

Minutes of Management Committee Meeting

at The University of Aveiro, Portugal

18-19 October 2013

1. Welcome to the participants

Members of the MC were welcomed to Aveiro by Professor Paulo Vila Real.

The following new participants were welcomed to the MC meeting:

- Simon J. Ham (UK – Fire safety strategist),
- Cesar Martin Gomes (Spain),
- Cristian Maluk (UK – benchmark studies),
- Roberta Fonti (Italy – benchmark studies),
- Ross Johnston (UK – benchmark studies),
- Kalliopi Zografopoulou (Greece – benchmark studies),
- Domenico Sannino (Italy – benchmark studies)
- Waldemar Weisheim (Germany – benchmark studies)

2. Approval of the agenda

The Agenda was approved.

3. Approval of the Minutes of the MC meeting Prague, April 2013

The Minutes were approved.

4. Current budget available

The remaining budget was sufficient to fund one further Training School, as well as a single extra STSM and the final MC in Krakow. Publication of the remaining WPs would also be feasible.

5. Preparation of following COST actions

a) *Resilience of building environment against disasters – Beatrice Faggiano*

A pre-proposal had been submitted.

b) *Smoke in fire in infrastructure and buildings – Szilagy Csaba and Guillermo Rein*

A pre-proposal had been submitted.

c) *Security of electric power networks - Paweł Król*

Ideas were still in preparation.

6. Introductory remarks on Work Packages

- a) WP4: Benchmark Studies: The objectives of the Benchmark Studies were reiterated. These are basically simple numerical studies for which all the data can be reproduced by researchers using their preferred modelling software. The most important aspect of these studies is that all relevant data and modelling assumptions are documented in the papers describing the studies. Each is accompanied by an Excel workbook detailing input data and key results, and optionally input files for modelling tools. Since some of the studies produced include experimental results; these are not essential to the purpose of

the work package, but they will be included as a companion volume to the main publication. The final product will consist of a published volume of text articles, as well as a permanent repository on the Worldwide Web which will contain all materials for free download. The latter will be hosted by the Czech Technical University, and will include suitable metadata to make it easily accessible by search engines.

- b) WP6: Suggestions for amendments/improvements to the fire-related Eurocodes: The objectives of this work package were reiterated, and there was a discussion of the most practical means of implementing them.

7. Plenary session on WP4: Benchmark studies

At the time of the meeting 40 benchmark studies had been documented, a selection of which were presented orally at the meeting. After some discussion it was agreed that reporting of the contributions for this work package would be divided into two volumes:

- i. *“Benchmark studies: verification of numerical models in fire engineering”*
- ii. *“Benchmark studies: experimental validation of numerical models in fire engineering”*

The deadline for receipt of finalized individual studies by Kamila Horova, via the WP4 Dropbox, was set at 30 November 2013. This will allow some safety margin for any last-minute emergencies, for normalizing the format of published materials, and for adequate preparation of the web-based repository.

8. Plenary session on WP6: Suggestions for amendments/improvements to the fire-related Eurocodes:

Jyri Outinen and Paulo Vila Real introduced the plenary session to WP6, after which the opportunities to make a contribution to the next phase of development of the Eurocodes were discussed:

- a) Proposals for a unified set of procedures for a formal structure of the European fire engineering design procedure, embodying national rules and cooperation between the authorities of European countries. This will involve the improvement of collection of information about practices in individual countries based on WG3 work, see http://fire.fsv.cvut.cz/ifer/WP1/WG3_IFER_State_of_the_Art_2010.pdf. A proposal and questionnaire will be prepared and edited by Jyri Outinen.
- b) Proposals for improvement of the structural Eurocodes, based on Knowledge and evidence taken from national and European projects, as well as the best research world-wide. Paulo Vila Real will prepare and edit a one-page template to collect suggestions from members of the Action, and will lead the collation of these suggestions.

The templates will be sent to members of the Action as soon as possible. The deadline for initial submission of responses is 30 January 2014. They will be discussed in detail during the Krakow meeting in February 2014, and will be finalized by a small editorial group which will work in parallel with the Luleå training school 12 – 15 March 2014. They will be published after this meeting.

9. Projects under WP7: Educational dimension

Dubravka Bjegovic reported that no appropriate EU education calls had emerged for European Masters programmes.

10. Training school

Ian Burgess suggested a schedule for the training school to be held in Luleå, 12 – 15 March 2014:

- 12 March: Presentations of benchmark studies (or their research summary) prepared by trainees, each 15 min. (1 full day)
- 13 March: Introduction to modelling of fire dynamics and heat transfer, structural behaviour and people movement (presentations by scholars as the background to use of software). Introduction of the scenario for the hands-on exercise. (a long half-day)
Non-technical excursion. (Rest of the day)
- 14 March: Hands-on software usage. 3 groups of 10 students in parallel sessions (total of 30 students)
 - Group 1 Fire dynamics and heat transfer (Guillermo Rein ... FDS?)
 - Group 2 Evacuation modelling (Florian Block ... Smartfire?)
 - Group 3 Thermo-structural modelling (Leslaw Kwasniewski ... Abaqus?) (1 full day)
- 15 March: Hands-on software usage. Continuation of previous day. (half-day)
Presentation of results, discussion, feedback Prizes! (half-day)

Kamila Horová introduced the call for student nominations. Priority will be given to those who have taken part in the benchmark studies. If places still remain, these will be offered generally to the participating countries in the Action.

11. Short term scientific missions (STSM)

One potential STSM can still be funded. Proposals should be delivered by the end of October 2013, and the study should be complete by mid-February 2014.

12. AOB

- a) Dubravka Bjegovic offered to organise the first post-Action ASFE Conference, probably to be held in April 2015, in either Dubrovnik or Zagreb.
- b) Evaluation of the Action was discussed. It was agreed to invite two international experts who have not participated so far:
 - Professor Faris Ali, Ulster University, UK,
 - Professor Qiang Xu, Nanjing University of Science and Technology, China.

13. Final MC meeting of the Action

The final MC meeting will be 20-21 February 2014, in Krakow.

14. Closure of the meeting

Frantisek Wald, Ian Burgess
20 October 2013