Scientific and Technological Alliance for Guaranteeing the European Excellence in Concentrating Solar Thermal Energy

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EERA

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Project Deliverable 1.2:

Web-based IP Repository

WP1 – Task 1.1	Deliverable 1.2
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Partner responsible	CIEMAT
Person responsible	Julian Blanco
Author(s):	Julian Blanco, Salvatore Amico
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Table of contents

1. INTRODUCTION

The specifications of the EERA "web repository" and a showcase of research results have basically have been defined by EERA Secretariat. Besides initially it was considered the possibility that the IP repository would be physically located within the STAGE-STE website, and linked the EERA site, after some discussions with EERA Secretariat it became clear that the most practical and logical option was the opposite one: the repository physically located at EERA site, being also the same to the whole EERA and rest of IRPs, and linked to STAGE-STE site.

Therefore the site was conceived and developed (within the Work Package 5 of the "EERASE 2" project), as a two-layers system mainly consisting in a:

a) **Web-based repository**. It shall contain the description of relevant IP assets (Foreground and Background), documents and deliverables can be uploaded, possibly "attached" to a piece of Foreground, stored and made available to the IRP partners in a selective manner (i.e. by foreseeing different access conditions for each partner e.g. according to the type and/or the role in the project – industrial versus academic partners). Furthermore, IRP participants shall be able to easily notify their interest in exercising access rights and the related granting would be recorded and tracked.

   - Accessibility: It shall be accessible only to the participants of an IRP (Integrated Research Programme)– i.e. only IRP participants should be able to upload/download documents, submitting requests for accessing an asset etc.
   - Main features: This is an instrument that will help IRP participants in managing the whole project and it can therefore be used for activities which imply the sharing of documents, notifications etc.

b) **Web-based showcase**. The showcase shall be used to foster indirect exploitation of IP and will list technology profiles containing the description of results, their main features, domain of application, IPR status etc. IRP participants shall be able also to indicate the type of partner they are looking for (depending on the maturity stage of the each result) for advancing the development of the result. In this way such showcase would present and disseminate all the opportunities stemming from the IRPs.

   - Accessibility: only IRP participants shall be able to add documents, text, images etc. This information is visible to third parties in the web.
   - Main features: it shall be used for promoting the results generated by each IRP, as well as the other (complementary) IP assets owned by the IRP/JP participants, wishing to promote those results externally.

2. STRUCTURE OF THE RESTRICTED-ACCESS (WEB-BASED REPOSITORY) INTRANET

The access to the intranet shall be allowed only to the IRP participants. The access will be managed by the coordinator of the IRP, being him/her responsible for giving each participant the keys for accessing the system. Considering the number of partners of STAGE-STE project (currently 41) and that two keys are considered needed per participant, 82 keys should be

initially assigned to the IRP.

2.1. "My ASSET and PREFERENCES" menu

- **Data Entry**: It's the part where each participant insert text, information, upload documents, images etc. about Background and Foreground. For each piece of Background/Foreground the following information shall be provided:

  - Name/title,
  - Short description,
  - Status on the restriction to access,
  - Keywords (selected from a menu),
  - Work package/s of reference (to be decided: radiobutton or checkbox),
  - Type (deliverable, Background, Foreground – check boxes)
  - Link to a deliverable (in the case of Foreground),
  - Related documents (to be uploaded, like .doc, .xls, .ppt, .pdf, .rtf, .tif, .jpg, .bmp etc.),
  - Notes/comments

  The information, as well as the documents, shall be also modifiable and cancellable. An additional field shall be included to indicate the contact person (email) for each asset (even though it would be preferable to have one contact point per each organisation, in charge of Knowledge Transfer activities).

  Once a new asset is inserted (as well as when a change in the status occurs), an alert must be sent to all participants interested in that type of asset (keyword and Work Package/s – see "My Preferences and Alert" sub-section).

- **Status of my Assets**: This function shall allow to see the overall asset portfolio (e.g. like a table summarising the main features of the assets, including whether access rights have been granted or not – and – possibly - to whom, if this does not disclose sensitive information); when "clicking" on an item, information shall expand, in order to get to the detailed features of that item.

