



COST Action 299 "FIDES"

Chairman: Luc THEVENAZ (+41 21 693 4774, luc.thevenaz@epfl.ch)
Vice-Chairman: Francis BERGHMANS (+32 14 332637, fberghma@sckcen.be)
Secretary: Miguel GONZALEZ HERRAEZ (+34 91 885 65 84, miguelg@depeca.uah.es)
Grant Holder: Mircea HOTOLEANU (+358 19 357 3983, mircea.hotoleanu@liekki.com)



Draft Minutes of the 4th MC meeting

COST Action 299

Optical Fibres for New Challenges Facing the Information Society Friday, 2nd February 2007, Les Houches

1. Welcome

The participants of the 4th MC meeting of COST Action 299 (see Annex I) were welcomed by Dr. Thévenaz, the Chairman of the Action, who thanked the local organizer (Dr. Hervé Maillotte) for the organization of the Technical Meeting. The Chairman also welcomed the new Rapporteur of the Action, Prof. Milan Dado from Slovakia.

For this meeting, Emmanouil Kriezis (GR) was replaced by Dimitrios Zografopoulos (GR).

2. Approval of agenda

The draft agenda for the 4th MC meeting of COST Action 299 was adopted without any amendments. (Annex II).

3. Approval of the Nice meeting minutes

The draft minutes for the 3rd MC meeting of COST Action 299 held in Nice (29-30 September 2007) were approved without any amendments. (see COST 299 document repository)

4. Overview of the present status of the Action

CSO Approval: 14/06/2005

Entry into force: 14/10/2005

End of Action: 18 January 2010.

Total number of Signatories at date: 19 (+1 intention to sign)

The Chairman informs that COST got a good rating by the Council of the EU and so there will be a big increase (50-80%) of the total budget of COST. Hence it is probable that the Action will receive a substantial budget increase. The Chairman informs the MC that the Officer of ICT (Dr. Ferreira) encouraged him to prepare a budget proposal with a justified 40% increase. Since many opportunities had been left aside due to budget restrictions, this is viewed as very positive by the members of the MC.



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The Chairman reported also on the outcomes of the COST Annual Review Meeting (ARM) held in Helsinki in November 2006, in which he presented the progress and ongoing work of the Action.

The Rapporteur, Prof. Milan Dado, informs about the procedure to select the new applications. There were only 4 Actions in ICT that were elected for approval (out of 78). 4 Actions have finished, so the total number of Actions in ICT keeps the same.

Prof. Dado congratulated the Action for the scientific activity developed in the Action up to now, and gave some information on the new policies of COST. The visibility and publicity of the Action is of key importance, and also the liaison with standardization programs. The monitoring of the Actions will be stronger than before. The Rapporteur insisted that in the next ARM the Chairman reports on the completion of the MoU objectives.

Collaboration with other COST Actions and standardization bodies:

- The liaison with COST 291 was not done since S. Taccheo could not come to Les Houches. The Rapporteur offers to establish new contacts with COST 291.
- A. Andersson provided along the Technical Meeting some information on the ITU standardization activities in the domain of this COST Action.

Action dissemination:

The website of COST 299 will be treated in a separate point in this meeting. The Chairman reminds that any publication derived as a result of the collaboration between COST 299 partners should include an acknowledgement to the Action.

The Rapporteur also encourages the dissemination of the work gathered by the Action through books and recommendations. In this particular aspect, Prof. Brian Culshaw and Prof. Jose Miguel Lopez-Higuera are making a book on how to take the scientific device to the product.

5. Critical discussion on the Technical Meeting and Action operation

a. New organization of study groups

In order to make the Action more dynamic, the Chairman asked the WG Chairmen to restructure the WGs in more task-dedicated SGs, and this new structure was presented along the Technical Meeting.



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P. Roy asked that this exercise is made every six months. H. Maillotte asked to have study groups shared between several WGs. It was noted that the structure of the Meetings (serial) was done precisely to keep with this restriction.

The Chairman noted that, from the feedback received, more discussion between the Action members was needed. This could be done through the organization of a Workshop during the Winter in 2008, so as to have more active discussion between the partners.

