Technical Meeting and Project Review Meeting

Izola, Slovenia 10-14 February 2025 (Month 21)

AGENDA

RATIONALE OF MEETING

The SINTETIC project technical meeting will be held in Izola (Slovenia) lasting three days for 10 to 12 February 2025. In addition, the SINTETIC project review meeting will be held on February 13th. The attendance to the review meeting is obligatory for all Work Package Leaders, while other partners interested in attending are also warmly welcome to voluntary attendance.

Assuming interest in the participation to the EUDR international workshop to be organized on Monday, February 10th, it is recommended for partners to travel to Izola one day before (on Sunday, February 09th).

The meeting activities will include the following:

- Presentation of the overall status of the project by the project coordinator
- Presentation progress of technical Work Packages by WP Leaders
- Overview and summary of the Deliverables completed by responsible partners
- Planning of the ongoing or forthcoming activities by Task Leaders
- Preparation for the SINTETIC project review meeting
- Internation Workshop "New technologies of SINTETIC project supporting stakeholders in EUDR implementation"

Sunday 9th February

Travel to Izola – recommended if attending dissemination event

18:30 – 22:00   Informal social dinner

Monday 10th February

09:00- 16:00 Dissemination/communication event: "New technologies of SINTETIC project supporting stakeholders in EUDR implementation"

Separate agenda will be prepared and shared with SINTETIC project partners before the event.

Participation in this event is optional. Partners may invite relevant stakeholders who may contribute to the discussion and dissemination.

17:00- 18:30 Welcome aperitivo to all the partners at InnoRenew CoE offices.

18:30 – 22:00   Common social dinner (walking distance to the restaurant)

Tuesday 11th February
DAY 1 Project meeting

Introduction to the project

9:00 – 9:30

Welcome by InnoRenew CoE (20 min)

Welcome and summary of the agenda by the project coordinator (10 min)

Presentations of Work Packages

9:35– 10:25

WP1: System requirements analysis and interoperability (by LAMMA, 15 min)

The presentation will offer a comprehensive summary of the activities completed for the Work Package (WP). It will serve as a preliminary test ahead of the review meeting on Thursday. The content will include, but is not limited to, an overview of WP and task progress, including percentage completion, submitted and pending deliverables, identified criticalities, and recommendations for partners/ consortium.

Presentation, plans and discussion of ongoing tasks, completed deliverables, and their outcomes. (by Delivery leaders)**:**

~~D1.1 System requirements of the overall system and the specific users (data and interfaces) (by UEF, 10 min)~~

D1.2 Data Management Plan (by CNR, 10 min)

D1.5 Geospatial and platform data model, conceptual scheme (by LAMMA, 10 min)

Questions (15 min)

10:25 – 10:40 Coffee break

Presentations of Work Packages

10:40 – 12:45

WP2: Prototyping data providing systems (By INNO, 15 min)

The presentation will offer a comprehensive summary of the activities completed for the Work Package (WP). It will serve as a preliminary test ahead of the review meeting on Thursday. The content will include, but is not limited to:

- An overview of WP and task progress, including percentage completion, submitted and pending deliverables, identified criticalities, and recommendations for partners/ consortium.
- Planned actions for all activities and deliverables to be executed between months 21 and 36 (M21–M36).

Presentation, plans and discussion of ongoing tasks, completed deliverables, and their outcomes. (by Delivery leaders)

D2.1. Prototypes development report detailing the technical characteristics and pre-test results of the prototypes (hardware and software) (by INNO, 10 mins)

D2.2. Report detailing the operative feedback from demos and the upgrades done accordingly on the prototypes (by INNO, 10 mins)

D2.3 Marking and tracking system for trees and timber products (by OTME, 15 min)

D2.4 Smartphone-APP for timber measuring, grading and tracking (by ARBO, 15 min)

D2.5 Web APP to process and report forest inventory information (ForestHQ) (By TREE, 15 min)

D2.6 Prototype of forest harvester with tracking functions and quality sensors (by OTME, 15 min)

D2.7 Quality assessment and traceability systems in sawmill (by MICRO, 15 min)

Questions (15 min)

12:45 – 13:45 Lunch

Presentations of Work Packages

13:45 – 15:00

WP3: Setting-up the IT infrastructure and development of applications (By TREE, 15 min)

The presentation will offer a comprehensive summary of the activities completed for the Work Package (WP). It will serve as a preliminary test ahead of the review meeting on Thursday. The content will include, but is not limited to:

- An overview of WP and task progress, including percentage completion, submitted and pending deliverables, identified criticalities, and recommendations for partners/ consortium.
- Planned actions for all activities and deliverables to be executed between months 21 and 36 (M21–M36).