- **My Preferences and Alerts**: It shall allow to indicate which topics the person entering into the site is most interested in, in order to trigger an alert when an asset with that features (keywords) would be uploaded. Among the preferences, the Work Package/s of interest (those criteria shall be linked through a OR or AND operator) shall be added.

2.2. "Project ASSETs" menu

- **Status of Project Assets**: It shall provide an overview over the assets of the whole project (such overview shall be sortable according to e.g. owner, type of assets, access rights status, relation with WPs etc.). A search engine must allow to quickly performing a rapid search by keywords, type of asset, words in the description, words in the title, owner of the asset/s.

- **Access Rights Request**: For each Asset (Foreground/Background) a "request for access" button shall be made available. Once clicked on it, the requester shall explain for which purposes (for carrying out the project and/or for exploitation purposes) he/she needs to

access such Foreground/Background. Such request will be sent (by email too) to the owner of the asset, as well as to all the other persons indicated as contact points. Once the request for access has been submitted, it is to be made visible in the status of the Asset.

A template for the granting of Access Rights shall be made available (in doc format). We could also think (if not too difficult) to dynamically create a draft text of the granting of the Access, by including in the text:

- Details of the requester
- Details of the owner of the asset
- Asset/s for which access has been granted
- Duration of the rights
- Purposes of the granting.

Once signed, copy of the agreement shall be uploaded (to verify potential problems in terms of disclosure of sensitive information).

2.3. "SHOWCASE" menu

- **Data entry**: It is where the details on IP assets to be promoted towards external stakeholders (Background, Foreground as well as other IP assets not generated within the IRP project) are added. It shall be linked to the "Data entry" sub-section in "My ASSET and PREFERENCES" menu, as regards the Foreground and Background included there. Per each asset (or group of assets) the following minimum information shall be provided (fields to be filled in) and will be displayed in a webpage:

  - Name/Title of the offer (e.g. a solution to be licensed out, searching for a collaboration to improve a result or to perform a task or to provide a scientific input or a technical feedback)
  - Synthetic description
  - Main technical features
  - Picture/s
  - Innovative aspects (with respect to the state-of-the-art)
  - Applications
  - Technology Keywords
  - Stage of development
  - IP status (status of the protection: e.g. patent applied for but not yet granted, copyrights etc.)
  - Exploitation status (in order to know whether e.g. a licence has been already granted)
  - Type of partner sought
  - Tasks to be performed by the partner sought
  - Contact person details

- **Status of my IP Assets**: This function shall allow to see the overall portfolio of IP asset towards external stakeholders (e.g. like a table summarising the main features of the IP assets, like name, some lines from the description, keywords). When "clicking" on an item, information shall be expanded, in order to get to the detailed features of that item.

- **Status of all IP Assets**: It will provide an overview over all the IP assets inserted by all

project participants (such overview must be sortable according to e.g. owner, keywords).

A search engine must allow to quickly perform a rapid search e.g. by keywords, words in the description, words in the title, owner of the asset, IP status).

3. STRUCTURE OF THE WEB SHOWCASE (FOR THE EXTERNAL USERS)

The showcase shall contain all the information inserted by the different STAGE-STE participants (through the "Data Entry" page in the "SHOWCASE" menu). Its structure should resemble somehow to the one of the Enterprise Europe Network database/showcase (e.g. http://een.ec.europa.eu/tools/services/SearchCenter/Search/ProfileSimpleSearch?shid=32db25 cb-726f-43b0-8b5f-7742d0935799).

The information will need to be endowed of a search engine for quickly performing rapid search according to e.g. technical keywords, words in the description, IP status etc.

For each profile showed, any user shall be able to submit an "Expression of interest", explaining why he/she is interested in that asset and asking further specific information (for this time onwards, after the contact between an owner of an asset and a potential user/licensee, the role of the system will be over).

We shall establish an alert system for users: users shall submit their keywords of interest and they will be alerted when an asset which matches one (or more) keywords would be uploaded in the system.

