EGEE
Enabling Grids for
E-science in Europe

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Meeting Object: **PEB**

Editor(s): **Bob Jones, Marc-Elian Bégin**

Meeting Date: **14/10/2004**

Meeting Place: **CERN, 600-R-002 + Phone**

Attendees: NA1: Bob Jones, Marc-Elian Begin,
NA2: John Dyer,
NA3: Malcolm Atkinson,
NA4:Vincent Breton, Frank Harris, Massimo Lamanna,
SA1: Ian Bird, Cristina Vistoli (phone),
SA2: Jean-Paul Gautier
JRA1: Frederic Hemmer,
JRA2: Gabriel Zaquine, Alberto Aimar,
JRA3: Ake Edlund,

Deleted: .

Apologies: JRA4: Peter Clarke
NA5: Matti Heikkurinen
NA3: David Fergusson

Absent:

Distribution: PEB Members

Information Minutes from the previous meeting:

http://agenda.cern.ch/askArchive.php?base=agenda&categ=a044313&id=a044313/minutes

1. PROPOSED AGENDA

    a. Minutes of the previous meeting and issues arising
    b. Review of action items
    c. Feedback from the PMB meeting
        o Future important meeting schedule
    d. 2nd Conference
        o Attendance
        o demos review session (date/time, length/attendance)
    e. QR status
    f. Risk mitigation and assignment of responsible
    g. GGF feedback
    h. AOB
        o EGEE-2 conference attendance
    i. Next meeting: Monday 1st of November at 10:00

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2. MINUTES OF THE PREVIOUS MEETING

2.1. Minutes

Minutes were accepted without modifications.

2.2. Issues arising

No issue reported

3. ACTION REVIEW AND NEW STATUS

See action table here:

http://egee-intranet.web.cern.ch/egee-intranet/Project-Structure/boards/PEB2.html

New action status:

60: Still waiting for confirmations of participation from other EU projects – **On Going**.

76: We agreed to have a meeting on the 15th of October at CERN to discuss demos. The following people should be present:

- Bob
- Ian
- Markus Schulz
- Frederic
- Erwin
- Massimo
- Johan Montagnat
- Vincent
- Roberto Barbera

Closed

77: Frank will send the link to the new description – **Closed**

80: Roberto Barbera is responsible for these demos – **On Going**

81: Meb and Cal Loomis agreed on a way forward for closing this milestone: LCG-2 testsuite will be upgraded to produce common XML report format. Since this milestone is nearly met, it will be reported in the Q2 QR – **On Going**

82: The trip report will be checked against the QR – **On Going**

83: Solved through offline emails – **Closed**

84: Following numbers of participants have been confirmed:

NA1: PO

NA2: 3 (from TERENA)

NA3: 16 (from 6 partners)

NA4: 20+

JRA2: 3

SA1: 53+

SA2: 6

However, the numbers for the other activities are missing - **On Going**

Deliverables and Milestones

Find updated list of Deliverables and Milestone here:

http://egee-jra2.web.cern.ch/EGEE-JRA2/EUDocuments/Deliverables/Deliverables.htm

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CURRENT ACTIVITIES STATUS

3.1. JRA1

(from Frédéric)

Planned attendance at the second conference:

CCLRC: Steve Fisher, Robin Middleton, Abdeslem Djaoui (2 days)

CERN: Maite Barroso, Predrag Buncic, Alberto Di Meglio, Leanne Guy, Frederic Hemmer, Robert Harakaly, Peter Kunszt, Erwin Laure, Pablo Saiz

CESNET: Ludek Matyska, Daniel Kouril

Datamat: Stefano Beco, Fabrizio Pacini

INFN: Francesco Prelz, Massimo Sgaravatto, Tiziana Ferrari (TBC)

Testing status:

gLite I/O: Should be ready end of the week. It has been tested against Castor SRM. Further tests with dCache will be performed at RAL.

WMS/CE/WN: still many little problems. Two extra weeks seems necessary.

LB: still little problems to before pushing this out to NIKHEF and RAL

RGMA: tests running at CERN and RAL. Not yet at NIKHEF.

