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Advanced Curriculum on Energy Efficient Buildings in Extreme Continental and Sunny Climate

CEBEC

Minutes
19th Consortium meeting

Date: August 16-18, 2023

Place: Lund

Authors: Jesper Arfvidsson, Bitte Rosencrantz, Elisabeth Kjellsson
Version: Final

List of partners in the CEBEC project

P1 – Lund University (LU), Lund, Sweden

P2 – Tallinn University of Technology, (TalTech), Tallinn, Estonia

P3 – Mongolian University of Science and Technology (MUST), Ulaanbaatar, Mongolia.

P4 – Mongolian University of Life Sciences (MULS), Ulaanbaatar, Mongolia.

P5 – German-Mongolian Institute for Resources and Technology (GMIT), Ulaanbaatar, Mongolia.

List of work packages

WP1 – Review and analysis of the need and content of higher Education courses on Energy Efficient Buildings and Renewable Energy taking into account local climate conditions.

WP2 – Development of new Higher Education courses in Energy Efficient Buildings and Renewable energy.

WP3 – Quality plan.

WP4 – Dissemination and Exploitation of Results.

WP5 – Management and operational structures

List of participants in the 19th Consortium meeting

1	Jesper	Arfvidsson	Sweden	LU	P1
2	Bitte	Rosencrantz		LU	P1
3	Elisabeth	Kjellsson		LU	P1
4	Henrik	Davidsson		LU	P1
5	Targo	Kalamees	Estonia	TalTech	P2
6	Endrik	Arumägi		TalTech	P2
7	Bilguun	Buyantogtokh	Mongolia	MUST	P3
8	Erdenetsetseg	Dashdavaa		MUST	P3
9	Erkhembayar	Sandag		MUST	P3
10	Turbold	Banzragch		MULS	P4
11	Gombo	Gantulga		MULS	P4
12	Boldbayar	Bazartseren		MULS	P4
13	Altangerel	Lkhamsuren	(by zoom)	GMIT	P5
14	Myagmarjav	Bold	(by zoom)	GMIT	P5
15	Nyandulan	Renten	(by zoom)	GMIT	P5
16	Beyant	Beegill	(by aoom)	GMIT	P5

1. Welcome to Lund, Jesper Arfvidsson.

2. Presentation of agenda. (Appendix 5.0)

3. Presentation round of all participants.

4. Project overview and objectives for the meeting (LU)

WP4

- All universities should be developed to the same level. GMIT will help and support in this matter. Internal meetings plan.

- Status of written WP4-report (GMIT)

- Preparations for Final Report.

WP 3

- All three Mongolian universities upload a document to google drive (folder with university name) specified by TalTech.
- Status of written WP3-report (including annual reports)
- Preparations for Final Report

WP 2

- Status for Equipment and Courses (LU+All)
- Status of written WP2-report
- Preparations for Final Report.

WP 1

- Status of WP1-reports (MUST)
- Preparations for Final Report

WP 5

- Management
 - Status of Economy
 - Coming meetings.
 - Final report
- See presentation in Appendix 5.0.

5. WP4 – Dissemination & Exploitation. (GMIT)

- Status and work and plans were given by GMIT, see Appendix 4.1.

Preparation for Final Report. What is promised in application is presented, see slide 5 in presentation, Appendix 5.0.

- GMIT writes, with input from the respective partners, a WP4- report so that the information in the report covers what is needed to be able to describe the work in WP4 in the final report.

6. WP3 – Quality plan (TalTech)

- Status of work and plans were given by TalTech, see Appendix 3.1.
- TalTech writes, with input from the respective partners, annual reports and a WP3-report so that the information in the report covers what is needed to be able to describe the work in WP3 in the final report.
- All three Mongolian universities upload documents specified by TalTech to google drive before end of September.
- MUST (Turbold) gave a presentation on the quality work at MULS, “Quality Management Plan at MULS”, se Appendix 3.2.

