



## LEAF - Linking and Exploring Authority Files

IST-2000-26323

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### Progress Report 4

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# 1 Introduction

## 1.1 Scope

This document is the Progress Report number 4 prepared for the Project LEAF (Linking and Exploring Authority Files; project number IST-2000-26323). This document was produced under Work Package 1.1 (*Management and Administration Management*) of the current project. This report covers months 19-24 (September 2002 - February 2003) of the project.

The purpose of this document is to provide a report of the activities undertaken in this reporting period. A descriptive form and a spreadsheet with numerical reporting data are provided. The intended audience of this document is all project personnel and the European Commission.

## 1.2 Reporting Procedures

LEAF partners are requested to submit quarterly reports indicating the number of man-hours that their respective personnel have worked on the project together with a description of the activities undertaken.

In preparing this report, the information provided by partners in two quarterly reports is analysed and a written description given by Work Package. The numbers of hours are also provided in a spreadsheet form resolved to Work Package and partner granularity.

## 1.3 Partner Acronyms and Abbreviations

The following table lists the project partners who are actively involved in the project.

|             |  |
|-------------|--|
| <b>BL</b>   | British Library  |
| <b>BN</b>   | Biblioteca Nacional  |
| <b>CNS</b>  | Crossnet Systems Ltd.  |
| <b>DLA</b>  | Deutsches Literaturarchiv  |
| <b>FDÖP</b> | Forschungsstelle und Dokumentationszentrum für Österreichische Philosophie |
| <b>GSA</b>  | Goethe- und Schiller-Archiv  |
| <b>IMEC</b> | Institut Mémoire de l'Édition Contemporaine                                |
| <b>JRS</b>  | Joanneum Research  |
| <b>NUK</b>  | National and University Library  |
| <b>ÖNB</b>  | Österreichische Nationalbibliothek   |
| <b>RA</b>   | Rijksarkivet   |
| <b>SBB</b>  | Staatsbibliothek zu Berlin   |
| <b>SNL</b>  | Swiss National Library   |
| <b>UCM</b>  | Biblioteca de Universidad Complutense de Madrid                            |
| <b>UoB</b>  | University of Bergen   |

The following list provides the definitions and abbreviations used within this document.

- ADD** Architectural Design Document
- AMARC** Association for Manuscripts and Archives in Research Collections, <http://www.manuscripts.org.uk/amarc/header.htm>
- DTD** Document Type Description
- EAC** Encoded Archival Context, <http://www.library.yale.edu/eac>
- EAD** Encoded Archival Description, <http://www.loc.gov/ead/>
- EC** European Commission
- EC/NSF DL** European Commission/National Science Foundation Digital Libraries, <http://www.nsf.gov/home/int/europe/index.htm>
- ECDL** European Conference on Digital Libraries,
- ECPA** European Commission on Preservation and Access,
- FRANAR** Functional Requirements and Numbering of Authority Records,
- FTP** File Transfer Protocol,
- HANS** Handschriften, Autographen, Nachlässe und Sonderbestände, <http://www.sub.uni-hamburg.de/informationen/projekte/hans/hans.htm>
- IALHI** International Association of Labour History Institutions,
- ICA** International Council on Archives, <http://www.ica.org/>
- ICD** Interface Control Document
- IFLA** International Federation of Library Associations and Institutions, <http://www.ifla.org/>
- ISAAR** International Standard Archival Authority Record, <http://www.ica.org/biblio/com/cds/isaare.html>
- LAR** LEAF Authority Record,
- IT** Information Technology
- LEAF** Linking and Exploring Authority Files, <http://www.leaf-eu.org>
- LIBER** Ligue des Bibliothèques Européennes de Recherche, <http://www.kb.dk/liber/>
- MALVINE** Manuscripts and Letters Via Integrated Networks in Europe, <http://www.malvine.org>
- MARD** Model Application Requirements Document
- MRAD** Model Requirements Analysis Document
- NIBB** Normativna in bibliografska baza (i.e. NUK's Authority and bibliographic database for manuscripts)
- NRA** National Register of Archives, <http://www.hmc.gov.uk/nra/nra2.htm>
- OA** Open Archives,
- OAF** Open Archives Forum,
- OAI** Open Archives Initiative,
- OAI-PMH** Open Archives Initiative Protocol for Metadata Harvesting,
- OAIS** Open Archival Information System,
- OCLC** Online Computer Library Center, <http://www.oclc.org/home/>
- QA** Quality Assurance
- RLG** Research Libraries Group, <http://www.rlg.org/toc.html>
- TEL** The European Library, <http://www.europeanlibrary.org>
- VIAF** Virtual International Authority File,

<http://www.oclc.org/research/projects/viaf/index.shtm>

**WG** Working Group

**WP** Work Package

**XML** Extensible Markup Language, <http://www.w3.org/XML/>

## 2 Summary of Activities in this Reporting Period

This report is produced when the project is significantly in the development of the LEAF prototype and following the second project peer review. As a consequence, some information requested at the peer review has been provided at the end of this section, including:

- explanations of where some partners and tasks have overrun budget;
- detailed planning for the project testing.

The project team have consolidated on the design and requirements and have agreed on the model and a realistic solution to the requirements.

A number of task meetings have been held in order to consolidate and agree on the details of the design and requirements, allowing face to face discussions and presentations of certain parts of the design. The complexities of the design (where previously reported as leaving some confusion amongst partners) is more or less cleared up now, although the design remains particularly complicated.