Presentation, plans and discussion of ongoing tasks, completed deliverables, and their outcomes (by Tasks leaders)

D3.1. Geodatabase of all data and metadata provided by sensors and forest machinery (by CNR, 15 min)

D3.2. Data procedures and algorithms to services, source code (by CNR, 15 min)

D3.3. The SINTETIC platform GUI (by TREE, 15 min)

Questions (15 min)

15:00 – 15:15 Coffee break

Presentations of Work Packages

15:15 – 16:30

WP4: Demonstrations (By CNR, 10 min)

The presentation will offer a comprehensive summary of the activities completed for the Work Package (WP). It will serve as a preliminary test ahead of the review meeting on Thursday. The content will include, but is not limited to:

- An overview of WP and task progress, including percentage completion, submitted and pending deliverables, identified criticalities, and recommendations for partners/ consortium.
- Planned actions for all activities and deliverables to be executed between months 21 and 36 (M21–M36).

Presentation, plans and discussion of ongoing tasks, completed deliverables, and their outcomes (by Tasks leaders)

Task 4.1 Demo planning (by CNR, 15 min)

Task 4.2 Demo execution and how to report the demos (by UNITBV) (15 min)

Task 4.3 Enhancement of forest value and management with digital tools (by BLUEB, 15 min):

> D4.2. Integrated web platforms and portable digital tools to enhance forest management of fragmented forests
>
> D4.5. Mobile application for inventory and traceability
>
> Ms4.2. Timber product certification
>
> Ms4.4 – Mobile application for inventory and traceability prototype review

Questions (15 min)

PARALLEL FOCUS MEETINGS: WP2, WP3 and WP4

16:30 – 17:30

Themes? Participants? To be defined and organized at Task or WP level, depending on the specific needs of partners. TO BE UPDATED FOR THE FINAL VERSION OF THE AGENDA.

19:00 – 22:00 Networking Dinner (INNO)

Wednesday 12th February
DAY 2 Project meeting

8:30 – 9:00

Coffee offered by INNO

Presentations of Work Packages

9:00 – 10:15

WP5: Data analysis and modelling (By UEF, 15 min)

The presentation will offer a comprehensive summary of the activities completed for the Work Package (WP). It will serve as a preliminary test ahead of the review meeting on Thursday. The content will include, but is not limited to:

- An overview of WP and task progress, including percentage completion, submitted and pending deliverables, identified criticalities, and recommendations for partners/ consortium.
- Planned actions for all activities and deliverables to be executed between months 21 and 36 (M21–M36).

Presentation, plans and discussion of ongoing tasks, completed deliverables, and their outcomes (by Tasks leaders)

Task 5.1 Wood quality modelling: boards-roundwood-tree interrelations (by UEF, 15 min)

D5.1. Wood quality models relating timber properties with stand and process data

Task 5.1 Real time bucking optimization (by TREE, CTFC; 15 mins)

Task 5.2 Mobile LiDAR data analysis for remaining trees (by UEF, 10 min)

D5.2. Terrestrial laser scanning inventory of standing trees for stand health assessment and for tree optimal bucking

Task 5.3 Illegal logging alert service (by CNR, 15 min)

Task 5.4 Economic and technical assessment (by UNITBV, 10 min)

Questions (10 min)

10:30 – 10:45 Coffee break

Presentations of Work Packages

10:45 – 12:15

WP6: Exploitation, dissemination and communication (By EOS, 15 min)

The presentation will offer a comprehensive summary of the activities completed for the Work Package (WP). It will serve as a preliminary test ahead of the review meeting on Thursday. The content will include, but is not limited to:

- An overview of WP and task progress, including percentage completion, submitted and pending deliverables, identified criticalities, and recommendations for partners/ consortium.

- Planned actions for all activities and deliverables to be executed between months 21 and 36 (M21–M36).

Presentation, plans and discussion of ongoing tasks, completed deliverables, and their outcomes (by Deliverable leaders)**:**

D6.5. Training to digitalization of forest operators (by FMMF, 15 min)

D6.2 Communication and dissemination plan (update 2nd Interim Report) (by EOS, 10 min)

D6.6 White Paper on SINTETIC contribution addressing the EUDR 16298/22 EU legislation requirements (by EOS, 10 min)

D6.11. Policy brief 2 - Early quality assessment of timber products (by CNR, 10 min)

D6.14 Business uptake and exploitation plan (Mid phase) (by CNR, 10 min)

D6.10 Policy brief 1 - Privacy issues with digital data (by KONE, 10 min)

Questions (10 min)

12:15 – 13:15 Lunch

Presentations of Work Packages

13:15 – 14:15

WP7: Scientific coordination and project management (By CTFC, 10 min)

The presentation will offer a comprehensive summary of the activities completed for the Work Package (WP). It will serve as a preliminary test ahead of the review meeting on Thursday. The content will include, but is not limited to:

• An overview of WP and task progress, including percentage completion, submitted and pending deliverables, identified criticalities, and recommendations for partners/ consortium.

