number of copies	Comments
European Commission	electronic copy via website	
Universite de Lorraine (co-ordinator: B.Bazargan-Sabet)	electronic copy via website, email, hard copy	.
Petrus III partners	electronic copy via website	

[PETRUS-III]

Deliverable n°4.461 Version n° 1

Dissemination level: PU

Date of issue of this report: **19.12.2014**



2/11

Scope	WP4 deliverable n°4.461	Version:	1
Type/No.	Report	Total pages	11
Title:	END-USER COUNCIL MEETING NO. 1	Chapters:	
Filename:	PETRUS3- EUC meeting no.1	Suppl. pages:	
Internet	OWL	Phase	final

ABSTRACT:

The minutes of the first End-user Council (EUC) meeting is provided which took place during the third PETRUS 3 meeting in Kalmar, Sweden, on 1st of October 2014. In addition, in the appendix 1, the Terms of Reference for PETRUS 3 EUC is given, with the aim and objectives, scope of the group, members, working methodology, communication procedures and decision making.

RESPONSIBLE:

REC, Nadja Zeleznik

INTERNAL REFERENCES:

PPT presentation: WP4 End-user 1st Meeting

Signatures

	Name	Signature	Date
Prepared by	Nadja Zeleznik		
Revised by	Marjatta Palmu		
	Joaquin Farias		
	Irena Hanusova		
Approved by:	B. BAZARGAN SABET		

Document history

Identifier	Date	Short description
Version 0	November 2014	Version 0 of the deliverable, sent to all participants

Abbreviations

ToR	Term of Reference
IGD-TP	Implementing Geological Disposal Technology Šplatform
EUC	End-User Council

1st End-User Council Meeting – 01 October 2014,

PETRUS III

KALMAR MEETING, Sweden.

30 September – 02 October 2014

Cf. PowerPoint presentation: WP4 End-user 1st Meeting

Minutes, adopted December 2014

Present participants:

Nadja Zeleznik (chairperson) REC

Marjatta Palmu representing POSIVA

Joaquin Farias representing ENRESA

Irena Hanusova representing SURAO

Monica Hammarström (guest) representing SKB and IGD-TP

Excused:

Bojan Hertl, representing ARAO

Stefan Mayer, representing IAEA

Minutes prepared by Petra Norroy, Ecole des Mines de Nancy

Agenda of 1st End-User Council meeting:

1. Welcome, members' presentation
2. Presentation of the objective, scope and activities
3. Reflection on the activities in the first year of PETRUS 3 project
4. Coming activities and planning
5. Other matters

[PETRUS-III]

Deliverable n°4.461 Version n°1

Dissemination level: PU

Date of issue of this report: 19.12.2014



5/11

Ad.1:

Welcome + agenda

cf. Slides 1-2

Nadja Zeleznik (chairperson) welcomed all participants, presented the agenda and expressed thanks to Petra Norroy for drafting the minutes.

Members' presentations (slide 3-4-5).

Each of the present members of the End-Users Council provided information on the status of the radioactive waste and spent fuel management in their respected country and addressed also the needs for the training and education from the PETRUS 3 project point of view. The expectations of individual organisation in the PETRUS 3 projects were given stressing the requests coming from the particular national situation. The details of the national requirements and expectations are given in the PPT presentation (as an separate document for internal PETRUS 3 partners distribution).

From the presentations of the participants to the 1st EUC it was evident that there are needs at the national institutions for the education in the area of spent fuel management due to several reasons:

- Introduction of new spent fuel management assignments on national level, such as starting with new related activities (development of spent fuel interim storage facility, introduction of planning activities for spent fuel management with the aim to assure proper funding, start of the site selection, development of the documentation for licencing process, stars of implementations activities for spent fuel disposal,...),
- Employment of new employees for assuring the implementation of the new activities related to spent fuel management,
- Retirement of the staff and exchange of the human structures with new young engineers and other specialists.

It was recognised by all participants of End-Users Council that harmonised and well developed skills, competences and knowledge for different positions in the spent fuel management are most important and needed. The availability of harmonised university programs for different levels of

education are most desired. Although some problems with new employments was recognised due to the current economic crises in Europe and consequent employment frees, however in near future (perhaps in five years' time), there will be a definite need for recruitment, but it is impossible to say how many engineers and when. It was also stressed that the education and training is needed also for other institutions, not just waste management organisation, like regulatory bodies, technical support organisation and others, therefore the number of interested will be larger than expressed by PETRUS participants and guests.

Ad.2 : Presentation of the objective, scope and activities (slides 7-10).

Nadja Zeleznik stresses what are the main objectives of the EUC:

- to provide advice, insight, input and vision for the strategic development of the project,
- comment and review of the project deliverables and with this help with coordination,
- it also assists the project as potential employers, mentors and resources for internships,
- provides fresh perspective on project sustainability issues.

The EUC of PETRUS 3 is the continuation of End user council from PETRUS 2. The main topics of discussion for this council will be the content of WPs 1, 2 & 3. It must be remembered that PETRUS trainees are not just destined for careers with these end-users, but also may work for other organisations like regulatory bodies, research institutes.

IAEA, represented by Stefan Mayer, is an interested party and at future meetings (unfortunately unable to attend this meeting) will present E&T activities being prepared in this field. At the moment these are predominantly on-line courses.

Nadja Zeleznik reminds members that this council is also responsible for three deliverables. All of them are Minutes for end-user council meetings. The schedule is as follows: 6 months into the project (late), 18 months and 30 months.

She will provide a terms-of-reference document based on and subsequent to the Minutes of this meeting (Appendix 1).