CNS has now commenced their model and compatibility/maintenance suite work in WP9, and preparing for integration of the system with JRS. The look and feel for this is being made analogous to the LEAF web site.

Partners continue to undertake dissemination and concertation activities, where several international events were attended by different partners.

This report reflects changes to the budget as per discussions between partners and coordinated between SBB and the Commission. The transfers were within the 20% limit imposed by the Commission and therefore did not need a formal contractual change. Cost claim 3 has been approved by the Commission within this reporting period. Analysis of the recorded time shows several deviations from the anticipated budget. The deviations are not exposed when viewed on the graph in section 4 of this report because it shows averages per Work Package. The overruns are visible in the tables at the end of this report and are more carefully explained below.

- The overruns in WP1 are not uncommon in projects of this nature, and we anticipate that the rate of usage will decline towards the end of the project where partners are more proficient in the administrative activities.
- The main overrun in WP2 is from SBB, where the view is taken that dissemination is absolutely crucial to the sustained success and operations of the LEAF system, and the overrun does not impact on the SBB overall budget.
- The overrun in WP3 is only by NUK, who have found it necessary to address a steep learning curve in the relevant standards to this project and the impact to their participation and contribution. NUK are also well within their overall budget.
- There are several overruns in WP 5.1 where the discussions and work earlier in the project have been at a far higher rate than originally envisaged. All partners recognise that the degree of complexity of the project was far higher than originally anticipated but that it was critical to get this correct. The overrun is not likely to further increase as the work on this WP is completed. There are few overruns also on WP 5.2, but meanwhile these deliverables are completed and so no further overrun is expected.

Preparations of the Test Phase have now started, and a second issue of the LEAF Newsletter will appear within short.

## 2.1 Detailed Planning Table

The table below describes the detailed planning for the test phase, as discussed and agreed at a plenary meeting between all partners.

It should be noted that all partners recognise the importance of carefully planning the system testing:

- the scope of the system is very wide and complex;
- the testing needs to be addressed in a methodical manner to address all functionality;
- the testing involves external test staff and they need to be scheduled in with sufficient notice;
- the testing critically depends on all development activities completing on time.

| Test Issue No. | Issues to be addressed / Description of Test Procedure (What)                                 | Testcase / Material Design |            | Test Execution / Feedback (Tool)                |   | Analysis of Results / Report |                     |
|----------------|---|----------------------------|------------|---|---|------------------------------|---------------------|
|                |   | Who                        | When       | Who   | When  | Who                          | When                |
| 1.1            | Conform local data file sample set will be put in the predefined directories by FTP-send      | ONB                        | - 02.06.03 | ONB<br>DLA<br>SNL<br>FDÖP<br>UCM<br>IMEC<br>NUK | 02.06.03 – 30.06.03<br>02.06.03 – 30.06.03<br>02.06.03 – 30.06.03<br>02.06.03 – 30.06.03<br>02.06.03 – 30.06.03<br>21.07.03 – 31.07.03<br>21.07.03 – 31.07.03 | ONB                          | 01.07.03 – 14.07.03 |
| 1.2            | Non-conform local data file sample set will be put in the predefined directories by FTP-send  | ONB                        | - 13.06.03 | ONB   | 13.06.03 – 30.06.03   | ONB                          | 01.07.03 – 14.07.03 |
| 1.3            | Conform local data file sample set will be put in the predefined directories by FTP-fetch     | ONB                        | - 02.06.03 | RA<br>RA for NRA                                | 02.06.03 – 30.06.03<br>02.06.03 – 30.06.03  | ONB                          | 01.07.03 – 14.07.03 |
| 1.4            | Non-conform local data file sample set will be put in the predefined directories by FTP-fetch | ONB                        | - 13.06.03 | RA  | 13.06.03 – 30.06.03   | RA                           | 01.07.03 – 14.07.03 |

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|      |  |     |            |     |                     |     |                     |
|------|--|-----|------------|-----|---------------------|-----|---------------------|
| 1.5  | Test of loading conversion output into LEAF server. (Insertion of FTPed local records as LARs into database will be tested)              | RA  | - 02.06.03 | RA  | 02.06.03 - 30.06.03 | RA  | 01.07.03 - 14.07.03 |
| 1.6  | Test of conversion of diacritics and special characters into normalized form   | SBB | - 02.06.03 | SBB | 02.06.03 - 30.06.03 | SBB | 01.07.03 - 14.07.03 |
| 1.7  | Send / fetch of updated local data files will be tested. In data file samples already existing and expired records will also be uploaded | ONB | - 13.06.03 | ONB | 15.06.03 - 30.06.03 | ONB | 01.07.03 - 14.07.03 |
| 1.8  | Full export of local data file will be put in the predefined directories by FTP-send   | ONB | - 25.07.03 | ONB | 04.08.03 - 08.08.03 | ONB | 11.08.03 - 15.08.03 |
| 1.9  | Full export of local data file will be put in the predefined directories by FTP-fetch  | ONB | - 25.07.03 | RA  | 04.08.03 - 08.08.03 | RA  | 11.08.03 - 15.08.03 |
| 1.10 | Import of single records via Z39.50 queries will be tested   | SBB | - 01.09.03 | SBB | 10.09.03 - 30.09.03 | SBB | 01.10.03 - 10.10.03 |
| 1.11 | Automatic update of single records via Z39.50 will be tested   | SBB | - 01.09.03 | SBB | 10.09.03 - 30.09.03 | SBB | 01.10.03 - 10.10.03 |

### 3 Details of Activities in this Reporting Period

#### 3.1 WP 1 - Management and Administration Management

##### 3.1.1 WP 1 – Events

The peer review was held in Berlin on the 6<sup>th</sup> February 2003.