3.1. Hosting

The system shall be hosted in a server to be contracted (specific contractor still to be defined) and under the responsibility of EERA Secretariat. To this aim, a specific confidentiality agreement shall be signed in order to protect and preserve the proprietary information that will be present and exchanged in the system.

EERA Secretariat estimates that the daily traffic (considering all IRPs) could be around 30 users per day.

Files/pictures to be uploaded should be limited in size. Nevertheless, it is estimated that, in the case of STAGE-STE, around 5/6 GB of space available would be initially required to allocate the corresponding information. The same amount of space will be allocated the rest of IRPs.

3.2. Status of implementation

The IP repository will be officially released once the final structure will be completed and tested (expected on end June 2015). The IRP STAGE-STE has already started the testing of the system, being accessible on: http://app.eera-set.eu/ecm/.

Some additional features have been modified with respect to the original specifications, in order to simplify the use of the tool and, at the same time, to offer a more complete and flexible tool.
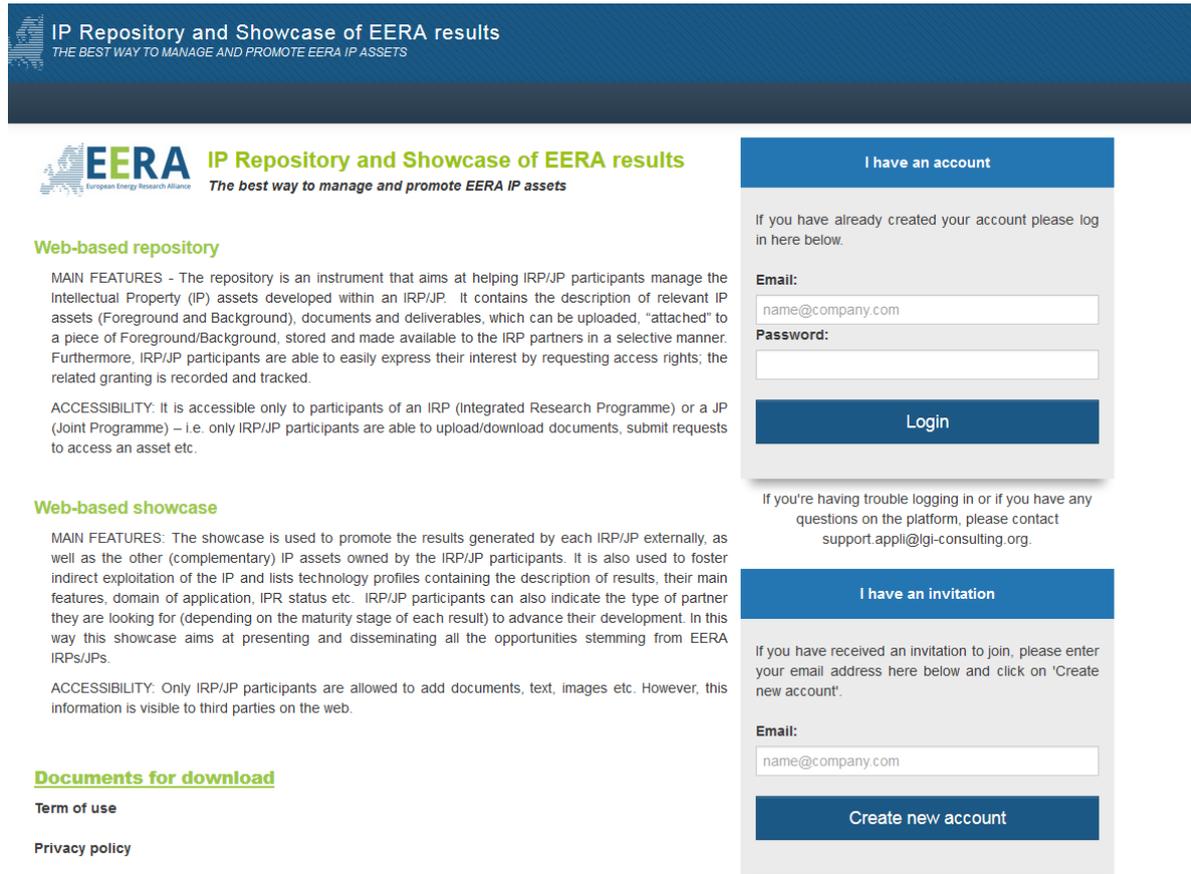
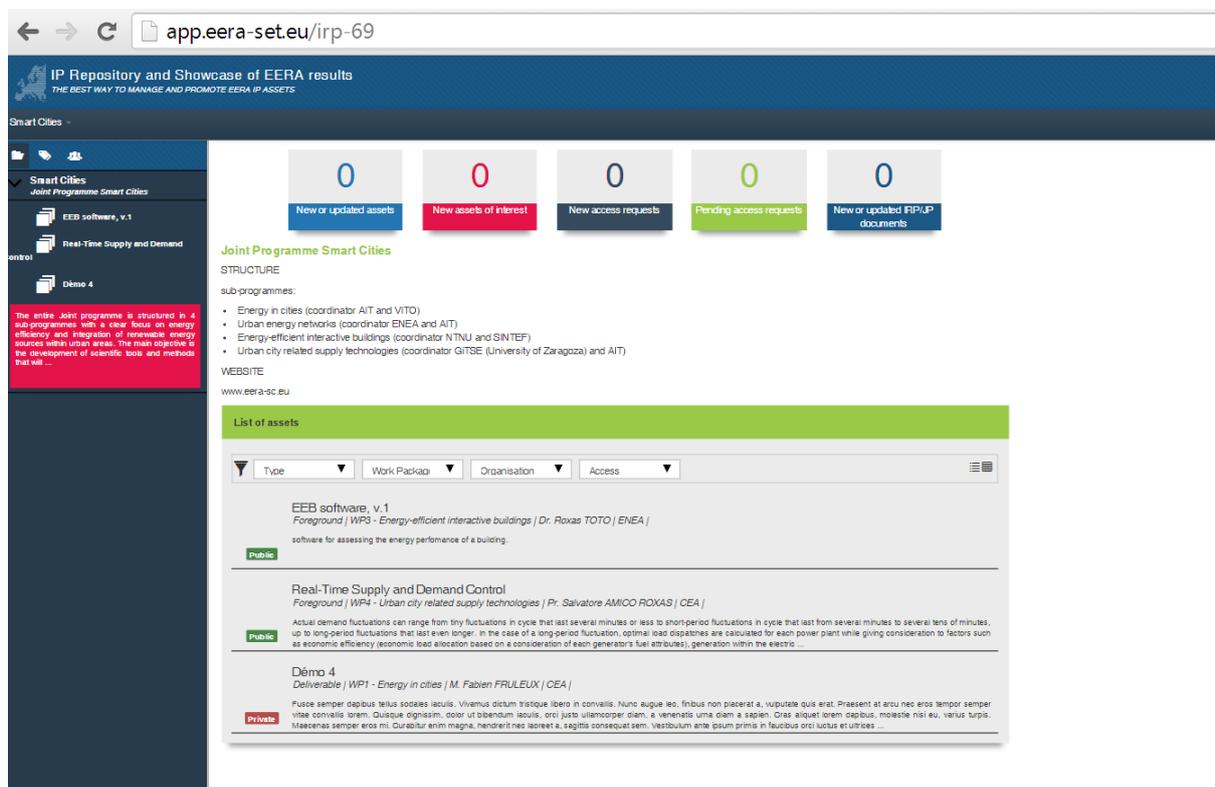*Fig. 1: Entry page of the IP repository and web showcase*

Fig. 2: Tableau de bord of the IP repository

Fig. 3: Screenshot of the showcase template

Specific efforts have been spent on the procedure for the granting and tracking of access rights, in order to ensure that relevant provisions of the consortium agreement are complied with (e.g. as regards the "needed" requirement). Here are the main steps of the access granting procedure:

