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

CEBEC

Minutes
20th Consortium meeting

Date: November 6-10, 2023

Place: Ulaanbaatar

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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 20th Consortium meeting

1	Jesper	Arfvidsson	Sweden	LU	P1
2	Bitte	Rosencrantz		LU	P1
3	Elisabeth	Kjellsson		LU	P1
4	Jaanus	Hallik	Estonia	TalTech	P2
5	Targo	Kalamees		TalTech	P2
6	Endrik	Arumägi		TalTech	P2
7	Villu	Kukk		TalTech	P2
8	Laura	Kadaru		TalTech	P2
9	Bilguun	Buyantogtokh	Mongolia	MUST	P3
10	Erdenetsetseg	Dashdavaa		MUST	P3
11	Davaatseren	Khavchig		MUST	P3
12	Serod	Byambar		MUST	P3
13	Turbold	Banzragch		MULS	P4
14	Gombo	Gantulga		MULS	P4
15	Bold	Enkhbold		GMIT	P5
16	Nyamdulam	Renten		GMIT	P5
17	Ariunbolor	Purvee		GMIT	P5
18	Myagmarjav	Bold		GMIT	P5

1. Welcome, Bilguun Buyantogtokh and Erdenetsetseg Dashdavaa.

2. Presentation of agenda. (Appendix 5.0)

3. Presentation round of all participants.

4. Objectives for the meeting (LU)

WP 1

- Status of WP1-reports (MUST)

- Preparations for Final Report

WP 2

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

WP4

- All universities should be developed to the same level. GMIT will help and support in this matter.
- Status of written WP4-report (GMIT) - Preparations for Final Report

WP 5

- Management
- Status of Economy
- Coming meetings and courses.
- Final report

5. WP1– Preparation (MUST)

Status of WP1-reports

MUST presented well elaborated outlines for the WP1-report. MUST is still missing input from GMIT on English course for staff. Information is available at GMIT and will be sent to MUST directly after this meeting.

Deadline for WP1-report is December 20, 2023. Input from GMIT will be given.

Preparation for Final Report

MUST will give input to LU according to instructions in Appendix 5.1. Deadline is December 20, 2023.

Presentation from MUST, see Appendix 2.1.

6. WP2 – Development (LU)

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

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

All equipment is in place.

Status of written WP2-report – Report will be done by LU on information given by MUST, MULS and GMIT

Preparations for Final Report – LU will finalize the final report with help and input from all partners. Deadline is January 14th 2024.

7. WP3 – Quality plan (TalTech)

Status of written WP3-report (including annual reports)

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.

TalTech will finalize all reports. Deadline is December 20, 2023.

Preparations for Final Report – TalTech will help to give input to LU according to instructions in Appendix 5.1. Deadline is December 20, 2023

8. WP4 – Dissemination & Exploitation. (GMIT)

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

Status of written WP4-report (GMIT)

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. GMIT presented during the meeting a well elaborated version of WP4-report. Deadline for final version is December 20, 2023.

Preparations for Final Report

GMIT will help to give input to LU according to instructions in Appendix 5.1. Deadline is December 20, 2023

Presentation from GMIT, 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 10 in presentation in Appendix 5.0.

- Invoices – no invoice for Mathlab software
- Staff cost – reported to April 2023, report 6847 more.
- Payment from LU - 116 321 EUR

	Staff Costs	Travel costs	Cost of stay	Equipment cost		
Reported	27 380	12 300	18 710	55 797	114 187	88%
Budget	31 115	14 760	23 370	60 000	129 245	

Status for MULS was presented. See slide 11 in presentation in Appendix 5.0.

- Staff cost- reported to December 2021, report 5672 EUR more.
- Travel costs – Missing Tallinn feb 2023 and Lund Aug 2023.
- Proof of employment – No Documents yet
- Payment from LU: 79 590 EUR

	Staff Costs	Travel costs	Cost of stay	Equipment cost		
Reported	20 261	4 920	6 420	27 958	59 559	62%
Budget	23 575	14 760	23 370	34 500	96 205	

- MULS will deliver missing documents directly after the meeting.

Status for GMIT was presented. See slide 12 in presentation in Appendix 5.0.

- Staff cost, over the budget, reported to September 2022.

- Travel costs and Cost of stay. Report travels inside Mongolia to MUST and MULS.
- Equipment cost – missing invoice IR Temperature meter, business offer. This equipment was not bought. This will be removed from the list.
- Proof of employment – ok
- Payment from LU – 111 347 EUR

	Staff Costs	Travel costs	Cost of stay	Equipment cost		
Reported	29 626	7 380	12 090	54 042	103 138	83%
Budget	24 614	14 760	24 810	60 000	124 184	

Status all partners was presented. See slide 13 in presentation in Appendix 5.0

- Beware – we will not get the last payment (10%) if not full reporting of the costs up to 100% of budget!
- 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
- Las payment: summer – fall 2024?

	Staff Costs	Travel costs	Cost of stay	Equipment cost	Subcontracting costs	SUM	
Reported	218 475	41 290	58 340	137 437	2 749	458 291	77%
Budget	223 908	85 850	114 270	154 500	14 000	592 528	

Coming meetings – Only separate meeting, necessary to finalize the Filan perort will be held.

Coming courses

A course in Ulaanbaatar, will be given by EU-partners will be given during the coming two weeks.

Se presentation in Appendix 5.0

10. Next steps (JA)

- Send WP-reports to LU, deadline December 20, 2023.
 - WP1-report – responsible is MUST
 - WP3-report – responsible is TalTech.
 - WP4-report – responsible is GMIT
- Send information according to instructions in Appendix 5.1 to LU – Deadline is December 20, 2023 – responsible are All partners.
- Send missing document to LU directly. Absolute deadline is December 20, 2023

11. End of meeting (JA)

Appendices

- 2.1 Presentation by MUST
- 2.2 Presentation by GMIT – will be sent out later
- 2.3 Presentation by MULS – will be sent out later
- 5.0 Presentation Meeting
- 5.1 Document to fill in (Input to Final report)