There was an ADD meeting held in Berlin on the 7<sup>th</sup> February 2003 (see also section 3.7 below).

There was a Test Phase meeting held in Vienna on the 27<sup>th</sup> February 2003 (see also section 3.8 below).

##### 3.1.2 WP 1 – Activities

###### Task 1.1: Administration Management

All partners reported general administration, local management and submission of information for their reports.

CNS made some minor updates to the project management documents and reported QA of some of the project deliverables. CNS prepared draft and final versions of project progress reports. CNS continued discussions with the project coordinator regarding the budget transfers.

SBB reported:

- consultations with the project manager regarding the general progress of the project;
- administration of all observing partners' needs and of the observers' section of the document store; and,
- preparation and quality assurance of Progress Report 3.

###### Task 1.2 Project Management

CNS, FDÖP, JRS and SBB reported project management and planning activities.

CNS produced drafts and final versions of the sixth and seventh project report and contacted several partners who were very late in submitting their reports. CNS also reported:

- holding discussions with SBB regarding the planning and preparation of the peer review.
- provision of preparatory input to the power-point presentations for the peer review and provided comments to the partners who attended the review concerning their presentations.

JRS reported internal resource and task planning.

RA reported internal management and contacts with the administrative division of RA.

SBB reported:

- coordination of the third cost claims;

- preparation of the third SBB cost claim;
- communication with project partners and the European Commission concerning clarifications of the third cost claims;
- preparation of report data to the project manager,
- modification of internal budget tables after the official approval of the budget transfer,
- quality check of Project Reports 6 and 7; and,
- finalization of a project budget transfer.

**Task 1.3: Meetings**

BN, CNS, SBB, JRS, RA, UoB reported attendance of the ADD meeting on the 7<sup>th</sup> February.

CNS and UoB reported reading of and giving comments to the minutes of the plenary meeting.

ÖNB, FDÖP, NUK, RA, SBB, JRS reported attendance of the Test Phase meeting on the 27<sup>th</sup> February.

SBB reported:

- preparation of the minutes of the Berlin technical meeting, 29-30 August 2002;
- preparation of and participation in the 2<sup>nd</sup> annual peer review meeting (6 February 2003):
- preparation of presentations and documentation for the 2<sup>nd</sup> annual peer review meeting.
- negotiations with the reviewers regarding the deliverables to be reviewed, communication of (background) material to the reviewers. Presentation of the outcome of this meeting to project personnel, and,
- preparation of a task meeting for WP 6 (7 February 2003): discussions with partners about content related aspects and logistics.

**Task 1.4: Final report**

There was no activity on this task in the reporting period.

**3.1.3 WP 1 – Output**

Progress report 6 and 7.

Project report No. 3.

Drafts and Minutes of Meetings.

Presentations given at meetings.

Presentations given at the Peer Review.

## 3.2 WP 2 - Dissemination and Concertation

### 3.2.1 WP 2 – Events

There were no project events for this reporting period.

### 3.2.2 WP 2 – Activities

#### Task 2.1: Creation and Administration of the Project Website

CNS reported continuing the supervision of the project web site and made various corrections to the multilingual pages.

IMEC and SNL reported comments and corrections to the French version of the website.

SBB reported:

- additional input to and proof reading of the LEAF Website; and,
- minor updates of the project website.

#### Task 2.2 Dissemination of results

BL and BN and ÖNB reported attendance at the International Conference on Authority Control, 10.-12.02.2003, Florence, Italy.

BN reported local dissemination of LEAF through participation in the ECPA workshop and preparation of the OAF workshop.

IMEC reported dissemination of the project to IMEC's partners .

NUK reported giving a presentation about the NUK Database at the national convention of the Slovene library association.

ÖNB reported attending the OAI workshop in Lisbon where a presentation about LEAF was given.

ÖNB reported preparation and submission of a LEAF-presentation for Österreichischer Bibliothekartag Klagenfurt.

RA reported giving presentations about LEAF at the "Conference of the International Association of Labour History Institutions, IALHI", Stockholm, on 6. Sept. and also at the "European Expert Seminar on Methods of digital archival description and access", on 21 -22 November 2002 in Copenhagen.

SBB reported:

- discussion about LEAF at the Sun Summit, 24-25 September 2002, Frankfurt/Main, Germany;
- discussions with OAF representatives re. participation at the Lisbon workshop, 6 -7.12.2002;
- discussions of OAI related aspects relevant for LEAF with members of the OA-Forum;
- organization of a joint tutorial (with the TEL project) at the OAF Workshop in Lisbon;
- preparation of a presentation for the OAF Workshop in Lisbon,
- giving a presentation of LEAF at the 2nd OAF Forum Workshop: 6-7th December 2002 in Lisbon (Open Access to Hidden Resources); and,

- preparation of the project presentation at the International Conference on Authority Control, 10.-12.02.2003, Florence, Italy.

SNL provided information about LEAF to the Swiss national Funding body.

UCM reported dissemination of the project within the activities of UCM Library.

UoB undertook explanations about the LEAF project goals and principles to interested UoB researchers.

### **3.2.3 WP 2 – Output**

Revised pages for the LEAF web site and various presentations.

## **3.3 WP 3 - Standards Representation**

### **3.3.1 WP 3 – Events**

There were no project events for this WP in the reporting period.

