

Reference	Delivery Date	Partner in charge	Description
PCT1-WP1-A1			Administrative matters
PCT1-WP1-A1.1	May 21 st , 2007	M.Depretz	Update the DCA project Directory and distribute it among the project members
PCT1-WP1-A1.2	End of May 2007	ESA, INTA, NOVA	Contact your Board members to accelerate approval of the amendment to the Consortium agreement proposed by MPG
PCT1-WP1-A2			Financial matters
PCT1-WP1-A2.1	Fall Board meeting	EuroVO-DCA Board	Assess the case for potential re-allocation of DCA funds between travels and personnel inside the partners' budget for the mid-term project contractual activity report (D15)
PCT1-WP1-A2.2	September 2007	All partners	Remind your Board member to contact your administrative authorities to identify the information needed by your local audit authorities
PCT1-WP1-A3			Management
PCT1-WP1-A3.1	May 11 th , 2007	M.Depretz	Provide the 1 st PCT meeting list of actions
PCT1-WP1-A3.2	May 11 th , 2007	M.Depretz	Update the Self-evaluation Matrix (in particular actual and initial dates) and the Risk Register and distribute them among the DCA project members and on the DCA TWiki
PCT1-WP1-A3.3	May 11 th , 2007	M.Depretz	Propose dates for the next Board + PCT meeting (October 2007) and ask for possible location
PCT1-WP1-A3.4	May 25 th , 2007	M.Depretz & F.Genova	Produce the 1 st PCT meeting minutes and distribute them among the DCA project members and on the DCA Twiki
PCT1-WP1-A4			Information gathering and distribution
PCT1-WP1-A4.1	May 11 th , 2007	M.Depretz	Update the 1 st PCT meeting TWiki page with the agenda and presentations
PCT1-WP1-A4.2	June 1 st , 2007	All partners	Provide the list of DCA presentations to conferences/meetings of other EC-funded projects and other DCA related talks
PCT1-WP1-A4.3	June 1 st , 2007	All partners	Inform the PM (MD) of all technical visits you have organised (see also action PCT1-WP3-A1.4)
PCT1-WP1-A4.4	July 2007	M.Depretz	Create a "communication package" (brochure, poster, elements for talks) for communication about the DCA project
PCT1-WP1-A5			Reporting
PCT1-WP1-A5.1	May 25 th , 2007	M.Depretz	Produce a first draft for the 2 nd report to EU and ask PCT members for their contributions
PCT1-WP1-A5.2	June 1 st , 2007	All partners	Comments and additional information for the 2 nd report to EU
PCT1-WP1-A5.3	June 1 st , 2007	A.Belikov	Provide a description of NOVA activities within the DCA project
PCT1-WP2-A1	All project duration	All partners	Provide M.Allen or any other IST member with examples, science cases and tutorials of scientific interest
PCT1-WP2-A2			Census content
PCT1-WP2-A2.1	June 1 st , 2007	F.Genova	Add to the definition of a Data Centre on the Twiki what it means to be in the VO (register at least one service, ...)
PCT1-WP2-A2.2	June 1 st , 2007	G.Lemson and TEG	Provide comments about the draft census of data centres and IST recommendations about the census
PCT1-WP2-A2.3	June 1 st , 2007	M.Allen & F.Genova	Update the IST recommendation about the census from 1 st PCT meeting discussions
PCT1-WP2-A2.4	December 2007	F.Genova	Using the census, inform EC, GEANT and NRENs about the location of DCA Data Centres in liaison with possible connectivity needs
PCT1-WP2-A3			Census questionnaire
PCT1-WP2-A3.1	May 4 th , 2007	A.Wicenec	Provide information and link about the tool to be used to produce the census questionnaire (CLOSED)
PCT1-WP2-A3.2	Mid-June 2007	M.Depretz	Produce the first draft of the Census questionnaire

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PCT1-WP2-A3.3	End of June 2007	All partners	Ask one of their national Data Centres to test the questionnaire and comment the draft questionnaire
PCT1-WP3-A1			General
PCT1-WP3-A1.1	June 1 st , 2007	C.Arviset	Revise the table about "on site support" given in the Preliminary Project Plan (D2)
PCT1-WP3-A1.2	June 1 st , 2007	C.Arviset & A.Richards	Coordinate WP3 and WP3-2 plans and inform the partners
PCT1-WP3-A1.3	End of May 2007	C.Arviset	Provide a short description (1 page) about the Spectroscopy workshop
PCT1-WP3-A1.4	End of June 2007	C.Arviset	Create a Web Page about WP3 technical visits, to be filled by all partners
PCT1-WP3-A2			Euro-VO Workshop
PCT1-WP3-A2.1	May 4 th , 2007	ESA	Publicize the information about the "EURO-VO Workshop on how to publish data in the VO" and inform participants of the possibility to get some support from ESA and DCA partners (CLOSED)
PCT1-WP3-A2.2	May 11 th , 2007	F.Genova	Send the information about the "EURO-VO Workshop on how to publish data in the VO" to OPTICON
PCT1-WP3-A2.3	May 11 th , 2007	A.Richards	Send the information about the "EURO-VO Workshop on how to publish data in the VO" to RadioNet
PCT1-WP3-A2.4	End of June 2007	C.Arviset	Create a "Need support to publish your data?" webpage on which Data Centres needing support can log on and get information
PCT1-WP5-A1	May 25 th , 2007	G.Taffoni	Confirm the name of EGEE contact person for Astronomy related activities
PCT1-WP6-A1	End of May 2007	F.Genova	Contact Mary Kontizas (University of Athens) to propose to publish her spectra library in Vizier
PCT1-WP6-A2	End of May 2007	R.Gutierrez & E.Solano	Put Petr Skoda (Astronomical Institute, Ondrejov, Czech Republic) and A.Wicencec into relation (publication of spectral data)