All details are available from http://edms.cern.ch/document/468699 (updated weekly).

Other:

QR submitted to PO on October 11, 2004.

All JRA1 clusters will attend Arda workshop next week.

VOMS status and responsible has been clarified with JRA3.

Oracle based Replica catalog has been deployed and is currently being integrated with the prototype.

3.2. JRA2

(from Gabriel)

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- JRA2 is participating to the review of the deliverables: DSA2.1, DNA2.3.2, DNA2.5, DSA1.2.

- The "Job success" measurement tool is currently improved in order to take into account some new features: reasons of "non success jobs", site throughput repartition, job duration repartition throughput, percentage of users "using" the Grid from users registered through VO.

- CNRS/UREC has set-up the process for hiring one FTE in order to replace Elodie Sanchez who is leaving the project by the end of the week.

3.3. JRA3

(from Ake)

Release task 'VOMS' took a leap, and JRA3 is getting better connected with its surroundings.

CURRENT PLANNED ATTENDANCE TO EGEE 2ND CONFERENCE

Ake Edlund, Olle Mulmo, Martijn Steenbakkers, David Groep, Jeremy Cook, Gerben Venekamp, Oscar Koeroo, Yuri Demchenko, Joni Hahkala

STATUS OF SECURITY MODULES:

Updated the release plans to be more informative and useful for the JRA1, including responsible contacts on the JRA3 side (JRA1 also to be added).

VOMS

Clarified situation and progressing. Responsible for the general coordination and overall picture will be Joni Hahkala. Responsibility of VOMS server, VOMS admin, and VOMS parser is shared between JRA3 and JRA1 – has to be confirmed by JRA1.

Installed VOMS admin in Amsterdam JRA3 group, Bergen ongoing. VOMS server to be installed in Amsterdam, Bergen this week. VOMS parser ongoing but delayed (more work to be done than expected).

Delegation

More testing required. We have an issue with UK not/slow responding to email. Need not to be escalated, will be discussed at MWSG on Friday.

Resource Access Control

Pilot ready by end of November.

STATUS OF ACTIVITY TASKS:

MJRA3.4

Will be ready today (to be confirmed)

MJRA3.5, PM9 – updated and extended

The task "MJRA3.5 Secure Credential Storage procedures" will be extended into two phases (def. Task owner = responsible for the deliverable and managing the work and reporting, Doer = the person(s) that does the job):

Phase 1:

MJRA3.5.1 Secure Credential Storage procedures PM9

Deliverables:

- Recommendation on USB secure credential storage

- Work plan for phase 2.

Task owner: UiB

Doer: UiB with David as expert advice, especially on the work plan phase 2 part.

Phase 2:

MJRA3.5.2 Secure Credential Storage procedures PM12+

Deliverables:

- Recommendation on secure credential storage mechanisms, either via active certificate stores -- or other managed credential mechanisms -- together with the EUGridPMA task force aiming at the same work.

- Expected output: recommendations document on how to deploy, operate and manage a managed credential service.

Task owner: FOM

Doer: FOM following and giving input to the EUGridPMA task force effort.

MWGS on Friday, Oct. 15

http://agenda.cern.ch/fullAgenda.php?ida=a043836

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JRA3 How-we-work - updated

Actions taken to improve communication with JRA1:

- Appointed 'site representatives'.
- Olle Mulmo will start phone meeting with site representatives early next week (started already with CERN (Joni Hahkala)).
- Setting up meeting with JRA1 mgmt to make sure we have the right setting.

3.4. JRA4

(from Peter Clark)

No major news since last week.

DJRA4.1 is proceeding through the system normally.

JRA4 holds its face to face meeting in CERN this Thursday and Friday. For this reason apologies for this weeks meeting on 14th October, as no-one from JRA4 will be available for the PEB.

We intend to revisit the project execution plan to optimise it for the prototyping phase of our main activities. The revised PEP will be presented to the PEB in due course. This will happen once K. Kavoussanakis starts as activity manager (working with me at Edinburgh) on first November.

