

## **Minutes of the 4th Management Committee meeting of COST270 Wednesday 10 Apr. 2002, at 13.00 – 16.30, at TUG-INW, Graz, Austria**

### List of Annexes:

- Annex I: The attendees and agenda, the 4th MCM, List of the MC members (C270-071)
- Annex II: Minutes of the 4<sup>th</sup> WG1 meeting (C270-072)
- Annex III: Minutes of the 4<sup>th</sup> WG2 meeting (C270-073)
- Annex IV: Mailing list of COST270 Participants, updated 19.4.2002
- Annex V: Document Archive of COST270, updated 5.5.2002
- Annex VI: Action Identification Data, revised 5.5.2002
- Annex VII: Short information of COST270, 5.5.2002

### **1§ Opening Formalities**

- Welcome by T. Volotinen on behalf of H. Limberger
- Election of the chairman of this 4<sup>th</sup> MC meeting : T. Volotinen was unanimously elected
- Election of the secretary for this 4<sup>th</sup> MC meeting : F. Berghmans was unanimously elected

### **2§. Agenda**

The agenda points added to the preliminary agenda:

- election of WG2 chairman
- election of the vice-chairman of COST 270
- designation of replacement for H. Limberger at COST TIST Committee meeting in Greece
- organization of an extra MC meeting

### **3§ Administrative issues:**

- The minutes of the 3rd MC meeting were unanimously approved, no changes need to be made.
- Election of WG 2 chairman : F. Berghmans was proposed as a candidate and was unanimously elected.
- Election of COST 270 vice-chairman: A. Opacic was proposed as a candidate and was unanimously elected
- Status of the action:

New signatories: Cyprus has the intention to sign the MoU. This was unanimously approved by the MC, which hopes that the Cyprus representatives will join the meetings soon and actively participate to the action.

The vice-chairman also asked for the status of Latvia and Spain. The COST-TIST representatives of these countries have been repeatedly contacted by T. Volotinen, but they have not indicated any possible MC members so far. The vice-chairman requested the contact address of the Spanish COST-TIST delegate for further action.

MC-members: Dr. Werner Heckel, from Siemens, AG, Germany was welcomed to the MC.

The list of MC members was up-dated and checked for COST-TIST. E. Leitgeb 's title is Dr., "Mr" has to be added to M. Beukema's name. L. Wosinska tel. number has changed. "tel" and "fax" should be added to the numbers given in the list. F. Berghmans has to ask if A. Gusarov will replace D. Daems in his absence. T. Bolhaar is kept on the list with hope that he will later on re-join the MC.

New participating institutes: W. Heckel, Siemens, the new Diamond representatives are P. Krausse and F. Caloz, a new member from INW-TUG is M. Gebhart were welcomed to the Action. M. Beukema's company name has changed to Koheras, Jean Arnaud as a second person from Pirelli. For the UK A. Antonopolous and S. Patrick will be removed from the list of participants until their country shows intention to sign the MoU. They are welcome to join if their country is willing to do so. In addition: Mr. Laurent Loumean, from Highwave Optical Technologies in Lannion France has expressed interest to join the next meeting.

Non-COST country institutes: So far OFS (formerly LUCENT and now owned by Furukawa) has not answered to the inquiries sent by former WG2 chairman or by H. Limberger regarding their intention to apply for the non-Cost-country-participation. – So there is no application.

There is no application, so far, from FORC (Moscow) neither. However, their application is expected later on.

Status of the Budget for the 1st period Jan 2001- June 2002 :

Approximately 27000 € will be left until 30 June 2002. An additional MC meeting and short term scientific missions are therefore strongly encouraged. An additional 1000 € for the website development and 3000 € for the secretary work (corresponding to 50 extra hours work), requested by the secretary, were approved.

