

## Minutes of Meeting

### No. 3 – CONSORTIUM EXECUTIVE BOARD MEETING – REPORTING PERIOD SEP – DEC 2017

<b>Meeting Date:</b>	19 <sup>th</sup> of January 2018
<b>Meeting Location:</b>	Trieste – Navalprogetti office
<b>Meeting requested by:</b>	Coordinator, in accordance with Project Management Plan meeting calendar.
<b>Purpose, Objectives and Elements of the Meeting with ref to WPs and relevant tasks (as per Meeting Agenda)</b>	Status of the GASVESSEL project, as at second reporting period September – December 2017 Meeting starts at 0950 am, closes on 1030 am
<b>Minute prepared by:</b>	NAVALPROGETTI
<b>Attendees approval Date :</b>	26/01/2018
<b>Attendees:</b>	<ol style="list-style-type: none"> <li>1. Loris COK, Luciano MANZON, Spartaco ANGELINI, Kelly Di LAZZARO – <b>NAVALPROGETTI</b> Partner 1</li> <li>2. Francesca BOZZI, Paolo MASCHIO - <b>BMP</b> Partner 7</li> <li>3. Ron WEERDMEESTER – <b>PNO</b> Partner 4 – in call conference</li> <li>4. Giovanni FRATTI, Martin MEZE- <b>CNGV</b> Partner 8</li> <li>5. Ute SPRING- <b>DOWA</b> Partner 3 – back-up recording</li> </ol> <p style="text-align: center;"><b>THE MEETING IS VALID AND THE MEETING AGENDA APPROVED</b></p>
<b>Summary of Significant Results</b>	<p>The meeting is valid according to the Consortium agreement. Welcome address of Coordinator to the attendees. A general over view has been made for all the WPs with reference to the Work Plan agreed and to the reporting period object of this Meeting:</p> <p><b>1. General Status of the Project</b></p> <p><b>WP2.</b> CHC and his Partners among WP2 have completed the activities necessary for the achievement of MS1. Final report in progress.</p> <p><b>WP3.</b> CNGV is progressing in the design of Pilot Line components: 3D design of equipment ready, conversion into 2D for construction in progress</p> <p><b>WP3.</b> NP has completed the structural design of Hydroforming mold.</p> <p><b>WP3.</b> NP, CNGV and BMP have approved the drawing of the first Liner for construction. The procurement order of BMP to Gortani is operative.</p> <p><b>WP3.</b> NP and CNGV are progressing in the design of the systems for Hydroforming, curing and autofrettage. On completion BMP will be in condition to procure all associated materials and realize the systems.</p> <p><b>WP3.</b> Tests on base materials of liners completed by CNGV. Started tests on composite materials (carbon fiber, glass fiber and resins) timely supplied by DowAksa.</p>

	<p><b>WP4.</b> BMP has completed the production engineering and feasibility study for the construction of the mold.</p> <p><b>WP4.</b> Based on CNGV specs, BMP is finalizing the procurement process of the mechanical and control components needed for Hydroforming, fatigue tests, etc.</p> <p><b>WP4.</b> BMP is going ahead with the studies of the practical arrangement of the Pilot Line equipment among its premises, assisted by NP and CNGV</p> <p><b>WP5.</b> NP made specs ready and issued a RFQ to 4 Institutes for the CNGV ship towing tank tests</p> <p><b>WP5.</b> Basic design of first CNG ship in progress at NP</p> <p>Brief Intervention of Mr. Fratti (CNGV) and Mr. Maschio (BMP) to better illustrate their activities in WP3 and WP4</p> <p><b>Next steps.</b></p> <p><b>WP9.</b> D9.1 by PNO, due date end of January 2018: achievable.</p> <p><b>WP2.</b> MS1 by CHC, due date end of January 2018: achievable.</p> <p><b>2. Work Plan</b></p> <p><b>WP1.</b> CNGV and BMP asked modification of work plan to better distribute their efforts in the course of activities without affecting the budget and the deliverable and milestones due dates. EST highlighted a mistake in the start-up of their special CFD studies relevant to fire, explosions, etc. Within 28.02.2018, NP will update the work plan accordingly.</p> <p><b>3. Status report</b></p> <p><b>WP1.</b> Attention is required to the respect of forwarding the quarterly status report to allow Coordinator to inform the Executive board members in time before the meetings. All Partner are invited to strictly adhere to this requirement.</p> <p><b>4. Budget</b></p> <p>No criticalities highlighted in this respect. Partners requiring a different cost allocation among their assigned budget are requested to inform the Coordinator asap and to provide the update of the relevant budget.</p> <p>It shall be noted that additional sub-contracting, other than the one already foreseen in the GA, is not allowed. Additional sub-contracting, if any, will require a formal modification of the GA with EU. As much as practicable, this is to be avoided.</p> <p><b>5. Ethics</b></p> <p><b>WP4.</b> With reference to the D10.2 (Safety issues), it is time to consider the preparation in draft of the safety procedures to be applied in the Prototyping Pilot Line. The readiness of the procedures is essential to provide reliable safety appliance for the researches there operating.</p> <p><b>6. Quality issues</b></p> <p>No Comments</p>
--	---

	<p><b>7. Risks</b> No changes</p> <p><b>8. Discussions</b> n/a</p> <p><b>9. Decisions</b> n/a</p> <p><b>10. Approval</b> Within the end of January, EB members will be asked to approve quickly the documentation prepared by CHC relevant to the MS1 of WP2.</p>		
<b>Action Decided</b>			
	<b>Action Item</b>	<b>Partner Responsible</b>	<b>Due Date</b>
1.	Preparation of safety procedures inside the Pilot Line. Requested by the Coordinator	BMP and CNGV	Draft: asap Final: within end of April 2018
2.	Updating of cost allocation inside the assigned budget, if any. Requested by the Coordinator	CHC, PNO	Within next Executive Board meeting
3.	Updating of work plan	NP	Within 28.02.2018
4.	Timely issue of the Status Reports	All Partners	At least 1 week before each Executive Board meeting
	<b>List of Attachments:</b>	1. Approved Meeting Agenda	
	<b>Comments on Meeting effectiveness, if any</b>	<p><b>None.</b></p> <p>Next planned EB meeting March 2018 – Early April 2018, unless otherwise found necessary, during next Consortium General Assembly meeting in Cyprus.</p>	