

## Minutes of Meeting

### 6<sup>th</sup> Consortium General Assembly

#### MoM no.033

<b>Meeting Date:</b>	25 <sup>th</sup> November 2020
<b>Meeting Location:</b>	<b>Web conference in remote</b>
<b>Meeting requested by:</b>	Coordinator
<b>Purpose, Objectives and Elements of the Meeting with ref to WPs and relevant tasks (as per Meeting Agenda)</b>	6 <sup>th</sup> Consortium General Assembly and 11 <sup>th</sup> Executive Board Meeting
<b>Minute prepared by:</b>	S. Angelini – Project management team
<b>Attendees approval Date:</b>	December 3 <sup>rd</sup> , 2020
<b>Attendees:</b>	<ol style="list-style-type: none"> <li>1. <b>NAVALPROGETTI</b></li> <li>2. <b>DOW</b></li> <li>3. <b>DOWAKSA</b></li> <li>4. <b>PNO</b></li> <li>5. <b>VTG</b></li> <li>6. <b>SINTEF OCEAN</b></li> <li>7. <b>BM Plus</b></li> <li>8. <b>CNGV</b></li> <li>9. <b>CENERGY</b></li> <li>10. <b>HLL</b></li> <li>11. <b>CHC</b></li> <li>12. <b>ESTECO</b></li> <li>13. <b>ABS</b></li> <li>14. <b>TRIPLE A TECH GmbH</b></li> </ol>
<b>Summary of Significant Results</b>	<p><i>This meeting in remote replaces the two Gasvessel Consortium General Assemblies formerly planned in Buttrio at Pilot Line (Spring 2020) and in Athens (Fall 2020), cancelled due to Covid-19 restrictions.</i></p> <p><i>The General Assembly meeting is valid according to Consortium Agreement statements.</i></p> <p><i>Meeting starts at 0930 AM</i></p> <p><i>Scope of the Assembly is to have outlined the present status of the Project together with the main actions that are to be developed by the partners in the last year of the Project itself.</i></p>

	<p><i>To allow the Assembly to be clearer and briskly, only the presentations of the main WP having important “works in progress” were displayed as per approved Meeting Agenda:</i></p> <p><i>WP1 – by NP (see attached)</i>  <i>WP4 – by BMP/CNGV (see attached)</i>  <i>WP7 – by SINTEF OCEAN (see attached)</i>  <i>WP8 – by ABS (see attached)</i>  <i>WP9 – by PNO (see attached)</i></p> <p><i>No major comments from Partner after the presentations, but:</i></p> <ul style="list-style-type: none"> <li>• <i>Hurried up partners to accelerate their reactions in confirming/modify the composition of the relevant budget line in view of the GA amendment</i></li> <li>• <i>Explained what CFS is, who shall present it and when</i></li> <li>• <i>VTG informed the Partners that an updated/revised edition of the documents produced by VTG for WP6 and WP7 will be available on the end of December next.</i></li> <li>• <i>HLL informed the Assembly that the new cost estimate for CNG Ship construction in a German Shipyard will follow in few weeks.</i></li> <li>• <i>NP has almost ready all the documents to be forwarded to PO for a preliminary appraisal and agreement before starting the GA amendment on EU Portal</i></li> </ul> <p><i>Assembly closed at 0115 PM</i></p>	
<b>Action Decided</b>		
	<b>Partner Responsible</b>	<b>Due Date</b>
1. Define a date for the HAZOP session	ABS, NP, CEN, EST	TBD – Jan/Feb 2021
2. Define a date for a round table on progress of WP7	SINTEF, NP, VTG, other TBD	TBD
3. Continuous follow-up of the progress of preparation and test activities in the Pilot Line	Coordinator, based on the schedule agreed between NP and CNGV	Weekly
4. Preparation of the remaining scientific publications	3 already done, 2 in preparation at NP, remaining 3 TBD	Within May 2021

5. Periodic Update, if any, of D2.1 Scenario Description and Characterization	CHC	Within May 2021
6. Periodic Update, if any, of D9.1 Dissemination and Exploitation Plan	PNO	Within May 2021
7. D9.5 Business plan for the project results	PNO	From M48 → M54
8. To continue regularly informing the PO on any significant issue and/or delays caused by the COVID-19 situation.	All Partners to Coordinator for forwarding to PO	When it happens
9. According to Articles 5.2 and 6.2 of the Grant Agreement, a Certificate on the Financial Statement (CFS) is required to be provided for each beneficiary or linked third party whenever their total requested EU contribution for actual costs and unit costs is €325,000 or above.	All Partners receiving EU contribution equal or above € 325.000.-	CFS takes time to prepare and <b><u>must be submitted along with the final periodic report.</u></b> Ensure that the CFS covers the whole project duration. The CFS must be issued by a qualified auditor and must follow the template in Annex 5 to the Grant Agreement. Failure to provide an adequate CFS will delay and potentially also reduce the final payment.
10. Detailed FEM structural analyses for the tanks and related fastening system on board, together with results from fatigue testing of the tanks.	NP, CNGV	within March 2021
11. Cargo Containment Survey Plan	NP	within December 2020
12. Global strength analysis, including cargo area	NP	within January 2021
13. Final planning of tests on CNG Cylinders, forwarding to ABS (see also point 3.)	CNGV, BMP	Within December 20 <sup>th</sup> , 2020

<i>List of Attachments:</i>	<i>Partner presentations</i>	

*The meeting is valid according to the Consortium Agreement Statements. The General Assembly is also valid as Executive Board meeting.*

*Next General Assembly in March 2021, Location TBD*