3.5. NA1

(from Bob)

The letter of support that was finally sent to mygrid (including the precisions requested and agreed with NA4, SA1 & JRA1 activity managers) is here:

http://agenda.cern.ch/askArchive.php?base=agenda&categ=a044315&id=a044315/documents

A generic letter of support for Teragrid (PEB action 84, available from the same link) has also been sent.

3.6. NA2

(from John Dyer)

EGEE CONFERENCE 2

Arrangements are proceeding on schedule. The programme is stable now with very few changes being requested. At the time of writing this report, 176 delegates have registered. The list of registered delegates is accessible via the EGEE conference 2 index page at:

http://public.eu-egee.org/conferences/2nd/

IST 2004

Formal acceptance of the RI Island has been received from the EC. This integrated exhibit consisting of approximately eight projects has been allocated four 4 metre modules, one of which will be dedicated to EGEE/GENIUS and GILDA. Next week action will be taken on finalizing the RI networking session which will include presentations by Fabrizio on EGEE and Roberto.

FORMAL DELIVERABLE REVIEWS

NA2 has submitted its formal review of DNA4.2

NA2 personnel at TERENA would like to understand when we can reasonably expect feedback for deliverables DNA2.5 and DNA2.6.1

EXTERNAL WEB SITE

In the review of the site, there was feedback on the Test the Grid and How to Join sections. The comments   were:
1. Test the Grid "Test the Grid" is not the right title for this section. "Try out the Grid" might be better NOW CHANGED TO TRY THE GRID.

2. The text uses technical terms "Resource Broker" etc which may not be understandable to the reader at this stage.

This page suggests that the naive user can straight-forwardly try out GILDA without any expert support. We are not sure whether this is realistic. It may be that this raises expectations that are not met, which could give a bad impression of the project. The only way to check this is to take someone, with some experience of computing in general, but with no knowledge of grids, and see how well they cope with just this page as a starting point.

3. How to Join Computing resources: the page explaining the "local ROC" does not give the actual contact address to be used (http://egee-sa1.web.cern.ch/egee-sa1/Organisation.htm#roc/). We would expect to see a list of countries and a contract address for each one.

4. The broken The LCG new users guide link broken has been fixed.

"New communities wishing to join EGEE with bio-medical applications should fill in a questionnaire and email it to Johan Montagnat."The idea that the first thing I do is fill in a questionnaire is unwelcoming. In fact the detailed procedure is the more friendly one of first to make email contact - this should be how it is described here.

5. The EGAAP link points to an EDMS document page (https://edms.cern.ch/document/451584) which is inappropriate. There should be a web page dedicated to EGAAP explaining what it is, what it does, membership, pointers to meetings etc. The structure for Generic Applications is different to that for Biomedical ones.

There seems to be nowhere for a new applicant in the physics area. If that is actually the case it should be made explicit. Since it is not explicit that "Generic" means other than Biomedical and physics, the scope of EGAPP is unclear. Overall I find this page and its immediately linked-to pages poorly structured and confusing. TERENA cannot do this alone - with the exception of Roberto Barbera and Malcolm Atkinson, we haven't had much assistance although we asked on numerous occasions. It was clearly foreseen in the EGEE TA that TERENA would need the assistance of the technical activities in providing content and this is not in general happening. We have to have the commitment individuals within activities to take responsibility to provide information.

NA2 PARTNERS

An NA2 partners meeting was held using VRVS on 13 October. The meeting notes will be released shortly. Briefly updates on local activities were given and it was agreed that an NA2 face-to-face meeting should be arranged during the EGEE conference week in Den Haag. Provisionally this will be on Tuesday morning. This is to comply with the PO wish for single activity meetings to be held away from the joint activity meetings on Wednesday and Thursday.

NA2 STAFF RESOURCES at TERENA

TERENA continues to honour its commitment to provide 3 FTE to support the EGEE NA2 activity. 3.16 FTE were dedicated in September. Of these Jo Barnett worked 100% on EGEE, John Dyer 83% and Licia Florio 58%. The remaining resources coming from our webmasters and conference support staff.

