

COST Action TU0904  
Integrated Fire Engineering and Response  
**Working Group 2 - Structural Safety**  
Prague, 30 April 2011  
**MINUTES**



**1. Welcome and introductions**

The leaders of WG2 welcomed all present WG2 members.

**2. Approval of the Agenda**

The proposed Agenda was approved.

**3. Introduction of new members**

Two new WG2 members: Dr.-Ing. Manfred Korzen and Dipl. ing. Građ Marija Jelčić Rukavina were welcomed and introduced themselves. All other members of WG2 also introduced briefly themselves.

**4. Approval of the minutes of Barcelona meeting**

The minutes of the Barcelona were presented and approved.

**5. WP 1 State-of-the-Art Report**

The leaders of WG2 thanked all the members who participated in the development of the State-of-the-Art Report. The printed report and its pdf version were briefly presented. The printed report was earlier distributed among the members by the Organizers of the meeting and the Conference. Gained experience showed that using Google Docs as the Common Working Space (CWS) is not efficient. It was decided that the CWS on Google Space will be replaced by shared folders created on Dropbox by Leslaw Kwasniewski.

**6. WP 2 Case Studies**

Most of the time spent on the meeting was covered by a discussion on the WP2 Case Studies. It was concluded that within two weeks after the meeting there will be developed and uploaded to the CWS two documents: a template of the report and a check list containing all points which should be considered in the Case Study. The Chair of the Action Prof. Frantisek WALD offered to prepare the template. Each member of WG2 will try to develop an individual draft of the Case Study till the end of September 2011. All files should be uploaded to the CWS on Dropox.

**7. VP 5 Dissemination**

As an example of dissemination a volume of the Polish technical journal "Inżynieria i Budownictwo" - Nr 11/2010 was presented with a paper written in local language and describing the Action. The web site of the Action was also presented by the Group Leader.

**8. STSM Short term scientific missions**

The Chair of the Action described current possibilities for the Short Term Scientific Missions.

**9. Closure of the meeting**

3 May 2011

Leslaw KWASNIEWSKI, Raul ZAHARIA