

Event	EU project "RISKCYCLE" (226552) - Kick-off meeting
	Sala de Conferencias
Location	Consejo Superior de Investigaciones Científicas (CSIC) Jordi Girona 18-26, Barcelona, Spain



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1 Introduction

Many potentially hazardous compounds are traded as chemicals or incorporated as additives in products. Their release to the environment has been a concern of EC, UNO, WHO and OECD. With the growing level of worldwide trade, we face unsafe products on the market. Global trade in a circular economy is not acceptable without globally agreed assessment methods and harmonised C+L.

The overall object of the project RISKCYCLE is to define future needs of R+D contributions for innovations in the field of risk-based management of chemicals and products in a global perspective using alternative testing strategies to minimize animal testing.

2 Objectives and review

The kick off meeting was organised by the coordinator of the project RISKCYCLE and took place in Barcelona, Spain. During this meeting partners were called to exchange information about their institutions, field of work and culture. It also aimed at putting forward, discussing, determining and organising all future steps having to do with RISKCYCLE activities: data mining, meetings, web-page establishment, etc. Further discussion on the aims and objectives of the project set the basis for the work to be done and an effective collaboration.

The kickoff-meeting was divided into three days of productive presentation and discussion sessions. On the first day the Management Board (MB) met to finalise the objectives and the next steps within the following periods of the project. On days two and three the General Assembly came together to get to know each other and to learn more about every partners strengths. Each partner of the MB had the chance to present his work-package and to discuss still existing issues with all other partners. The work-packages were synchronised and completed, to make sure all participating partners are working in the same direction.

Further on the following workshop dates, deliverables and reports were explained and discussed. Topic 3 of this report includes the minutes from the kickoff meeting.

3 Minutes

3.1 Decisions made by the Management Board on day 1

1. The Management Board suggests to ask the General Assembly to hand over their mandate to the Management Board in cases of urgent decisions. (All project partners agreed to this on day 2).
2. The Management Board suggests Stefan Rydin (NORDEConsult) as new partner to substitute Prof. Dr. Ridvan Berber from partner 16 (ANKU).
3. Susanne Heise (partner 8 (TUTECH) changed her institution and would like to take her project responsibility with her to her new institution at HAW (Hamburg University of applied science). The Management Board suggests to the General Assembly to accept her new institution (HAW) to replace TUTECH.
4. TUD as coordinator will send the chart with the respective amounts of EU funding, which was transferred within the first pre-financing, to all partners.
5. For all reports, the partners have to send the required information to the WP-leaders and they will send the completed WP report to the coordinator. The coordinator will collect the received reports and send it to the European Commission.
6. The research results and information, which will be generated within the project, will be made public via the webpage of the project.
7. The project focuses, according to the proposal, on additives and substances in textiles, electronics, plastics, leather, paper and lubricants.
8. The Grant Agreement will again be send by TUD to all partners and the contract between TUD and EC will be printed and handed to all partners on day two.
9. TUD will provide Templates for the 6th month period reports.

10. The Management Board agreed on the planned layout of the RISKCYCLE homepage.

11. Within all publications, which are related to the project RISKCYCLE, it has to be mentioned that the project is funded by the EU. All publications have to be handed to all partners 45 days in advance of the publication, if there is no deny by a partner the publication is accepted.

3.2 Decisions made by the General Assembly on day 2 and day 3

1. TUD will create a template for power point presentations which should be used by all partners for presentations related to RISKCYCLE.
2. CSIC will develop and provide a logo for the project RISKCYCLE.
3. All members of the General Assembly agreed to hand over their mandate to the Management Board in cases of urgent decisions, to avoid delays in making important decisions.
4. The General Assembly agreed to transfer the responsibility of TUTECH (they will withdraw from the project) to HAW (they will join the consortium as a new partner). Both institutions were and will be represented by Susanne Heise.
5. All members agreed to the suggestion that Stefan Rydin (NORDEConsult) will join as new partner to substitute Prof. Dr. Ridvan Berber from partner 16 (ANKU).
6. Workshops will be held during the following dates:

Vietnam:	3rd – 6th May 2010
China:	15th – 18th Nov 2010
Brazil:	3rd – 5th May 2011
India:	11th – 14th Oct 2011
Dresden	7th – 10th May 2012

7. A special topic for the first workshop in Vietnam has to be decided until 15th January 2010.

8. The workshop hosts will send necessary VISA requirements and vaccination until 6th Nov 2009.
9. The coordinator (TUD) and the work package leaders will define the aims and objectives of the proposal and the WP, like it was discussed during the kickoff-meeting and the coordinator will present the changes to the EC.
10. The coordinator (TUD) will update the Consortium Agreement like it was discussed during the kickoff-meeting. After all changes (for example about partners) are fixed, the coordinator will send the final version of the Consortium Agreement to all partners to check again and to let it sign from their legal representatives.
11. These are the responsibilities for the first data mining:
 - Paper: TUD, CSIC
 - Electronics: IVL, TUD, TERI, COPPETEC
 - Leather: CSIC, TERI, UPC, NORDEConsult
 - Lubricants: TUD
 - Plastics: TUD
 - Textiles: CSIC, TUD, TERI, UPC, NORDEConsult
12. Partner CSIC will organise the literature separation and will also create a data base.
13. IRFMN and CSIC will make a suggestion on toxic substances until the end of this year.
14. Each work-package leader will provide a list of necessary data and information for their respective work-package until the end of this year.

4 List of Participants

Parter ID	Country	Participants
TUD	Germany	Prof. Dr. Bernd Bilitewski
		Dipl.-Ing. Christoph Wünsch
		Dipl.-Ing. Veit Grundmann
CSIC	Spain	Prof. Damià Barceló
		Dr. Antoni Ginebreda
IRFMN	Italy	Dr. Emilio Benfenati
UPC	Spain	Prof. Joaquim Casal
		Rosa-Maria Darbra
CML	Netherlands	Dr. Jeroen Guinée
IVL	Sweden	Mohammed Belhaj
		Tomas Rydberg
		John Munthe
URV	Spain	Dr. Marti Nadal
		Joaquim Rovira
		Lourdes Callau
TUTECH	Germany	Ms. Kari Moshenberg
UCSC	Italy	Dr Gabriella Fait
DTU	Denmark	Henrik Fred Larsen
BRGM	France	Dr. Dominique Guyonnet
COPPETEC	Brasil	Prof. Dr. Claudio Fernando Mahler
		Prof. Dr. Alessandra Magrini
ICEEE	China	Prof. Dr. Martin Gering
TERI	India	Rakesh Johri
HUS	Vietnam	Prof. Dr. Nguyen Thi Diem Trang
OECD	France	Laurence Musset
NORDEConsult	Sweden	Stefan RYDIN

5 Pictures of the meeting