### **3.3.2 WP 3 – Activities**

#### **Task 3.1: LEAF Maintenance Agency**

CNS undertook some analysis of the Z39.50 "Next Generation" activities and the SRW/SRU (search and retrieve over web, search and retrieve URL) initiatives and their suitability for LEAF.

CNS undertook some analysis of the Z39.50 activities in the "BATH Profile" where the profile has been revised to include authority file searching.

#### **Task 3.2: Metadata**

BN reported undertaking a revision of their local exports and interfaces.

ÖNB reported attending the OAIS workshop at Copenhagen.

#### **Task 3.3: Partnerships and Cooperations**

BN reported work on partnerships and co-operations in conjunction with work on WP 5.2 and also reported coordination and discussions in the Authority Control Conference in Florence (work done in coordination with Task 5.2).

ÖNB reported attending the OAIS workshop, Copenhagen.

RA reported providing reports and presentations for the Open Archives forum, 2nd Workshop: 6-7th December 2002 in Lisbon – "Open Access to Hidden Resources".

SBB reported:

- discussions with the observing partner INTERPARTY re. future cooperation; preparation of and participation at the INTERPARTY-Workshop (30.9.-1.10.2002);
- preparation of and attendance at a meeting with observing partner NRA (28.9.2002) about the implications of NRA's organizational re-structuring and its impact on cooperation and discussion of details of the provision of NRA-data to LEAF; and,
- summarizing the workshop results for project participants.

SBB also reported preparation of and participation in the conference "Authority Control. Definition and International Experiences", Florence 10.-12.2.2003. Discussions of general and specific developments in the area of authority files with various project partners, observing partners, personnel from related projects / standard bodies etc, and presentation of LEAF.

UoB reported co-operation with the standardization body for EAD (ISAAR).

### **3.3.3 WP 3 – Output**

Various presentations.

## **3.4 WP 4 - Data Representation Study**

### **3.4.1 WP 4 – Events**

There were no events relating to this WP in the reporting period.

### **3.4.2 WP 4 – Activities**

IMEC reported undertaking an analysis of local formats and their suitability to the LEAF format. IMEC also reported the preparation of local formats and their suitability to the LEAF format.

NUK reported analysis of the data conversion tools.

ÖNB reported preparation of input data for EAC conversion.

RA reported documentation about EAC, development of the EAC export function, Tag Library, and preparations for the EAC export from RA database.

SBB reported the provision of input to UoB to finish the work on the conversion of SBB data into EAC XML.

UCM reported sending approximately 1000 authority files records to UOB.

UoB reported work on the report of the LEAF encoding practice.

### **3.4.3 WP 4 – Output**

A revised draft report about the LEAF encoding practice.

## **3.5 WP 5.1 - Model requirements analysis**

### **3.5.1 WP 5.1 – Events**

There were no events for this task in the reporting period.

### **3.5.2 WP 5.1 – Activities**

#### **Task 5.1.1: Analysis of input data**

There were no activities reported for this task in the reporting period.

#### **Task 5.1.2: Definition of User Groups**

There were no activities reported for this task in the reporting period.

#### **Task 5.1.3: User Survey**

There were no activities reported for this task in the reporting period.

#### **Task 5.1.4: Identification of Services**

There were no activities reported for this task in the reporting period.

#### **3.5.3 WP 5.1 – Output**

There was no output for this task in the reporting period.

### **3.6 WP 5.2 - Focussing the model with authority file data**

#### **3.6.1 WP 5.2 – Events**

There were no events relating to this WP in the reporting period.

#### **3.6.2 WP 5.2 – Activities**

##### **Task 5.2.1: Status Quo Analysis**

BN reported assessing the state of the art in related initiatives (work done in coordination with Task 3.3).

CNS, FDÖP and ÖNB reported reading various draft documentation of this WP (MARD-1, MARD-2).

ÖNB reported preparation of MARD 1.2.

SBB reported:

- organization (time planning, scope etc.) of the MARD documentation;
- discussion of various aspects of the LEAF model and architecture; and,
- commenting on the first draft version of MARD-1.
- discussion of scope and content of MARD-1 documentation with partners responsible for authoring it, and,
- provision of input to the MARD-1 documentation.

##### **Task 5.2.2: Identification of Partnerships**

BN reported identification of partnerships (work done in coordination with Task 3.3).

CNS reported reading drafts of the MARD-2 documentation.

ÖNB reported preparation of MARD-2, attending the ECDL conference, Rome and contacting relevant initiatives and institutions. ÖNB reported attending the InterParty workshop, London.

ÖNB reported discussions with prospective partners at the Authority Control conference, Florence.

SBB reported:

- commenting of the first version of the MARD-2 document.
- discussion of scope and content of MARD-2 documentation with partners responsible for authoring it, and,
- provision of input to the MARD-2 documentation.

#### **Task 5.2.3: Analysis of Practice**

BN reported provision of input to this task.

CNS and GSA reported reading of draft MARD-3 documentation.

IMEC reported undertaking an analysis of the adaptation of French authority files.

ÖNB reported checking MARD-3 and undertaking an analysis of name authorities workflow and dataflow in ÖBV.

RA reported undertaking an analysis of their practice.

SBB reported:

- proof-reading of and commenting on MARD-3;
- study of MARD-3 and submission of suggestion for corrections;
- consolidating all parts of the MARD documentation to one document, including proofreading and formal integration, and,
- Undertaking a detailed study of the Model Application Requirements Document (MARD), version 0.1.

#### **Task 5.2.4: Identification of System Requirements**

CNS reported discussions with SBB re. MARD part 4 and that it should be dropped as a contribution to the MARD deliverable.

