



POLITECNICO DI TORINO

Torino
December 5, 2006

Dear Participants,

enclosed please find the Minutes of the Kick-off meeting of the Leonardo project ILTOF, held on November 17 from 9 a.m. to 5 p.m. in the Department of Structural and Geotechnical Engineering of the Politecnico di Torino.

Yours sincerely,

A handwritten signature in black ink, reading 'Carpinteri', with a stylized flourish above the first letter.

Prof. Alberto Carpinteri, Project Leader

Dipartimento di Ingegneria Strutturale e Geotecnica

Minutes of the Kick-off Meeting – November 17, 2006

Politecnico di Torino, Department of Structural and Geotechnical Engineering
C.so Duca degli Abruzzi 24, 10129 Torino - Italy

List of participants: A. Carpinteri, M. Paggi, S. Puzzi, F. Voci (POLITO); A. Marquardt (ITWM); S. Sarti (TCN); G. Ferro (ESIS); M. Gorol, J. Jackowiak (MESco); A. Neimitz (KUT); P. Newton (NAFEMS); H. Oka (FIGES); G. Zavarise.

9:00 **A. Carpinteri** – Welcome to the Participants.

9:05 **F. Voci** – subcontracts are delivered to the participants.

9:10 **A. Carpinteri** – Presentation of the Partners; Agenda of the meeting (Annex A).

9:20 **G. Zavarise** – Origin of the ILTOF proposal; the NUFRIC experience; the role by Prof. Zavarise in the ILTOF Project (Annex B).

9:40 **A. Carpinteri** – Nomination of M. Paggi and S. Puzzi as Scientific Secretaries; Nomination of F. Voci as Administrative Secretary.

Presentation of POLITO and DISTR (Annex C).

9:50 **A. Neimitz** – Presentation of KUT.

Brief overview: Kielce is located in the central part of Poland, in between Warsaw and Cracow. Its Technical University is organized in four faculties (Civil and Protection Eng., Mechatronics, Electronics and Informatics, Economics), with more than 10000 students. It offers Diplomas, Master Degrees and Ph.D. Programmes. Professor Neimitz is the Chair of Fundamentals of Machine Design and leads a research group working on Fracture Mechanics, fatigue, FEM and experimental mechanics.

Previous EU programme experiences include the application of Fracture Mechanics to Structural Integrity assessment.

10:00 **M. Gorol** – Presentation of MESco (Annex D).

10:05 **G. Ferro** – Presentation of ESIS.

Brief history of ESIS (former EGF, European Group of Fracture). ESIS features over 500 official members coming from 19 registered Nations.

Brief outline of the Technical Committees dealing with particular problems in Fracture Mechanics and Structural Integrity (see the web-site: www.esisweb.org).

ESIS publishes an annual Newsletter.

10:10 **H. Oka** – Presentation of FIGES (Annex E).

10:16 **G. Ferro** leaves the meeting.

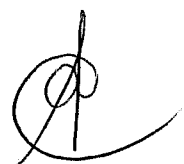


- 10:18 **A. Marquardt** – Presentation of ITWM (Annex F).
10:30 **S. Sarti** joins the meeting.
10:30 **P. Newton** – Presentation of NAFEMS (Annex G).
10:45 **S. Sarti** – Presentation of TCN (Annex H).
11:05 **Coffee Break.**
11:35 **C. Porcarelli** – Presentation on Financial management of a Leonardo da Vinci project (Annex I).

Discussion on the presentation:

- (1) Remarks on the Cahier de bord: this document has to be sent to ISFOL every 6 months.
- (2) Special attention should be given to the 2006 Administrative and Financial handbook (http://ec.europa.eu/education/programmes/leonardo/new/leonardo2/handbook_en.html) and to the Vademecum of Expenditures.
- (3) Travel expenses: travelling within EU (Turkey included) is allowed, independently of the destination. A formal request to ISFOL is required if the destination is not in a partner Country.
- (4) Daily allowance is admitted, alternatively to the lump-sum reimbursement. In the latter case, submit copy of the pay envelope with specifications of the mission carried out or a special statement by the administration or any other document substantiating the costs. In any case, the maximum value of the National subsistence costs has not to be exceeded .
- (5) Travel by airplane: collect tickets and boarding passes.
- (6) Information Technology Costs: check the depreciation rate of your Country.
- (7) Phone calls, Xerox copies, etc... : there is no need to substantiate the costs.
- (8) For any doubts on administrative issues, please contact Federica Voci (federica.voci@polito.it).
- (9) Staff costs: each person cannot be ascribed to different roles. It is necessary to detail staff costs in case of an audit only.
- (10) For any financial variation, inform the project main contractor (POLITO).
- (11) VAT expenses can be charged, provided that the partner formally declares that his Institution does not recover VAT expenses.
- (12) Deadlines: 31/12/2006 Subcontracts; 30/11/2007: Interim report; 30/11/2008: Final report. Note that 70% of the first payment (see the last slide in Annex J) has to be spent within 30/11/2007.

