



Project:	Distributed System of Scientific Collections - Preparatory Phase Project
Project acronym:	DiSSCo PREPARE
Grant Agreement number:	871043
Work Package:	WP9 – Project Management
Deliverable number:	9.1
Deliverable title:	Kick-Off Meeting
Deliverable author(s):	Eva Alonso, Dimitris Koureas
Date:	27/02/2020



DiSSCo PREPARE Kick-off meeting participants (Photograph by Jani Järvi)

## Meeting Summary

The Kick-Off meeting for DiSSCo PREPARE was held at the Suomenlinna Fortress, Helsinki (Finland) hosted by the Natural Science Museum of Helsinki (Luomus) and as part of the three-days of DiSSCo Rising events.

The meeting brought together a total of 75 delegates representing 29 of the 30 participating institutions. The aim was to communicate and consolidate project aims, consider strategic alignment with the wider European and global landscape, and facilitate networking and discussion between project participants.

Themes for presentations and discussions were as follows:

- **DiSSCo Preparatory phase:** The project Coordinator gave a brief overview of the preparatory phase of DiSSCo. Outlining the fact that it consists in a portfolio of interlinked projects (DiSSCo-linked projects and external projects) and activities run by the Coordination and Support Office. Furthermore, the Coordinator presents the five readiness dimensions to reach as main goal of the project.
- **Project Streams:** DiSSCo PREPARE Stream Coordinators responsible for Business (WPs 2,4,7,8) and Science & Technology (WPs1,3,5,6) presented a thorough overview on dependencies among projects. During the meeting, breakout sessions offered an opportunity to the Streams to the work s to present their approach and discuss in depth the existing groundwork.
- **Project Management:** Introductory sessions by the project manager covered procedural issues and tasks relating to Coordination and Management. These included financial administration, communication, risk management, ethics, and quality control with the opportunity for discussion amongst attendees.

- **Work Package Introductions:** Each work had an introductory session. Work Package leaders individually summarised their objectives, outcomes usefulness in the wider framework of DiSSCo mission, tasks and ownership, key risks and open questions.
- **Linked Projects:** DiSSCo-linked project coordinators had also the possibility to present the latest outcomes and expected synergies with Prepare. ICEDIG Coordinator, Leif Schulman, highlighted the most relevant outcomes presented during the project's final conference on the previous day. The session gave the opportunity to discuss amongst attendees.
- **Synchronisation in DiSSCo:** The Coordinator highlight the importance of understanding the synergies and complementarities of the myriad of activities and the need of advisory bodies to guide technical and scientific developments in a wider landscape of initiatives as well as the existing structures investing efforts in the alignment and synchronisation of activities, the Strategic Alignment of Projects (SAP) and the Synchronisation Groups.

Following this event, Work Package leaders will arrange individual Kick-Off meetings via teleconference to facilitate further in-depth planning discussions.

#### **Documents Enclosed**

- Agenda
- Participant list (sign-in sheet)
- Link to presentations: <http://twk.pm/ft5lgl2p4s>



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## DiSSCo PREPARE KICK-OFF MEETING

### AGENDA

27<sup>th</sup> February, 2020 Suomenlinna Fortress, Helsinki.

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<b>09:30</b>	Registration	
<b>09:45-09:50</b>	Welcome (5 min)	Anne Koivunen Luomus Digitisation Manager
<b>09:50-10:15</b>	Project overview (25 min)	Dimitris Koureas DiSSCo Coordinator
<b>10:15-11:00</b>	Introduction of Business Stream (5min) WPs outcomes description (10 min/each)	Ana Casino Stream Coordinator Judite Alves - WP2 Leader Michel Guiraud - WP4 Leader Serge Scory - WP7 Leader Ana Casino - WP8 Leader
<b>11:00-11:15</b>	<i>Coffee Break</i>	
<b>11:15-12:00</b>	Introduction of Science & Technology Stream (5min) WPs outcomes description (10 min/each)	Wouter Addink Stream Coordinator Henrik Enghoff - WP1 Leader Vincent Smith - WP3 Leader Mareike Petersen - WP5 Leader Claus Weiland – WP6 Leader
<b>12:00-12:30</b>	Management and Coordination	Eva Alonso DiSSCo Prepare Project Manager
<b>12:30-13:30</b>	<i>Lunch</i>	Myllysalu Hall
<b>13:30-14:10</b>	Synchronisation in DiSSCo / discussion on DiSSCo Prepare work	Dimitris Koureas
<b>14:10-14:45</b>	DiSSCo-linked projects. Outcomes and synergies relevant for Prepare (7-8min/each)	Leif Schulman ICEDIG Coordinator Vince Smith Synthesys+ Coordinator Ana Casino Mobilise vice-chair Olaf Banki COL+ Coordinator

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**14:45-15:00**     *Coffee Break*

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**15:00-16:15**     Breakout sessions

Ana Casino  
Business Stream Coordinator  
Wouter Addink  
Data & Technology Coordinator

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**16:15-16:35**     Reporting & Financial administration

Eva Alonso

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**16:35-16:45**     AoB & Closure

Dimitris Koureas

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**19:00-22:00**     [Reception at Luomus](#), [Natural History Museum](#)

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A - Ge

DiSSCo Prepare Kick-off Meeting - February 27th, Helsinki (Finland)