### **3.6.3 WP 5.2 – Output**

Various drafts and the consolidated draft of the MARD documentation.

## **3.7 WP 6 - Functional Specifications of the Demonstrator**

### **3.7.1 WP 6 – Events**

There was an ADD meeting held in Berlin on the 7<sup>th</sup> February 2003.

### **3.7.2 WP 6 – Activities**

BN, CNS, SBB, JRS, RA, UoB and ÖNB reported attendance of the ADD meeting on the 7<sup>th</sup> February.

CNS reported preparing the functional specifications of where the LEAF system interfaces to the maintenance suite, including database schema design.

GSA reported reading of the ADD.

IMEC undertook an analysis of interfaces used in the project.

JRS reported providing an update and finalisation of the ADD, ICD and cross-reference matrix documentation.

ÖNB reported checking the ADD, ICD and cross-reference matrix.

SBB reported:

- detailed study, internal discussion, and commenting of version 0.4 of the Architectural Design Document,
- participation at the 2nd OAForum Workshop: 6-7th December 2002 in Lisbon (Open Access to Hidden Resources) with a view on gaining a deeper understanding of the OAI-PMH for its potential use as a protocol for transporting local data to the central LEAF repository,
- preparation of and participation in a task meeting about the ADD (Berlin, 7 February 2003), including writing the minutes of this meeting; and,
- discussions concerning organizational aspects of WP 6 (i.e. time planning and scoping).

### **3.7.3 WP 6 – Output**

Draft documentation for ADD, ICD and Coverage Matrix.

## **3.8 WP 7 - System Development and Preparation of Test Environment**

### **3.8.1 WP 7 – Events**

There was a Test Phase preparation meeting held in Vienna on the 27<sup>th</sup> February 2003.

### **3.8.2 WP 7 – Activities**

#### **Task 7.1: System Development**

BN reported preparation of their test environment.

CNS reported preparation and selection of suitable hardware and software technologies for the development and operations of the maintenance suite.

DLA reported preparation of and sending sample records for UoB conversion scripts.

DRA reported preparation of the KALLIAS-Web-OPAC to be integrated into the LEAF system and make it accessible to the public internet in October 2002. Notification of this in English was sent to several mailing lists and journals.

JRS reported implementation and finalisation of parts of the LEAF system web user interface with chosen publishing/workflow framework and an update of the database structure.

NUK reported preparing their database ensuring compatibility regarding the whole system .

ÖNB undertook an analysis of a possible OAI implementation at ÖNB.

SBB reported preparation of and participation in a task meeting (Vienna, 27 February 2003) about the forthcoming LEAF test phase, including writing the minutes of the meeting.

UoB reported work on conversion tools and a style-sheet for presentation of authority information.

### **Task 7.2: Preparation of Test Environment**

BN reported preparation of their test environment.

FDÖP reported continuation of preparation-work on a sample of their test-data for the test environment.

JRS reported undertaking minor corrections on the test server (JRun application server).

ÖNB reported preparing input for the WG demonstrator prototype, preparatory work for the Test Plan and preparation for the Test Phase Task

#### **3.8.3 WP 7 – Output**

Draft version of the software.

## **3.9 WP 8 - Test of the Demonstrator**

### **3.9.1 WP 8 – Events**

There were no events relating to this WP in the reporting period.

### **3.9.2 WP 8 – Activities**

GSA reported initial testing of the LEAF prototype.

NUK reported testing of the local NUK database, updating of their authority files and bibliographic database, database improvements and preparing for the whole system testing.

UoB reported work on conversion tools and style-sheet for presentation of authority information.

### **3.9.3 WP 8 – Output**

There was no output for this WP in the reporting period.

## **3.10 WP 9 - Model compatibility/ maintenance suite**

### **3.10.1 WP 9 – Events**

There were no events relating to this WP in the reporting period.

### **3.10.2 WP 9 – Activities**

CNS reported continuation of the design and development of the model compatibility suite, including the design document, sample screens, and the user workflow process.

NUK reported preparation of the NUK database for maintenance.

### **3.10.3 WP 9 – Output**

Presentations about the Maintenance Suite .

## **3.11 WP 10 - Assessment and Evaluation**

### **3.11.1 WP 10 – Events**

There were no events relating to this WP in the reporting period.

### **3.11.2 WP 10 – Activities**

There were no activities reported for this WP in the reporting period.

### **3.11.3 WP 10 – Output**

There was no output for this WP in the reporting period.

## **3.12 WP 11 - Technical Implementation Plan (Exploitation Planning)**

### **3.12.1 WP 11 – Events**

There were no events relating to this WP in the reporting period.

### **3.12.2 WP 11 – Activities**

ÖNB reported contacting relevant initiatives and institutions.

### **3.12.3 WP 11 – Output**

There was no output for this WP in the reporting period.

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## 4 Project Activities by Recorded Time

This section contains information on budget and reported man hours.

The subsequent tables contain details of the Work Packages listing the budgeted man hours, used man hours and remaining man hours for each partner.

In addition, there is an overall summary of budgeted, used and remaining WP hours represented in tabular and graphical formats.

Please note that the LEAF project is working at a rate of 17.5 productive person days per month.

Each partners' monthly rate is shown.