• Planned actions for all activities and deliverables to be executed between months 21 and 36 (M21–M36).

Presentation, plans and discussion of ongoing tasks, completed deliverables, and their outcomes (by CTFC)**:**

Task 7.1. Technical, financial and administrative coordination (by CTFC, 10 min)

Task 7.2. Project quality control and reporting (by CTFC, 10 min)

Task 7.3. Impact assessment. Follow-up (by CTFC, 10 min)

Task 7.4. Cooperation with other selected projects under this topic and other relevant projects (by CTFC, 10 min)

Questions (10 min)

14:15 – 14:30 Coffee break

GENERAL ASSEMBLY

14:30 – 14:45

PARALLEL FOCUS MEETING (WP5, WP6?)

14:45 – 16:00

Themes? Participants? To be defined and organized at Task or WP level, depending on the specific needs of partners. TO BE UPDATED FOR THE FINAL VERSION OF THE AGENDA.

Focus Group 1: Wood quality models relating timber properties with stand and process data. Lead by UEF. To set a clear and useful approach for gathering the needed data within the project.

OPTION #1: visit of Piran & guided tour

16:00 – 22:00

Piran is a picturesque coastal town on Slovenia's Adriatic coast. Tour will include visits of:

- **Tartini Square: The heart of Piran, named after the famous violinist Giuseppe Tartini.**
- **St. George's Parish Church: Offers stunning views of the town and the sea.**
- **Piran Harbor: A charming area to explore, that will be concluded with dinner in the local restaurant.**

OPTION #2: Travel home in the afternoon for those not attending the review meeting.

Thursday 13th February
SINTETIC project Review Meeting

The review meeting will take place in Izola and will be conducted as a hybrid in-person and online event. During the meeting, the financial and project officers will evaluate the expenditures incurred in relation to the progress made in the project up to January. Additionally, two expert reviewers will assess the technical developments of the project:

KARASZEWSKI Zbigniew Czeslaw

Chief specialist - Research Group of Wood and Construction Material Investigation

Wood Technology Institute, Poznan, Poland

https://pit.lukasiewicz.gov.pl/en/eksperci/zbigniew-karaszewski-2/

Zivojinovic Ivana

Researcher

Institute of Forest, Environmental and Natural Resource Policy

Centre for Bioeconomy

University of Natural Resources and Life Sciences, Vienna, Austria

Ivana Zivojinovic - BOKU FIS

Review meeting - SINTETIC

Online 13/02/2025

Date	Review meeting
15 min	➢ Online
1 hour	➢ Policy Session
20-30 min	Introduction • Presentation of the participants (10 min) • Introduction to the review meeting (objective, programme, etc.) (10 min)
30 min	General presentation of the project and progress • Presentation of the project (10 min) • KPI's, deliverables and milestones (10 min) • Next steps planned (5 min)

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30-40 min for each WP	Reporting on each Work Package (15-30 mins): • Work done and method used • Deviations • Results achieved • Problems encountered and next steps • Questions (10-15 min)
15 min	Break and PO and experts to have a short alignment before the final session
30 min	Final discussion and preliminary conclusions from REA PO and open discussion on the finalisation of review

Participation in the review meeting is mandatory for WPL

Participation in the review meeting is optional for the remaining partners, although according to the rules no interaction is permitted with the reviewers unless explicitly requested from their part (booking is compulsory for logistic reasons).

Venue: InnoRenew CoE headquarters

The Second SINTETIC Interim meeting and first review meeting will be held at InnoRenew CoE (INNO) headquarters, located in Izola. (45.530167 N, 13.657692 E)

InnoRenew CoE
Livade 6a, 6310
Izola, Eslovenia

Izola

Izola is a town in southwestern Slovenia on the Adriatic coast of the Littoral traditional region. It is the seat of the Municipality of Izola and is one of the three major towns of Slovenian Istria.

Izola is an authentic Mediterranean town built on a former island, and the close bond of its inhabitants with the sea can still be felt today. In addition to its charming alleys and various beaches, it boasts a green countryside and a genuine connection with nature.