The new structure of the SGs within the WGs was discussed. Some SGs within WG3 will be moved to WG4, specially those concerning boundary topics (distributed sensing, etc.). Specifically, the SG on "Spatial resolution" (presently in WG3) will move to WG4, and the SG on "Embedding in structures" (presently in WG3) will also move to WG4.

b. Future of WG2

The Chairman was concerned by the fact that the activity in WG2 was rather small in the last two meetings. There are three options: either shut down the group, or reorganize it in different ways. With the proposals received, the WG will reorganize and will develop new activities since new collaborations seem to be emerging. The MC approved that the WG is reorganized regarding the new potential activities coming up.

c. Workshop in 2008

The possibility to organize a Workshop in 2008 was approved.

6. Presentation of the new applications and approval of their participation

Three new participants were introduced: NIT (Poland) and UPV (Valencia) and Warsaw University. The new participants were presented by their national delegates and their participation was approved (NIT also made a presentation along the Technical Meeting).

7. Decision on the status of inactive participants

Not addressed at this meeting, postponed to the next MC



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8. Website of COST 299: cost299.org.

The MC members agreed that the list of participants should be updated and fully available. There should be a possibility to upload presentations, papers and information in the website. On a short term basis, this information has to be compiled by the WG Chairmen and sent to the website administrator. A link to all the information regarding completed STSMs should be available.

A place to launch pictures in the website should be available.

9. Financial situation.

Budget until June 2007: the Chairman informs that the expenses are under control, but warns the delegates that they should still keep control of their expenses. The financial situation for this year is presented (see Annex III), and it is shown that a positive balance of nearly 18000 Eu is expectable. 2-3 more STSMs can be budgeted and some more members of the Action can be reimbursed since they have active participation (specifically, Andre Fotiadi, T. Sylvestre, Giles Renversez, N Traynor, A Kudlinski, A. Mussot, E. Louvergneaux, Marc Hanna, Jose Miguel Lopez-Higuera and B Kibler as working group members with a special involvement). Also the reports on the completed STSMs will be reimbursed (A. Boucon and S. Diaz). It is explicitly pointed out that this is just for this meeting, since the budget can not be predicted for next year.

Budget 2008-2009: The Chairman presented a tentative budget for next year (see Annex III) with a total of 104740 Eu. The budget was approved without amendments.

10. Report on completed STSMs and proposition of new ones

No new STSMs were finished in this period

11. Proposal of new STSMs

Three new applications for STSMs were introduced:

a- Julio Montalvo (UC3M) to INESC Porto on self-referenced sensors. The STSM plan was submitted by email and was presented along the Technical Meeting. It is formally approved in the MC.

b- Cathy Crunelle (FPMS) to GAP Geneva on using POTDR for sensing temperature variations along the fiber. The STSM plan was delivered by email. It is formally accepted in the MC.



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c- Tomas Geernaert (VUB) to IPHT Jena with the intention to develop Bragg gratings in PCFs. The STSM plan was delivered by email and is briefly presented by F. Berghmans. It is formally accepted by the MC.

12. Place and Date of next meetings

The following meetings were scheduled:

- 2-3 July 2007 in Napoli, just before the EWOFs workshop. L. Zeni will be the local organizer for this meeting.
- Winter 2008 Meeting: there are candidates from Berlin, Ireland, Madrid and Israel. It is decided that it will be organized in Berlin. The local organizer will be Wolfgang Habel from BAM. The tentative dates will be 5-7 February 2008.
- Next meeting: candidates from Israel, Madrid and Ireland are available.

13. Elections

No elections were done.

14. All other business

H. Maillotte presented a French national cooperation project (GDR) concerning Nonlinear Photonics in Microstructured Fibers, of which 6 members are already in COST. He demands that there is some cross-linking between COST 299 and this new Group, and this is formally approved by the MC. The Chairman will have to provide a formal support letter to the national group. H. Maillotte is elected the liaison officer with the GDR.

15. Action point for the next meeting

New applications for STSMs will be treated by email until the next meeting.

16. Closing remarks

Dr. Thévenaz concluded the meeting by thanking the participants.