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| Work Package / Task                       | SBB    | DLA   | JRS   | FDOP  | UoB    | CNS    | ONB   | BN    | UCM   | SNL   | NUK    | IMEC  | BL    | GSA   | RA    |
|---|--------|-------|-------|-------|--------|--------|-------|-------|-------|-------|--------|-------|-------|-------|-------|
| hours per month                           | 135    | 135   | 140   | 140   | 131    | 131    | 140   | 123   | 128   | 152   | 131    | 131   | 126   | 140   | 131   |
| <b>1 Mgmt. &amp; Admin Mgmt.</b>          |        |       |       |       |        |        |       |       |       |       |        |       |       |       |       |
| Budgeted hours                            | 3167   | 270   | 420   | 280   | 328    | 2363   | 350   | 306   | 319   | 305   | 328    | 327   | 252   | 280   | 328   |
| Booked to date                            | 2923.0 | 142.5 | 233.8 | 201.0 | 439.0  | 962.0  | 292.0 | 161.0 | 380.0 | 184.5 | 346.0  | 337.0 | 264.0 | 210.0 | 287.0 |
| Remaining                                 | 243.6  | 127.0 | 186.2 | 79.0  | -110.9 | 1400.5 | 58.0  | 145.3 | -60.6 | 120.0 | -17.9  | -9.8  | -12.0 | 70.0  | 41.1  |
| Overrun                                   | 0.0    | 0.0   | 0.0   | 0.0   | 110.9  | 0.0    | 0.0   | 0.0   | 60.6  | 0.0   | 17.9   | 9.8   | 12.0  | 0.0   | 0.0   |
| <b>2 Dissemination &amp; Concertation</b> |        |       |       |       |        |        |       |       |       |       |        |       |       |       |       |
| Budgeted hours                            | 673.8  | 67.4  | 140.0 | 70.0  | 525.0  | 656.3  | 560.0 | 61.3  | 766.5 | 76.1  | 262.5  | 392.7 | 63.0  | 70.0  | 65.6  |
| Booked to date                            | 1191.0 | 10.0  | 74.0  | 30.0  | 49.5   | 546.5  | 379.0 | 83.5  | 234.0 | 9.0   | 150.0  | 334.0 | 44.0  | 2.0   | 88.0  |
| Remaining                                 | -517.3 | 57.4  | 66.0  | 40.0  | 475.5  | 109.8  | 181.0 | -22.3 | 532.5 | 67.1  | 112.5  | 58.7  | 19.0  | 68.0  | -22.4 |
| Overrun                                   | 517.3  | 0.0   | 0.0   | 0.0   | 0.0    | 0.0    | 0.0   | 22.3  | 0.0   | 0.0   | 0.0    | 0.0   | 0.0   | 0.0   | 22.4  |
| <b>3 Standards Representation</b>         |        |       |       |       |        |        |       |       |       |       |        |       |       |       |       |
| Budgeted hours                            | 673.8  |       | 140.0 |       | 459.4  | 328.1  | 630.0 | 428.8 | 63.9  |       | 65.6   | 65.5  |       |       | 262.5 |
| Booked to date                            | 669.0  |       | 65.3  |       | 274.0  | 44.0   | 469.0 | 357.0 | 26.0  |       | 200.0  | 70.0  |       |       | 160.0 |
| Remaining                                 | 4.8    |       | 74.7  |       | 185.4  | 284.1  | 161.0 | 71.8  | 37.9  |       | -134.4 | -4.6  |       |       | 102.5 |
| Overrun                                   | 0.0    |       | 0.0   |       | 0.0    | 0.0    | 0.0   | 0.0   | 0.0   |       | 134.4  | 4.6   |       |       | 0.0   |
| <b>4 Data Representation Study</b>        |        |       |       |       |        |        |       |       |       |       |        |       |       |       |       |
| Budgeted hours                            | 269.5  | 67.4  | 70.0  | 70.0  | 2625.0 |        | 280.0 | 245.0 | 255.5 | 76.1  | 262.5  | 261.8 | 63.0  | 70.0  | 262.5 |
| Booked to date                            | 125.0  | 66.5  | 0.0   | 35.0  | 1385.5 |        | 200.0 | 0.0   | 120.0 | 1.8   | 150.0  | 247.0 | 0.0   | 10.0  | 238.0 |
| Remaining                                 | 144.5  | 0.9   | 70.0  | 35.0  | 1239.5 |        | 80.0  | 245.0 | 135.5 | 74.4  | 112.5  | 14.8  | 63.0  | 60.0  | 24.5  |
| Overrun                                   | 0.0    | 0.0   | 0.0   | 0.0   | 0.0    |        | 0.0   | 0.0   | 0.0   | 0.0   | 0.0    | 0.0   | 0.0   | 0.0   | 0.0   |