The town of Izola was established on a small island by refugees from Aquileia in the 7th century. Under the Napoleonic rule from 1805 to 1813 when Istria became part of the Illyrian provinces of the Napoleonic Empire, Izola's walls were torn down and used to fill in the channel that separated the island from the mainland. In 1820, a thermal spring was discovered in Izola. (source:

https://en.wikipedia.org/wiki/Izola

https://www.visitizola.com/en/)

How to reach Izola

You can arrive to Izola through close-by airports:

- *Trieste Airport (TRS)*, about 50' drive from Izola,

- *Ljubljana Airport (LJU)*, about 1h20' drive from Izola,

- *Venice Marco Polo Airport (VCE)*, about 2h drive from Izola,

- *Treviso Airport (TSF)*, about 2h5' drive from Izola, and

- *Zagreb Airport (ZAG)*, about 2h35' drive from Izola.

-From the airport to Izola:

Shuttle service

The easiest way to get to Izola from any of the above airports is to take a shuttle service, for example, **GoOpti transport**. You can make the reservation for transfer directly to your hotel. Prices can be particularly good if the shuttle is booked well in advance (1-2 months).

Please provide Jakub Sandak (Kuba) (jakub.sandak@innorenew.eu) or Edit Földvári-Nagy (edit.foldvari-nagy@innorenew.eu) with information regarding Arriving and Departure times in case it can be booked in advance a shuttle for people coming in the same plane or similar hours.

Local transport

From **Ljubljana Airport** ("Brnik/airport Ljubljana"), **transportation by bus** is possible by first taking the bus to the center of Ljubljana ("Ljubljana AP") and then taking the bus to Izola.

From **Trieste airport**, you can travel to the center of Trieste by **train** or **bus,** and from there take another **bus to Izola**.

Parking options

Options for parking in Izola can be seen **here**. There is also a parking garage with 44 parking spaces at the **venue**.

Where to Sleep

Izola is a popular tourist destination during Summer. It offers a wide range of accommodation options; however, since it is the low season, some establishments may be closed. Please find below some suggestions of hotels within a walking distance to the meeting venue:

- Hotel Keltika (https://www.hotel-izola.si/)

- Hotel Delfin (https://hotel-delfin.si/)

- Hotel DeGrassi Boutique Garni Hotel https://degrassihotel.si/en/)

- Hotel Marina (https://hotelmarina.si/en/home/)

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- Hotel Belvedere (https://belvedere.si/en)

In addition, there are numerous options for B&B in Izola. Please find it on the popular internet search engines or service providers.

Where to Eat

The city of Izola has a multitude of restaurants in case we want to go to dinner on our own. For example, in the following link there is a list of those they recommend on the webpage.

https://www.visitizola.com/en/info/where-to-eat-in-izola

https://guide.michelin.com/en/si/coastal%E2%80%93karst/izola/restaurants?sort=distance

https://www.foodiestrip.com/search/izola@45.53832,13.658

- Coffee breaks during the Meeting are offered by InnoRenew CoE.

- Lunch will be held at InnoRenew CoE headquarters through a catering. Cost in charge of each partner (15€/day). The menu will include selection of meat, fish and vegetarian dishes. If there is any doubt, please contact Edit Földvári-Nagy (edit.foldvari-nagy@innorenew.eu).

- Networking dinner will held at the local restaurant MANJADA (Morova ulica 25d, 6310 Izola) on the night of 11th February. Dinner cost will be approximately 35€ (to be confirmed, excluding drinks, only water included). The preferred menu should be selected in advance from traditional Istrian meat or fish dishes. In addition, and option of vegetarian will be provided.

We would like to inform that InnoRenew no longer pays for the partners' dinner as this cost is considered not eligible. According to the Annotated model Grant Agreement "Entertainment or hospitality expenses (including gifts, special meals and dinners) are generally not eligible (p. 41 of the AMGA). Because of this, InnoRenew was specifically advised by our auditors to no longer pay for the consortium dinner, and it is now our general procedure. Each partner attending the dinner will have to pay for their dinner. This is an eligible cost for the partner. Menus will be adapted according to the special needs/intolerances that you have already indicated. But for the rest of us, due to the change of restaurant, we will all be having the same.

Unfortunately, due to legal regulations, the cash payment is not acceptable. InnoRenew will prepare a fiscal invoice for your convenience.

Contact

If you need further assistance, please contact:
Jakub Sandak (Kuba) (jakub.sandak@innorenew.eu) or
Edit Földvári-Nagy (edit.foldvari-nagy@innorenew.eu).