	Last Name	First Name	Affiliation	Signature
GA	Addink	Wouter	Naturalis Biodiversity Center	
GA	Alonso	Eva	Naturalis Biodiversity Center	
GA	Alves	Maria Judite	Museu Nacional de História Natural e da Ciência, Universidade de Lisboa	
GA	Andersson	Per	Swedish Museum of Natural History	
	Babocsay	Gergely	Hungarian Natural History Museum	
	Banki	Olaf	Species 2000 - COL+	
GA	Bartolozzi	Luca	Museo di Storia Naturale dell'Università degli Studi di Firenze	
GA	Benvenuti	Marco	Museo di Storia Naturale dell'Università degli Studi di Firenze	
	Berger	Frederik	Museum für Naturkunde	
	Bloothoof	Jeroen	Picturae	
GA	Borsch	Thomas	Botanischer Garten und Botanisches Museum, Freie Universität Berlin	
	Bourgoin	Thierry	Species 2000 - COL+	
	Cartaxana	Alexandra	Museu Nacional de História Natural e da Ciência, Universidade de Lisboa	
GA	Casino	Ana	CETAF	
GA	Ceríaco	Luís	University of Porto - Natural History and Science Museum	
GA	Csorba	Gabor	Hungarian Natural History Museum	
GA	de Boer	Hugo	Natural History Museum, University of Oslo	
X GA	de Reus	Mil	Naturalis Biodiversity Center	
GA	Demantoff	Vanessa	Muséum National d'Histoire Naturelle	
	Dillen	Matthias	Meise Botanic Garden	
GA	Dusoulier	François	Muséum National d'Histoire Naturelle	
GA	Endresen	Dag	Natural History Museum, University of Oslo	
GA	Enghoff	Henrik	Natural History Museum of Denmark, University of Copenhagen	
	Figueira	Rui	Museu Nacional de História Natural e da Ciência, Universidade de Lisboa	
GA	Fonseca	Maria João	University of Porto - Natural History and Science Museum	
GA	Frank	Jiří	National Museum (Czech Republic)	
GA	Georgiev	Boyko	National Museum of Natural History (Bulgaria)	



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DiSSCo Prepare Kick-off Meeting - February 27th, Helsinki (Finland)

	Last Name	First Name	Affiliation	Signature
GA	Glöckler	Falko	Museum für Naturkunde	
GA	Goodson	Hilary	Natural History Museum, London	
GA	Groom	Quentin	Meise Botanic Garden	
GA	Guiraud	Michel	Muséum National d'Histoire Naturelle	
	Güntsch	Anton	Botanischer Garten und Botanisches Museum, Freie Universität Berlin	
GA	Gödderz	Karsten	CETAF	
	Hardisty	Alex	Cardiff University	
GA	Hardy	Helen	Natural History Museum, London	
GA	Haston	Elspeith	Royal Botanic Garden Edinburgh	
GA	Hoffmann	Jana	Museum für Naturkunde, Leibniz Institute for Evolution and Biodiversity Sci	
GA	Hollingsworth	Peter	Royal Botanic Garden Edinburgh	
	Hyvärinen	Marko	Finnish Museum of Natural History	
GA	Häffner	Eva	Botanischer Garten und Botanisches Museum, Freie Universität Berlin	
GA	Häuser	Christoph	Museum für Naturkunde	
GA	Juslén	Aino	Finnish Museum of Natural History	
	Järvi	Jani	Finnish Museum of Natural History	
GA	Kiel	Steffen	Swedish Museum of Natural History	
	Koivunen	Anne	Finnish Museum of Natural History	
GA	Kõljalg	Urmas	University of Tartu	
GA	Koureas	Dimitris	Naturalis Biodiversity Center	
	Lahti	Kari	Finnish Museum of Natural History	
	Lifjeld	Jan	Natural History Museum, University of Oslo	
	Livermore	Laurence	Natural History Museum, London	
GA	Marhold	Karol	Centrum biológie rastlín a biodiversity, Botanický ústav Slovenskej akadémii	
x GA	Martin	Vipp	University of Tartu	
GA	Mergen	Patricia	Meise Botanic Garden	
GA	Miller	Joe	GBIF	



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DiSSCo Prepare Kick-off Meeting - February 27th, Helsinki (Finland)

	Last Name	First Name	Affiliation	Signature
GA	Mylonas	Moisis	Natural History Museum of Crete, University of Crete	
	Nivart	Anne	Muséum National d'Histoire Naturelle	Nivart
GA	Paleco	Carole	Royal Belgian Institute of Natural Sciences	Paleco
GA	Papp	Beata	Hungarian Natural History Museum	Papp
GA	Paton	Alan	Royal Botanic Gardens Kew	
GA	Petersen	Mareike	Museum für Naturkunde, Leibniz Institute for Evolution and Biodiversity Sci	Petersen
GA	Raes	Niels	Naturalis Biodiversity Center	
GA	Rainer	Heimo	Naturhistorisches Museum Wien	
GA	Rey Fraile	Isabel	Agencia Estatal Consejo Superior de Investigaciones Cientificas	
	Robertson	Tim	GBIF	
	Runnel	Veljo	University of Tartu	
GA	Santos Mazorra	Celia María	Agencia Estatal Consejo Superior de Investigaciones Cientificas	
GA	Schulman	Leif	Finnish Museum of Natural History	
GA	Scory	Serge	Royal Belgian Institute of Natural Sciences	
GA	Seberg	Ole	Natural History Museum of Denmark, University of Copenhagen	
GA	Smith	Vince	Natural History Museum, London	
GA	Tykarski	Piotr	The University of Warsaw	
	van Noort	Ellen	Picturae	
GA	Vardinoyannis	Katerina	Natural History Museum of Crete, University of Crete	
GA	Weigand	Alexander	Musée national d'histoire naturelle	
GA	Weiland	Claus	Senckenberg Gesellschaft für Naturforschung	
GA	Wesche	Karsten	Senckenberg Gesellschaft für Naturforschung	
	Woodburn	Matthias	Natural History Museum, London	
x	Klaus	Heister	State Museum of Natural History Stuttgart	
x	Martin	Paul	Natural Museum of Eastern Uni	
		Deborah	iDigBio	Deborah Paul