Preparation for Final Report. What is promised in application is presented, see slide 6 in presentation, Appendix 5.0.

7. WP2 – Development (LU)

Status of course development and the process of purchasing equipment was presented.

- Presentation from GMIT (Appendix 2.1)
- Presentation from MUST (Appendix 2.2)
- Presentation from MULS (Appendix 2.3)

What is promised in application is presented, see slide 7 in presentation, Appendix 5.0.

8. WP1– Preparation (MUST)

Report from the English course, including number of participants needed. Input from GMIT will be given.

Preparation for Final Report, What is promised in application is presented, see slide 8 in presentation, Appendix 5.0.

Presentation from MUST, see Appendix 2.2.

9. WP5 – Management

- Economy – Status of economy documents (Timesheets, Joint Declaration and VAT) Proof of employment (BR)

- **Status for MUST** was presented. See slide 11 in presentation in Appendix 5.0.
 - Invoices, **missing invoice** for the books, no supplier; **no invoice** for Matlab software
 - Staff cost – **reported to April 2023**

	Staff Costs	Travel costs	Cost of stay	Equipment cost	
Reported	24 967	9 840	15 470	55 797	106 074
Budget	31 115	14 760	23 370	60 000	129 245

- MUST will deliver missing documents directly after the meeting.

- **Status for MULS** was presented. See slide 12 in presentation in Appendix 5.0.
 - **No invoices yet**
 - Staff cost- reported to **December 2021**
 - Check travel costs, reported costs are lower than expected.
 - Proof of employment – **No Documents yet**

	Staff Costs	Travel costs	Cost of stay	Equipment cost	
Reported	20 261	4 920	6 420	26 967	58 568
Budget	23 575	14 760	23 370	34 500	96 205

- MUST will deliver missing documents directly after the meeting.

- **Status for GMIT** was presented. See slide 13 in presentation in Appendix 5.0.
 - Staff cost, over the budget, **reported to September 2022.**

	Staff Costs	Travel costs	Cost of stay	Equipment cost	
Reported	29 626	7 380	12 090	54 042	103 138
Budget	24 614	14 760	24 810	60 000	124 184

- All partners
 - Beware – we will not get the last payment (10%) if not full reporting of the costs!
 - If we are missing documents, maybe we have to pay back.
 - Audit in January-February 2024. All documents must be in order.
 - Final report February – March 2024
 - Last payment: summer – fall 2024?

	Staff Costs	Travel costs	Cost of stay	Equipment cost	Subcontracting costs	SUM	
Reported	132 498	33 900	49 100	136 806	2 749	355 053	60%
Budget	223 908	85 850	114 270	154 500	14 000	592 528	

- **Coming meetings**

MUST (Bilguun) presented a proposal for the final meeting in Ulaanbaatar, se Appendix 5.1.

Meeting	Host	Time	Comments
Ulaanbaatar	MUST	Nov, 2023	Nov 06-10, 2023

- **Coming courses**

A course in Ulaanbaatar, given by EU-partners were discussed. Time and final content will be decided before end of September.

Proposed examples of content were:

1. Daylighting
2. Architecture
3. Energy in building
4. Solar Energy
5. Moisture safety and transfer
6. Thermal bridges
7. Heat transfer
8. Renovation

Course	Host	Time	Comments
Ulaanbaatar		To be decided	

10. Next steps (JA)

- Send Missing document to BR directly.
- Prepare reports from each WP
 - o WP1 – responsible MUST
 - o WP2 – responsible LU
 - o WP3 – responsible TalTech
 - o WP4 – responsible GMIT
 - o WP5 – responsible LU

11. End of meeting (JA)

Appendices

- 2.1 Presentation by GMIT
- 2.2 Presentation by MUST
- 2.3 Presentation by MULS

- 3.1 Presentation WP3 (TalTech)
- 3.2 Presentation Quality Management (MULS)
- 5.0 Presentation Meeting (LU)
- 5.1 Presentation Closing Meeting (MUST)