Ad.3 : Reflection of activities in the first year of PETRUS 3 project (slides 12-17)

The discussion about the presented project activities took place. Within the WP 1 the focus is on template for learning agreement, record system for acquired credits and professional and trainee profile – P&SA engineer profile. For WP2 activities are located after month 18 (accreditation procedure, linking ECVET with ECTS and prototype of PD programme). WP 3 is dealing now with development of Ph.D. training courses, an annual Ph.D event and with inter-university cololaboration where also EUC reflection is expected. Other two WPs (4 and 5) are more cross – cutting and will not require the separate contribution on the work, but advise and suggestion from EUC.

Slide 16

All council members consider the Memorandum of Understanding as a very acceptable solution as the more formal link with regard to ENEN instead of direct membership for WMOs in the association at the moment.

Slide 17

Radek Vasicek will update his ICT/Knowledge management tool survey and include the needs of WMOs.

A paragraph on the End-user Council should be included in the next edition of the Newsletter.

Ad.4 : Coming activities and planning (slide 19)

It is unfortunate that planning meetings for the training courses take place in parallel with End-user council meetings. End-user input is necessary and requested. It is suggested an extra hour be added to the end of biannual project meetings for the End-user council members. In this way they will participate in the planning stages.

All drafts need and planned activities need enhancing by end-user members, this is the very reason behind end-user participation in the project. A clear request made for this by **Georges Van Goethem** of the EC. In order for it to be possible, documents for deliverables must be made available in sufficient advance of their deadline. Any deliverable being submitted without end-users having sufficient prior access to it, does not represent the views of the end-users of Petrus 3.

A clear schedule will be prepared for this: a list of deliverables requiring end-user input and to which end-users can add value will be drawn up along with the dates end-users need to receive them (**agreed period: one month before deliverable comments' deadline**). The two end-user council meetings should preferably be organized around these dates so that members may share their comments. If a meeting is too distant in time, comments should be shared by email communication and centralized by **Nadja Zeleznik**, who will resolve eventual conflicting comments.

Council members decide that rather than reviewing the proposed material for the forthcoming PhD event, they should rather comment on the feedback after the event. This would be more efficient and valuable for all concerned and for the future planning.

The point is also made that it is not for the end-user council to comment on university courses, as these are part of national education systems. End-users are, however, interested in knowing how universities are working with respective national end-users and would appreciate WP Leaders reporting on this.

Ad.5 : Other matters

The next End-user Council meeting will take place during the next PETRUS III biannual meeting scheduled for some time in April.

Until the next meeting the interested member from RWM (ex NDA) will be identified.

Appendix 1: Term of References for PETRUS 3 End-User Council (EUC)

Aim and objectives

The aim of the End-User Council is to coordinate and to provide the education and training providers in the Petrus 3 project advice on real end-user needs at different timelines of the geological disposal programmes and to promote the development of E&T resources for the personnel in geological disposal.

The objectives of this Council is to provide advice, insight, input and vision for the strategic development of the project and to comment and review the project's products/outputs from the end-user perspective and with this help with coordination. This includes providing information on the needs and views of stakeholders, providing feedback and advice on programmes and curriculum, communicating and advocating the PETRUS programme interests to external constituencies, assisting the project as potential employers, mentors, and resources for internships contacts and finally providing fresh perspective on project sustainability issues. One of the objectives of EUC is to provide fresh perspective on project sustainability issues.

Scope of the group

The Petrus 3 End-User Council members consist of the Petrus 3 project's waste management organisation (WMOs) partners and of other partner organisations employing personnel in research, education and training. Besides, EUC is open to all interested third party employer end-users in geological disposal, like employers working in consulting, contracting or in supplier roles, the authorities and regulators, and international organisations like the IAEA, and special interest groups aiming at the competence development of their staff.

Members, their roles and authority

The initial members of PETRUS 3 EUC are:

ARAO (Slovenia)/ Bojan Hertl/partner in Petrus3
ENRESA (Spain) / Joaquin Farias Seifert/partner in Petrus3
IAEA (Int'l) / Stefan Mayer/third party
POSIVA (Finland) / Marjatta Palmu/partner in Petrus3
SURAO (Czech Republic)/ Irena Hanusova/partner in Petrus3
REC (Slovenia)/ Nadja Zeleznik/partner in Petrus3
SKB (Sweden)/ Monica Hammarström/third party.

The End-User Council is chaired by REC's representative as agreed during the second PETRUS 3 meeting in Cardiff. The representatives of companies can be substituted by another person. Project coordinator UL (France)/ Behrooz Bazargan-Sabet can be an observer in the end-user council.

The new participants to the EUC are accepted by decision of all EUC members (consensus).

Working methodology and End-User Council meetings

The End-User Council meets formally in connection and during the PETRUS 3 project / steering committee meetings at least three times during the duration of the project. In addition, the EUC may have ad hoc meetings during the course of the project, if needed. The End-User Council produces project's internal informal minutes of its ad hoc meetings and formal public minutes from its formal meetings. The formal assembly minutes (a minimum of three minutes at months 6, 18 and 30 of the project, project deliverable D4.461, D4.462, D4.463) will be produced and reviewed like other PETRUS 3 project deliverables prior their finalisation.

Communication procedures

The End-User Council uses e-mailing, group e-mailing list and the PETRUS 3 OWL web forum for the distribution of its minutes, announcements and other outputs when appropriate. At the minimum, the OWL web forum is used for disseminating the outputs of the End-User Council.

The End-User Council documentation is project internal except for the Terms of Reference, formal End-User Council minutes and the council's contact information.

Decision making

The end-user council does not take decisions by voting. If the end-user council cannot come to a consensus in its meetings about decisions related to its objectives and scope, then the controversial issue will be taken to the PETRUS 3 steering committee meeting for a decision.

Scheme of relationships within different PETRUS 3 structures

