**Com FIBRE Kick off Meeting Agenda**

**Poznan, Poland – 27-28 October 2011**

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| **Venue:** | **Local contact:** | **General contact** |
| To be defined | e-mail  phone:  mobile: | e-mail:  phone:  mobile: |

**Chair:** Sebastià Sallent

The agenda is meant to serve as a scaffold for the meeting and is thus not fixed. It will be adapted to our discussion needs on the fly.

Agenda is based in European time. Brazilian time is 5 hours earlier. Morning meetings are intended to concern only kick-off attendants and afternoon meetings will be attended by Brazilian partners via videoconference.

**27 October 2011 – FIBRE kick off meeting**

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| 9:00h | **Welcome, arrival and coffee/ light lunch** |  |
| 9:30h | **Logistics, meeting overview, agenda approval** | All |
| 10:00h | **Short presentation of all partners (EU)**  Please provide a short introduction about your organization (3 slides and 3 minutes per partner) | All |
| 10:25h | **FIBRE project overview**   * Goals * Outcomes for each phase * Collaboration with other facilities, FIRE, GENI, etc. | i2CAT |
| 10:45 | **Coffee break** |  |
| 11:00h | **WP1 slot “Project Management” (EU)**   * Consortium agreement (?) * Reporting (Tool Demo) * Status Grant Agreement * Payments * Communications (phone conferences, mailing lists, project server) * Publications process, project internal review process | i2CAT |
| 13:00h | **Lunch** |  |
| 14:00h | **WP3 Building and operating the European facility**   * WP3 work plan, tasks, discussion, scheduling, coordination * T3.1 Requirement study and analysis   + Use cases   + Facility: OAM, configuration, operation, management, monitoring, etc * T3.2 Infrastructure Update   + European Hub   + New equipment * T3.3 OFELIA CF   + Architecture, islands, federation, technologies. * T3.4 OMF   + Architecture, facility, federation, technologies. | i2CAT  UEssex  i2CAT  UTH |
| 16:00h | **Coffee break** |  |
| 16:15h | **Management summary** | i2CAT |
| 16:30h | **EU discussions (identify topics)**   * + Federation   + European Hub | EU partners |
| 18:00h | **End of day 1** |  |

*19:00 – ¿Social dinner?* *(In Travel and logistics section)*

**28 October 2011 – FIBRE kick off meeting**

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| 9:00h | **Arrival and coffee/ light lunch** |  |
| 9:00h | **WP1 slot “Project Management” (EU-BR)**   * BR-EU coordination * Technical board members definition | i2CAT/UFPA |
| 9:45h | **NITOS**   * Architecture, OMF, equipment, technologies * Demo | UTH |
| 10:45 | **Coffee break** |  |
| 11:00h | **OFELIA**   * Architecture, equipment, technologies * Demo | I2CAT |
| 11:45h | **WP2 Building and operating the Brazilian facility**   * WP2 work plan, tasks, discussion, scheduling, coordination * T2.1 Requirement study and analysis * T2.2 Infrastructure   + Islands description, equipment, optical OpenFlow * T2.3 Development of control and monitoring framework * T 2.4 Operation of the facilities. | RNP  UFPA  UFSCar  RNP |
| 13:00h | **Lunch** |  |
| 14:00h | **WP4 Federation of facilities**   * WP4 work plan, tasks, discussion, scheduling, coordination * T4.1/T4.2/ T4.3/ T4.4   + Requirements analysis   + SFA   + Federation Physical Interconnection | UPMC |
| 15:30h | **Coffee break** |  |
| 15:45h | **WP5 Development of technology pilots and showcases**   * WP5 work plan, tasks, discussion, scheduling, coordination   Pilots description and analysis | UEssex  CPqD |
| 16:45h | **WP6 Communications and Dissemination**   * WP6 work plan, tasks, discussion, scheduling, coordination * Dissemination plan * Project website and flyer   Cooperation with internal projects and efforts for building research facilities | UTH  RNP |
| 18:00 | **End of day 2** |  |

**Travel and Logistics**

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| ***Travel:*** | For travel related information please use the following links: |
| ***Accommodation:*** |  |
| ***Meeting Venue (Room):*** |  |