

EffShip Project Meeting Number 1 – Start-Up Meeting Meeting Minutes

Meeting date and time: 2009-12-21, 9:00 – 12:00

Location: SSPA, Chalmers Tvärgata 10, Göteborg, Mässrummet

Meeting Attendees:

Björn Allenström, SSPA

Per Fagerlund, ScandiNAOS

Claes Källström, SSPA

Karin Andersson, Chalmers

Linda Styhre, SSPA

Per Holmström, DEC Marine

Anders Ådahl, Göteborg Energi

Martin Rokka, Göteborg Energi

Thomas Stenhede, Wärtsilä

Ola Stephanson, Wärtsilä

Carl Dahlberg, S-Man AB

Carl-Otto Dahlberg, Svenska Orient Linien

Björn Södahl, Chalmers

Joanne Ellis, SSPA

Fredrik Lewerth, S-Man AB

1. VINNOVAS Evaluation and Contract Conditions

Claes Källström (CK) reviewed the evaluation received from Vinnova for EffShip. EffShip has received funding of 12 000 000 SEK with an official project start date of 2009-12-01 and project end date of 2013-03-31. Vinnova's project officer for EffShip is Claes de Serves. The Vinnova document will be placed on the EffShip project web page.

2. Invoicing Routines

CK provided an example of the type of invoice that should be sent to SSPA for the EffShip project (see powerpoint file Projektmöte No 1 091221.ppt). Moms should not be applied to the invoice. It was proposed that invoices be sent every second month.

3. Consortium Agreement

The consortium agreement needs to be finalized by 2010-05-15, when the first EffShip progress report must be provided to Vinnova. Chalmers has suggested some changes to this document and these were sent out to partners prior to the meeting. One of the main changes is with regards to patentable material (at Chalmers the individual researcher has the right to the patent). The other has to do with having the right to publish material that has been produced by Chalmers after a three month period if there is no patentable material involved. Other points discussed:

- It was decided that the agreement would show three management committee meetings per year. Partners should designate a management committee representative for their organization.
- Some partners e.g. Wärtsilä, Göteborg Energi, and possibly DEC may need specific agreements with each other.

Actions: CK to send out a revised consortium agreement document.

Specific partners that may need special agreements with other partners should develop these agreements and provide to CK for attachment to the consortium agreement.

All partners should review the consortium agreement and provide comments, the name of their management committee representative, and the name of the appropriate person from their organization to sign the consortium agreement.

4. Contact List

CK has sent out a contact list for the project. Updates were made during the meeting and CK will send out a revised contact list.

5. Stena's Interest in Participation in EffShip

Stena has expressed interest in the EffShip project, particularly the Flettner rotor. Björn Södahl identified another ship operator that was interested. CK stated that all partners must be in agreement before a new participant is accepted. It will not be possible to get more money from Vinnova so new participants have to be self-financing and make some contribution to the project. The group is open to considering new participants, but they need to first describe the project area that they are interested in and how they would contribute. CK has a project description document that can be provided to those that are potentially interested in joining the project. The document will be put on the web page.

6. Project Webpage

Bengt Ramne (BR) has created a website for the project. The address is www.effship.com
The group was very positive about the webpage but had a few comments for changes as follows:

- A "password protected" area of the website for working documents, drafts, etc. should be created.
- Chalmers has another logo that should be used and will provide it.
- Carl Dahlberg stated that some of the documents under "Misc presentation" that were not within the public domain and had not been produced by Effship should be not be on the public area of the website.

Action: BR to create "password protected" area of website. Reference documents that are not public to be moved from public area.

All: Send any additional comments and material for the webpage to BR.

7. Project Planning and Start-Up

Per Fagerlund (PF) stated that all WP leaders should develop a work plan and schedule and send it to him by 2010-01-31. Meetings will then be scheduled with each WP to discuss the plans.

Action: WP leaders to prepare work plans and schedules by 2010-01-31.

8. Other

Communication with other relevant projects: Per Fagerlund identified projects from the list approved by Vinnova that would be beneficial to have contact with. There were two relevant projects from Chalmers (Scenariestudier för att förbättra transportsystems miljöprestanda, Utveckling av SCR-system för bättre NOx-rening i fartygsavgaser), as well as a project at

Göteborgshamn. WP leaders should establish contact with approved projects that are relevant to their area.

9. Next Meeting

Date and time: 24 March 2010, 9:00 – 12:00

Place: SSPA Sweden AB, Chalmers Tvärgata 10

Minutes prepared by Joanne Ellis