3.7. NA3

(from David Fergusson)

Events:

LCG2 APIs /Web Services course for NA4 Biomed application developers presented in Madrid 7 -8th October, with support from Flavia Donno. This course seems to have gone off well. According to the local organiser we had 60 applicants for 20 places. The audience had a wide range of experience from new users to very experienced. For future courses probably a larger practical component would be useful, however we now have a very good basis of our own code for developing this.

Baltic induction event presented 5 – 6th October in support of proposal for Baltic states to join EGEE. This event also seems to have been well received and we now await the outcome, whether a proposal for EGEE membership can be generated.

These two events demonstrated the NeSC Training Team's ability to organise, support and deliver training at short notice concurrently at the extremes of Europe.

Condor week workshop organised at NeSC is currently underway.

NA3 Open Meeting Karlsruhe:

Requirements:

One of the requirements commented on at the Madrid NA4 event was the need for courses to assist in communication, for example "Writing effective requirements documents" and "Effective interaction with users". These courses had been under consideration at the NA3 Open Meeting and possibly should receive a higher priority.

Den Haag Conference

Currently we have information about 11 attendees from 6 partners NA3 outside the NeSC team. This would give a current total of 16 NA3 attendees. We expect that there may be more.

Issues

3.8. Problems are still being experienced with the PPT timesheets but are being resolved. NA4

(from Vincent)
AWG
We will have next week on October 13th our first face-to-face meeting.
Preliminary agenda is on
http://agenda.cern.ch/fullAgenda.php?ida=a044310

NA4/SA1 activities
 . crucial for biomed to get Task Force going now
 . FH meets with Ian Bird on Friday to discuss issues
 . ROC managers meeting revealed we need to clear up our relations with ROCs
   (starting with France and Spain)
 . Agenda for Oct 14 being drafted today

MNA4.1 Discussions under way between Cal Loomis, Marc-Elian Begin, Eric Fede and Rene Metery to clarify the milestone

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Application specific issues

Biomed notes for AWG 7/10/04

There is not one single site on LCG2 accepting the biomed VO and deploying MPI.

The biomed activity sector has its meeting October 8th where the demo for EC review will be selected.

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HEP notes for AWG 7/10/04
-------------------------   F.Harris,M.Lamanna

- Timesheet situation under control

- Discussion on testbed for ARDA promising (after long series of delays)

- ARDA Workshop announced again. Joint session with OSG foreseen

    http://lcg.web.cern.ch/LCG/peb/arda/workshops/oct04.htm

- Participation at CHEP

    http://chep2004.web.cern.ch/chep2004/

Sessions on experiences with grids etc. very useful. See talks.
Experiments did much on LCG, but needed very close liaison with LCG.
Data management still a problem (ALICE and LHCb used Alien File Catalogues...).
Site certification very critical.

Generic applications
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 1) GILDA

- CERN has joined GILDA because GILDA will be used for the CERN's 50th anniversary demo on Oct, 16.

- GILDA has even become inter-continental: the Universidad de los Andes in Merida (Venezuela) has joined the GILDA testbed since this morning (Oct, 6). The new GILDA testbed is visible at:
https://gilda.ct.infn.it/testbed.html

- GILDA is being used in 3 concurrent tutorials in Catania, Vilnius and Madrid. No major problems have been seen with almost 100 certificates issued. The list of GILDA tutorials has been updated and it is visible at https://gilda.ct.infn.it/tutorials.html

- MPI jobs have successfully been tested on all GILDA sites and a portfolio of MPI applications have also been added to the GILDA Grid Demonstrator

- GILDA has now a specific User Interface + Resource Broker supporting DAGs (not yet available on LCG2!). DAG jobs have successfully been tested and tomorrow (Oct, 7) there will be the first VRVS conf with Ian
Taylor and his colleagues from GridLab to resume the integration of the
TRIANA graphic workflow editor in GENIUS

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- GATE (the well known biomed application) has been ported on GILDA and nicely demonstrated by Lydia Maigne at the GEANT4 Workshop in Catania.
GATE can also be demonstrated at IST2004

- a series of GEANT4 exemplar applications have been ported on GILDA and included in the GILDA Demonstrator. Very good feedback and interest received by the GEANT4 community during the Workshop held in Catania this week