1) The Party which needs to access to a Background or Foreground of another Party (the "Requesting Party") shall, after clicking on the "Requesting Access" button, specify the reasons why he/she needs the access to the Background/Foreground (i.e. for carrying out his/her own share of work within the project and/or for commercial purposes);

2) The request will be sent to the Asset owner who will answer to the request (he/she can either accept it or reject it with a valid justification);

3) Once the Asset owner agrees, then the Requesting Party has a double option:

- Option A: he/she can fill in a form that will help the Parties in concluding the access right agreement. Two templates for the granting of access have been prepared: one for the granting of Access Rights for implementation purposes, and another one for the granting for exploitation purposes. The Requesting Party needs just to insert all the required information in the form in order to get a first draft of agreement (which will contain relevant information like parties involved, asset concerned, technical support granted etc.), to be negotiated and concluded with the counterpart (the Asset owner). Parties are free to use such templates (in alternative, they can resort to Option B, by using any other legal text, like the one/s provided by their own legal/IP department);
- Option B: the Requesting Party uploads a proposal of agreement (in .doc format).

4) Once the Requesting Party fill in the form OR upload a proposal of agreement, he/she has to click on "Send to the Asset owner";

5) The Asset owner will receive the agreement proposal and, if the content of the agreement is ok, then he/she will:

- Inform the Requesting Party about the acceptance of the agreement;
- Print two copies of the agreement, make them signing by the authorized person;
- Send by mail the two signed copies to the Requesting Party;

6) Once the Requesting Party receives the two copies, he/she will:

- Make them signing by the authorized person;
- Send one of the copy of the signed Agreement to the Asset owner;
- Scan the Agreement and upload it in the IP Repository website.

4. ESTRUCTURE OF THE INFORMATION TO BE PROVIDED PER ASSET

The information to be provided to each IP asset introduced into the IP repository will be the following:

1) Name/Title of the offer (e.g. a solution to be licensed out, searching for a collaboration to improve a result or to perform a task or to provide a scientific input or a technical feedback)

2) Synthetic description

3) Main technical features

4) Picture/s

5) Innovative aspects (with respect to the state-of-the-art)

6) Applications

7) Technology Keywords

8) Stage of development

9) IP status (status of the protection: e.g. patent applied for but not yet granted, copyrights, etc.)

10) Exploitation status (in order to know whether e.g. a licence has been already granted)

11) Type of partner sought

12) Tasks to be performed by the partner sought

13) Contact person details

During the first year of IRP execution the activities related with the internal IP management were initially focused on the collection of know-how elements, which were requested to be provided by the EU research organizations (industrial companies and third country organizations were excluded). These IP contributions were included within Consortium Agreement document, and collected the information corresponding to the points #1, #2 and #13 of the previous list. Finally, 177 contributions were collected from all EU research partners (23 organizations), being the figures summarized into the following table:

Table 1: Number of background IP assets, by IRP partner, included within the Consortium Agreement and to be used as starting information to feed the web-based IP repository

	Thermal Storage (WP7)	Solar Materials (WP8)	Solar Fuels (WP9)	CSP + Desalination (WP10)	Line Focus (WP11)	Point Focus (WP12)	TOTAL
CIEMAT	2	4	2	6	3	2	**19**
DLR	4	4				2	**10**
PSI			7				**7**
CNRS	3	3	2			2	**10**
FISE	2	3		1	2	2	**10**
ENEA	9	1	4	1	3	3	**21**
ETHZ			1				**1**
CEA		4		8	4		**16**
CYI	4	1		1		1	**7**
LNEG	1	3	4	1	1		**10**
CTAER					1	2	**3**
CNR	5	3				1	**9**
CENER	1	2			2	3	**8**
TECNALIA	4	2			1		**7**
EVORA	1			1	5		**7**
IMDEA	4		1			2	**7**
CRANFIELD		4				1	**5**
TEKNIKER	2				2	2	**6**
UNIPA			1	1			**2**
CRS4	1					2	**3**
INESC-ID						1	**1**
IST-ID		2					**2**
FBK				1	4	1	**6**
	43	**36**	**22**	**21**	**28**	**27**	**177**