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Annex I: Participants

**4th MC Meeting, Action 299, Les Houches, France
2 February 2007**

1	Andersson	Anne	Sweden
2	Baptista	Jose Manuel	Portugal
3	Berghmans	Francis	Belgium
4	Culshaw	Brian	UK
5	Dado	Milan	Slovakia
6	Gonzalez-Herraez	Miguel	Spain
7	Habel	Wolfgang	Germany
8	Hansen	Theis Peter	Denmark
9	Ivan	Monica	Romania
10	Kacik	Daniel	Slovakia
11	Kanka	Jiri	Check Republic
12	Legre	Matthieu	Switzerland
13	Lopez-Amo	Manuel	Spain
14	Maillotte	Herve	France
15	Roy	Philippe	France



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16	Santos	Jose Luis	Portugal
17	Schuster	Kay	Germany
18	Thevenaz	Luc	Switzerland
19	Tur	Moshe	Israel
20	Urbanczyk	Waclaw	Poland
21	Voiculescu	Emil	Romania
22	Wuilpart	Marc	Belgium
23	Zeni	Luigi	Italy
24	Zografopoulos	Dimitiros	Greece



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Annex II

Draft Agenda of the 4th Management Committee Meeting

COST Action 299

Optical Fibers for New Challenges Facing the Information Society

Les Houches School of Physics (France), 02/02/2007

10h35 – 12h30

1. Welcome and Presentation of new members (Chairman)
2. Approval of the agenda (Chairman)
3. Approval of the Minutes of the 2nd MC Meeting (Secr.)
4. Overview on the present status of the Action and general information (Chairman)
 - a. Information from COST-ESF, CSO committees or other, ... (Chairman, Rapport.)
 - b. Collaboration with other COST actions, EU funded initiatives or standardization bodies (All)
5. Critical discussion about the Technical meeting and the Action operation. (All)
6. Presentation of new applying participants and approval on their participation (All)
7. Decision on the status of inactive participants (All)
8. Website of COST299
 - a. Status (M.Ivan)
 - b. Propositions for the content (All)
9. Financial situation: (Chairman & Grant Holder)
 - a. Comments on the financial situations (travel expenses, STMs,.) (Chairman)
 - b. Discussion about the 2007-2008 budget (All)
10. Report on completed STMs (concerned delegates)
11. Proposition of STMs and approval (concerned delegates)
12. Place and date of the next meetings (Chairman, All)
 - a. Discussion about the Summer 2007 meeting (L.Zeni, Chairman)
 - b. Discussion and decision for the Autumn 2008 meeting
13. Elections (Chairman)
14. All other business (All)
15. Action points for the next meeting
16. Closing (Chairman)



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Annex III: Budget provisions

4th MC Meeting, Action 299, Les Houches, France
 2 February 2007

COST 299 Budget July 1, 2006-June 30, 2007				
				Actual cost
(1) Travel expenses			53200	42448,25
Technical Meeting (30 delegates, 940€)			28200	22081
Technical Meeting (30 delegates, 800€)			24000	19236
Chairman reporting			1000	1131,25
(2) Workshop organiz. support			1000	
1 Workshop			1000	
(3) Short Term Scientific Missions			9000	8991,44
Silvia Diaz (UPNA-EPFL)				2424,34
Anne Boucon (LOPMD-FPMS)			2500	357,1
Marion O'Farrell (Limerick-City)			2500	1600
Jose Montalvo (UC III M-INESC)			2500	2000
Cathy Crunelle (FPMs-GAP)			1500	1210
Thomas Geernaert (VUB-IPHT)				1400
(4) Training school			0	
			0	
(5) Publications			2000	
(6) Secretariat			5000	617
	Flat rate 15%		9930	
(7) Others			1000	170
Executive Committee meeting			1000	170
			Total	52226,69
			71200	



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COST 299 Budget July 1, 2007-June 30, 2008

(1) Travel expenses	73240	
Technical Meeting (36 delegates, 940€)	33840	
Technical Meeting (36 delegates, 800€)	28800	
Study group meeting	4800	
Study group meeting	4800	
Chairman reporting	1000	
(2) Workshop organiz. support	2000	
1 Workshop	2000	
(3) Short Term Scientific Missions	13500	
to be defined	2500	
to be defined	2500	
To be defined	2500	
To be defined	1500	
To be defined	1500	
To be defined	1500	
To be defined	1500	
(4) Training school	0	
	0	
(5) Publications	5000	
(6) Secretariat	10000	
Flat rate 15%	14211	
(7) Others	1000	
Executive Committee meeting	1000	
Total	104740	98280 Target