| Work Package / Task                      | SBB    | DLA   | JRS    | FDOP  | UoB    | CNS    | ONB    | BN     | UCM   | SNL  | NUK   | IMEC  | BL    | GSA   | RA    |
|--|--------|-------|--------|-------|--------|--------|--------|--------|-------|------|-------|-------|-------|-------|-------|
| <b>5.1 Model Requirements Analysis</b>   |        |       |        |       |        |        |        |        |       |      |       |       |       |       |       |
| Budgeted hours                           | 1347.5 | 67.4  | 280.0  | 70.0  | 262.5  | 262.5  | 840.0  | 490.0  | 63.9  | 76.1 | 262.5 | 65.5  | 63.0  | 70.0  | 262.5 |
| Booked to date                           | 1742.0 | 135.0 | 453.5  | 124.0 | 12.0   | 413.0  | 1049.0 | 830.0  | 88.0  | 51.0 | 262.0 | 70.0  | 80.0  | 26.0  | 27.0  |
| Remaining                                | -394.5 | -67.6 | -173.5 | -54.0 | 250.5  | -150.5 | -209.0 | -340.0 | -24.1 | 25.1 | 0.5   | -4.6  | -17.0 | 44.0  | 235.5 |
| Overrun                                  | 394.5  | 67.6  | 173.5  | 54.0  | 0.0    | 150.5  | 209.0  | 340.0  | 24.1  | 0.0  | 0.0   | 4.6   | 17.0  | 0.0   | 0.0   |
| <b>5.2 Focus the Model</b>               |        |       |        |       |        |        |        |        |       |      |       |       |       |       |       |
| Budgeted hours                           | 808.5  | 67.4  | 280.0  | 70.0  | 65.6   | 65.6   | 630.0  | 980.0  | 63.9  | 76.1 | 393.8 | 65.5  | 63.0  | 70.0  | 525.0 |
| Booked to date                           | 398.0  | 105.5 | 163.5  | 61.0  | 20.0   | 185.0  | 691.0  | 730.0  | 112.0 | 13.5 | 393.0 | 64.0  | 0.0   | 14.0  | 202.0 |
| Remaining                                | 410.5  | -38.1 | 116.5  | 9.0   | 45.6   | -119.4 | -61.0  | 250.0  | -48.1 | 62.6 | 0.8   | 1.5   | 63.0  | 56.0  | 323.0 |
| Overrun                                  | 0.0    | 38.1  | 0.0    | 0.0   | 0.0    | 119.4  | 61.0   | 0.0    | 48.1  | 0.0  | 0.0   | 0.0   | 0.0   | 0.0   | 0.0   |
| <b>6 Functional Spec of Demonstrator</b> |        |       |        |       |        |        |        |        |       |      |       |       |       |       |       |
| Budgeted hours                           | 134.8  |       | 1596.0 |       | 131.3  | 131.3  | 140.0  | 122.5  | 127.8 | 76.1 | 131.3 | 130.9 |       |       | 131.3 |
| Booked to date                           | 317.0  |       | 1399.3 |       | 85.5   | 144.0  | 127.0  | 126.0  | 0.0   | 2.5  | 130.0 | 130.0 |       |       | 0.0   |
| Remaining                                | -182.3 |       | 196.8  |       | 45.8   | -12.8  | 13.0   | -3.5   | 127.8 | 73.6 | 1.3   | 0.9   |       |       | 131.3 |
| Overrun                                  | 182.3  |       | 0.0    |       | 0.0    | 12.8   | 0.0    | 3.5    | 0.0   | 0.0  | 0.0   | 0.0   |       |       | 0.0   |
| <b>7 System Development</b>              |        |       |        |       |        |        |        |        |       |      |       |       |       |       |       |
| Budgeted hours                           | 539.0  | 336.9 | 4522.0 | 350.0 | 1443.8 | 393.8  | 980.0  | 306.3  | 319.4 |      | 459.4 | 327.3 | 315.0 | 350.0 | 459.4 |
| Booked to date                           | 54.0   | 95.5  | 1474.5 | 90.0  | 470.0  | 147.0  | 450.0  | 105.0  | 0.0   |      | 521.5 | 0.0   | 0.0   | 8.0   | 0.0   |
| Remaining                                | 485.0  | 241.4 | 3047.5 | 260.0 | 973.8  | 246.8  | 530.0  | 201.3  | 319.4 |      | -62.1 | 327.3 | 315.0 | 342.0 | 459.4 |
| Overrun                                  | 0.0    | 0.0   | 0.0    | 0.0   | 0.0    | 0.0    | 0.0    | 0.0    | 0.0   |      | 62.1  | 0.0   | 0.0   | 0.0   | 0.0   |