Final Work plan and Budget for the 2nd period July 2002 – June 2003 :

The budget (56 000 EUR) for this period has been confirmed by COST-TIST committee after the 3<sup>rd</sup> MC meeting. The up-dated version is available on Website (C270-031). Only additional change to the Work plan of the next period is that the 6<sup>th</sup> Meetings in April 2003 will be arranged in Roma, Italy, not in Florence and the numbering of the meetings will be changed 5<sup>th</sup>- 6<sup>th</sup> and 6<sup>th</sup> – 7<sup>th</sup> due to the extra meetings in June. The meeting dates 2 – 4 April 2003 were confirmed (the meeting order is WG2-WG1-MC). These updates will be done to the Website soon.

For the third period July 2003 – June 2004 the questions for the budget will be issued by COST-TIST in October 2002. The budget should therefore be finalised in August of this year.

General information:

So far there is no news from the COST-TIST Committee, in addition to the information given above.

Web-site of COST270:

Has been recently updated with a number of extra links to interesting websites (1000 + 3000 EUR) extra funding was confirmed. The document archive of COST270, available on the website, is also updated approximately twice a year and after the meetings.

Action points of last MC meeting, including liaisons:

- B. Lefevre, IEC SC 86 B has informed T. Volotinen by email, that the official liaison was not approved by IEC, as was expected. M. Guglielmucci informed us about the similar situation with ITU. Both standardization bodies, however, are positive to have an informal close relationship via the common persons. It was thus decided that we will have a close informal relationship with all standardization bodies, which are active in reliability issues. The following persons were confirmed to be our contact persons “Unofficial liaison officers” for the bodies: Each contact person is expected to report to both directions (to their standardization bodies and to our working and study groups) significant developments, according to what is wished and decoded by the Working Groups.

- ITU : Michele Guglielmucci. He already gave us a report about ITU reliability work during the WG 2 meeting (see WG 2 meeting minutes).

- Cenelec 86BXA (passive components): P. Krause is the contact person.

- IEC SC 86 A – WG1 & WG3 : M. Guglielmucci is the contact person. A report was given at WG2 meeting.

- IEC SC 86 B – WG5 & WG6 : P. Krause is the contact person

- ETSI: A. Opacic is the contact person

Liaisons with the other optical COST actions:

- COST 265: No report so far. H. Limberger remains the contact person

- COST 266 : L. Wosinska was proposed to join the next COST 266 meeting in Warsaw with the costs paid by COST 270, but she is unsure whether her schedule allows her to attend the meeting. If she is not able to go there, she will find a replacement. Our action will pay the reimbursements.

Manufacturers and suppliers to join the work: F. Berghmans will contact B. Heens from WAVESPLITTER and J. Arnaud will contact Laurent Loumean from HIGHWAVE OPTICAL TECHNOLOGIES to join the action.

**4§ Chairperson’s Report**

- Information from CSO- and TIST-Committees, etc. : None

- Annual progress report 2002 (Deadline 15 May), and presentation to COST-TIST:

- T. Volotinen will prepare the first draft of the 2002 Progress Report (only the administrative parts), The working group chairmen and the MC chairmen will fill up the contents of progress and results. The Draft will be reviewed by the MC members of the action.
- The meeting is on 20-21/06/2002 in Thessaloniki. Due to the impossibility for H. Limberger to attend, A. Opacic, as vice-chairman of the action will present the Progress report.

**5§ Technical session:**

- Progress reports of Working groups etc.:

- WG1 would like to have an extra MC meeting in the end of June. Some of the WG2 new study groups want to organize their meetings at the same place. See the decision below.
- Three Study groups have been created under WG2:
  - Study Group 1 (SG1), Connectors: Contact person: Peter Krausse, Diamond
  - Study Group2 (SG2), Fibers: Contact person Frederique de Fornel
  - Study Group 3 (SG3), Bragg gratings: Contact Person: Hans Limberger