12:35 **C. Porcarelli** leaves the meeting.



- 12:35 **A. Carpinteri** – Overview of the ILTOF project (Annex J).
13:20 **Lunch**
14:15 **G. Ferro** joins the meeting.
14:15 **S. Sarti** – TCN e-learning initiative: the improve.it network (Annex K).
14:45 Provisional scheduling of the next meetings:

2nd Meeting (Greece(?), March or April 2007)

TCN, FIGES and MESco, members of the TechNet Alliance AG (<http://www.caeworld.com/5013.html>), propose a meeting immediately before or after a TechNet event in Athens. Ask E.E. Gdoutos for availability in Athens or Xanthi; TechNet members: please check dates of the TECHNET meeting.


3rd Meeting (Poland, September or October 2007).

4th Meeting (Turkey, March or April 2008).

Additional meetings will be decided later.

15:00 **Open discussion.**

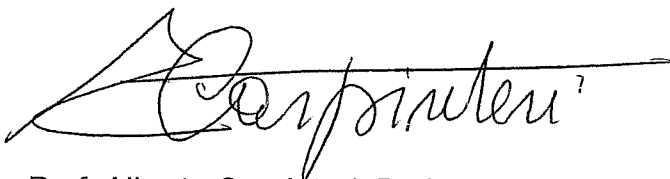
- (1) Skype is highly recommended for rapid communications: send nicknames when available.
- (2) Implementation of a draft questionnaire by TCN. This version will be discussed by the Partners in due course. The final version approved by POLITO will be translated in the different national languages and distributed by each partner. Each partner will be responsible for data collection.
- (3) A provisional version of the project web-site (www.iltof.org) has been discussed and approved. The partners will put a link to this web-site on their web pages.
- (4) A draft version of a leaflet will be provided by TCN; this document will be discussed by the Partners in due course. The final version in English language and approved by POLITO will be distributed by each partner.
- (5) Technical specifications for courses implementation will be proposed by TCN and then evaluated by each Partner. A final decision on this topic will be taken in the next milestone.
- (6) Courses offered: the three University partners (POLITO, KUT, LAMDUT) are expected to play a major role in the WP4 (Products implementation). However, all partners are invited to send to POLITO their proposals in the next few weeks. A decision on the number and titles of the courses to be delivered is expected for the next meeting.
- (7) POLITO should have the possibility to propose the following courses (between 6 and 12 hours per course):
 - a. Fracture Mechanics and Complexity Sciences;



- b. Linear Elastic Fracture Mechanics;
 - c. Non-linear Fracture Mechanics;
 - d. Scaling Laws and Size-Effects in Structural Integrity.
 - e. Acoustic Emission and Critical Phenomena;
 - f. Micro- and Nano-Mechanics of Fracture.
 - g. LAMDUT and KUT are invited to send their proposals. In particular the following complementary courses are welcome: Ductile fracture of metals, Fatigue and creep fracture (KUT); Basics of Fracture Mechanics, Case-histories and exercises (LAMDUT).
- (8) POLITO could realize 2 textbooks (a primer and an advanced text on Fracture Mechanics).
 - (9) KUT proposes courses on applications of Fracture Mechanics (fatigue, creep, fracture dynamics and FE applications) with standard procedures for Structural Integrity assessment.
 - (10) ITWM proposes courses on load data analysis and on multibody & mechatronics simulations for durability.
 - (11) Election of the Scientific and Management Committee (eligible only from WP Leaders): A. Carpinteri, M. Paggi, S. Puzzi (POLITO); K. Dressler, A. Marquardt (ITWM); G. Borzi, G. Fotia (TCN); G. Ferro (ESIS), G. Zavarise. This proposal is approved.
 - (12) Election of the Coordination Group (one representative of each Partner): A. Carpinteri, F. Voci (POLITO); K. Dressler (ITWM); G. Borzi (TCN); G. Ferro (ESIS); M. Gorol (MESco); A. Neimits (KUT); T. Morris (NAFEMS); H. Oka (FIGES); E.E. Gdoutos (LAMDUT); G. Zavarise. This proposal is approved.

16:50 **Closing.**

The minutes are approved by all the partners at the end of the meeting.



Prof. Alberto Carpinteri, Project Leader

Enclosures:

Annexes A, B, C, D, E, F, G, H, I, J, K.