| Work Package / Task                 | SBB   | DLA   | JRS   | FDÖP  | UoB   | CNS    | ÖNB   | BN    | UCM   | SNL   | NUK   | IMEC  | BL    | GSA   | RA    |
|-------------------------------------|-------|-------|-------|-------|-------|--------|-------|-------|-------|-------|-------|-------|-------|-------|-------|
| <b>8 Test of the Demonstrator</b>   |       |       |       |       |       |        |       |       |       |       |       |       |       |       |       |
| Budgeted hours                      | 269.5 | 134.8 | 420.0 | 140.0 |       |        | 630.0 | 245.0 | 255.5 |       | 787.5 | 261.8 | 126.0 | 140.0 | 328.1 |
| Booked to date                      | 0.0   | 0.0   | 0.0   | 0.0   |       |        | 0.0   | 0.0   | 0.0   |       | 236.0 | 0.0   | 0.0   | 1.0   | 0.0   |
| Remaining                           | 269.5 | 134.8 | 420.0 | 140.0 |       |        | 630.0 | 245.0 | 255.5 |       | 551.5 | 261.8 | 126.0 | 139.0 | 328.1 |
| Overrun                             | 0.0   | 0.0   | 0.0   | 0.0   |       |        | 0.0   | 0.0   | 0.0   |       | 0.0   | 0.0   | 0.0   | 0.0   | 0.0   |
| <b>9 Maintenance Suite</b>          |       |       |       |       |       |        |       |       |       |       |       |       |       |       |       |
| Budgeted hours                      | 202.1 | 202.1 | 280.0 | 210.0 | 196.9 | 1410.9 | 210.0 | 183.8 | 191.6 | 228.4 | 196.9 | 196.4 | 189.0 | 210.0 | 196.9 |
| Booked to date                      | 0.0   | 0.0   | 0.0   | 0.0   | 0.0   | 1017.5 | 0.0   | 0.0   | 0.0   | 0.0   | 221.5 | 0.0   | 0.0   | 0.0   | 0.0   |
| Remaining                           | 202.1 | 202.1 | 280.0 | 210.0 | 196.9 | 393.4  | 210.0 | 183.8 | 191.6 | 228.4 | -24.6 | 196.4 | 189.0 | 210.0 | 196.9 |
| Overrun                             | 0.0   | 0.0   | 0.0   | 0.0   | 0.0   | 0.0    | 0.0   | 0.0   | 0.0   | 0.0   | 24.6  | 0.0   | 0.0   | 0.0   | 0.0   |
| <b>10 Assessment and Evaluation</b> |       |       |       |       |       |        |       |       |       |       |       |       |       |       |       |
| Budgeted hours                      | 539.0 | 269.5 | 140.0 | 280.0 | 262.5 |        | 420.0 | 245.0 | 255.5 | 532.9 | 262.5 | 261.8 | 126.0 | 280.0 | 262.5 |
| Booked to date                      | 0.0   | 0.0   | 0.0   | 0.0   | 0.0   |        | 0.0   | 0.0   | 0.0   | 0.0   | 0.0   | 0.0   | 0.0   | 0.0   | 0.0   |
| Remaining                           | 539.0 | 269.5 | 140.0 | 280.0 | 262.5 |        | 420.0 | 245.0 | 255.5 | 532.9 | 262.5 | 261.8 | 126.0 | 280.0 | 262.5 |
| Overrun                             | 0.0   | 0.0   | 0.0   | 0.0   | 0.0   |        | 0.0   | 0.0   | 0.0   | 0.0   | 0.0   | 0.0   | 0.0   | 0.0   | 0.0   |
| <b>11 Exploitation Planning</b>     |       |       |       |       |       |        |       |       |       |       |       |       |       |       |       |
| Budgeted hours                      | 269.5 | 67.4  | 70.0  | 70.0  | 65.6  | 393.8  | 280.0 | 61.3  | 63.9  | 76.1  | 65.6  | 65.5  | 63.0  | 70.0  | 262.5 |
| Booked to date                      | 0.0   | 0.0   | 0.0   | 0.0   | 0.0   | 0.0    | 11.0  | 0.0   | 0.0   | 0.0   | 0.0   | 0.0   | 0.0   | 0.0   | 0.0   |
| Remaining                           | 269.5 | 67.4  | 70.0  | 70.0  | 65.6  | 393.8  | 269.0 | 61.3  | 63.9  | 76.1  | 65.6  | 65.5  | 63.0  | 70.0  | 262.5 |
| Overrun                             | 0.0   | 0.0   | 0.0   | 0.0   | 0.0   | 0.0    | 0.0   | 0.0   | 0.0   | 0.0   | 0.0   | 0.0   | 0.0   | 0.0   | 0.0   |

**Totals by Work  
Package**

|                                      | <b>Budget<br/>Totals</b> | <b>Used</b>    | <b>Percentage Used</b> |
|--------------------------------------|--------------------------|----------------|------------------------|
| 1 Mgmt. & Admin Mgmt.                | 9622.4                   | 7362.8         | 76.5                   |
| 2 Dissemination &<br>Concertation    | 4450.1                   | 3224.5         | 72.5                   |
| 3 Standards<br>Representation        | 3117.5                   | 2334.3         | 74.9                   |
| 4 Data Representation<br>Study       | 4878.3                   | 2578.8         | 52.9                   |
| 5.1 Model Requirements<br>Analysis   | 4483.3                   | 5362.5         | 119.6                  |
| 5.2 Focus the Model                  | 4224.3                   | 3152.5         | 74.6                   |
| 6 Functional Spec of<br>Demonstrator | 2853.0                   | 2461.3         | 86.3                   |
| 7 System Development                 | 11102.0                  | 3415.5         | 30.8                   |
| 8 Test of the<br>Demonstrator        | 3738.2                   | 237.0          | 6.3                    |
| 9 Maintenance Suite                  | 4304.9                   | 1239.0         | 28.8                   |
| 10 Assessment and<br>Evaluation      | 4137.2                   | 0.0            | 0.0                    |
| 11 Exploitation Planning             | 1944.1                   | 11.0           | 0.6                    |
| <b>Totals:</b>                       | <b>58855.2</b>           | <b>31379.1</b> | <b>53.3</b>            |

**Totals by Partner**

| <b>Partner</b> | <b>Total Budget<br/>(hours)</b> | <b>Budget Used<br/>to Date<br/>(hours)</b> | <b>Budget Used<br/>to Date (%)</b> |
|----------------|---------------------------------|--|------------------------------------|
| SBB            | 8894                            | 7419                                       | 83                                 |
| DLA            | 1550                            | 555  | 36                                 |
| JRS            | 8358                            | 3864                                       | 46                                 |
| FDÖP           | 1610                            | 541  | 34                                 |
| UoB            | 6366                            | 2736                                       | 43                                 |
| CNS            | 6005                            | 3459                                       | 58                                 |
| ÖNB            | 5950                            | 3668                                       | 62                                 |
| BN             | 3675                            | 2393                                       | 65                                 |
| UCM            | 2747                            | 960  | 35                                 |
| SNL            | 1523                            | 262  | 17                                 |
| NUK            | 3478                            | 2610                                       | 75                                 |
| IMEC           | 2422                            | 1252                                       | 52                                 |
| BL             | 1323                            | 388  | 29                                 |
| GSA            | 1610                            | 271  | 17                                 |
| RA             | 3347                            | 1002                                       | 30                                 |