- Study group 1: A. Opacic reported the progress at their first meeting. (See the attached annex at the minutes of WG2.)
- The reports were given in the individual WG meetings in the presence of all the MC members. We refer to the WG meeting minutes.
- Technical strategies, test series, collaboration: No new strategies, other than reported above and in the WG minutes
- Short term missions, applications and reports:
  - There is money for many scientific missions during this spring. WG 2 has plans for two missions. These should be finalised by the end of June 2002.
- Co-operation with other COST Actions:
  - Prof. Branco Mikac, from COST266 was invited to these meetings and gave a report and presentation at WG1 meeting ( See WG1 meeting minutes).
  - He also gave us possibility to get CD-rom copies of their Workshop proceedings: Proceedings of the 2<sup>nd</sup> international Workshop on All-Optical Networks, organised June 13-14, 2001 in Zagreb.
  - Our WG1 was invited by Prof. Mikac to visit COST266 meeting. Lena or a replacer of her was approved to visit their meeting at our costs.
- Co-operation within institutes and companies in each COST 270 signatory country: See §3 above.

### **6§ Next Meetings and Workshops**

- An additional MC meeting (the 5<sup>th</sup> MC, WG1 and SG1-3) is scheduled from 28 to 29 or - 30 June. Two possible places were discussed, KTH/Stockholm and Herisau (Switzerland) at HUBER & SUHNER. Because Lena had now information regarding her possibility to host, it was preliminarily decided to have the meetings at Herisau hosted by A. Opacic. ---. OBS. This decision is changed later.
- For the workshop in Bruges (Brugge), the COST 270 workshop is integrated in the conference on "Reliability of Optical Fiber Components, Devices, Systems and Networks" of the SPIE International Symposium on Photonics Fabrication. (28 October – 01 November 2002). The conference was initially scheduled on Monday 28 and Tuesday 29 October. F. Berghmans warned us that there might be a risk that for reasons of organisation dependent SPIE, the workshop might be rescheduled at later days.
- The conference chairs H. Limberger and J. Matthewson are encouraged to write a letter to the Symposium Program chairs GC. Righini and H.Thienpont to know when the reliability conference will finally be scheduled and to express COST 270 wish to have the workshop on Monday – Tuesday, with a clear preference to this first option. Or In the case they have to make a compromise They are allowed to move it to Thursday – Friday. The goal is to avoid any spare day between the workshop and the 6<sup>th</sup> MC-WG meetings. Secondly: COST270 shall be clearly mentioned as the organizer and sponsor in the final call and the conference program and at the web, from now.
- There is about 10 000 EUR in our budget for the Workshop invitations. Proposal for speakers to be invited to that conference are: H.G. Schmidtke – Rel. MEMS, S. Glaesmann – Corning, F. Kapron – Corning, F. Dianov – FORC, H. Hamrin - Ericsson Microelectronics, Prof. W. Grover, M. Schiess – Swisscom, Willebrant or Kube, B.Lindstrom, A representative of Kansas State FTTH-installer or Someone from Ericsson Sweden or Swedia, Sweden, Torbjorn Svensson, Ch. Kurkjian, Prof. Niay (Univ. Lille), M. de Rosa (Corning), R. Kashyap, Ph. Russel. The conference chairs should take the appropriate actions to invite these speakers in due time.
- Moreover, Mr. Guglielmucci confirmed the availability of the Italian Administration to host the 7<sup>th</sup> MC and WG meetings 2 –4 April 2003 in Rome, Italy.

**7§ Other issues:** Done during earlier points

**8§ Actions for the next meeting:** - as in given above

### **9§ End of the meeting**

The chairman of the MC meeting, Dr. Volotinen expressed COST270's warmest thanks to the Host INW-TUG, Prof. Riedler and Koudelka and their staff, and in particular to Dr. Erich Leitgeb, who spoiled us with the nice hospitality and extremely helpful assistance to the meeting arrangements, last-second-copies etc.. The laboratory visit and dinner had showed us how communications can be made optical free-space networks, by microwaves and by mechanical waves (The fantastic accordion music played by the TUG-INW scientist at the dinner restaurant).