- SciLab, a free clone of MatLab, is being tested on GILDA to allow applications using the commercial tool to be able to test their macros on GILDA

2) APPLICATIONS

New applications have been ported/tested on GILDA:

- the first successful tests of Egeode, the package from CGG which is the EGEE Earth Science industrial application, have been perfomed

- the RPM of the Montecarlo code of the MAGIC experiment (Astro-particle physics) is almost ready

- an application of restoration of old movies in high definition digital videos has successfully been tried on GILDA in collaboration with CSP (a private company in Turin, Italy)

3.9. NA5

(from Matti)

I have provided NA5 input on the risk mitigation.
Other NA5 activities - unfortunately I haven't received any GGF-feedback yet, only a promise that it will be sent soon. I have to admit that I haven't had a chance to look at the list of people signed up in the conference yet, nor time to remind people to send the information in.

3.10. SA1

3.11. SA2

4. AGENDA ITEMS

a. Minutes of the previous meeting and issues arising

See section 2.1.

b. Review of action items

See section 3.

During the discussion, we agreed that the EGAAP needed a dedicated webpage:

>>> **ACTION (NA4): Add dedicated EGAAP page to NA4 website**

c. Feedback from the PMB meeting

Bob Monday's PMB meeting:

http://agenda.cern.ch/fullAgenda.php?ida=a04628 (protected)

Several topics were covered, including:

Resource allocation for VOs

Ian said that there was an issue with NorduGrid and counting these resources as part of the Production Service, since it is not currently possible to interface NorduGrid and LCG-2.   Bob said the Northern Federation had been asked by the PMB to provide a plan for how they are going to meet the 2000 CPUs target agreed in the TA. Bob also suggested that the PMB invite Ian at the next PMB meeting in Den Haag to discuss this issue.

Bob said the during the NA4/SA1 meeting in the morning, the VOs and candidate applications agreed on a set of resource requirements, which can now be submitted to the PMB for policy definition, such that the ROC managers can enforce these resource allocations.

After confirming that the ROC managers have now the power to negotiate the resource allocation, we agreed to have the resource allocation for the different VOs sent to Alistair Mills as the central collection point for SA1.

Issue regarding JRA1 communication problems

Bob said that the issue was briefly discussed during the PMB, but was not perceived as being a PMB issue.

Vincent asked about the EGEE-2 proposal. Bob said that the topic had been discussed during the PMB and that a new task team had been formed by the PMB to work on the proposal. A draft plan for the proposal will be submitted to the PEB for comments.

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EGEE-03 Conference

Bob said that it looks like in order to bring the price down, the next conference after Den Haag will have to take place on a university campus, organised by Fotis in Greece.

EGEE-04 Conference

Bob also said that the 4th EGEE conference was planned to be held in Edinburgh.

On the topic of conferences, John said that 185 people had registered for the Den Haag conference. Bob asked all PEB members to remind their people to register for the conference.

Demos

As a side topic, we discussed the demos for the EU Review. Vincent said that the goal of NA4 is to have 2 bio applications demoed on the Production Service. We agreed that to make sure that demos are followed through we need a responsible for every demo (e.g. bio, gLite/ARDA (Massimo), generic/GILDA (Roberto), HEP).

>>> **ACTION (NA4): Provide name of responsible for all demos**

We agreed to have a dedicated meeting on the topic of demos on the Friday October 15th.

Activity Meeting

Bob reported that the PMB wants that all dates for important activity meetings (e.g. all activity, cross activity, all-hands meetings, workshops) are first submitted to the PMB. The idea behind this request is to harmonise these events and make sure that EGEE Conferences come out as highlights of these important meetings.

>>> **ACTION (All): Provide proposed dates for future (next 6 months) important meetings (e.g. >50 people, events/meeting/workshops)**

EGEE EU Review

Feedback was provided by Fab. We need to confirm the timing of the demos (it seems long) and we need to increase the time allocation for the GILDA demos.

A discussion on VOMS followed. Ian said that it was unclear if VOMS was going to be deployed in the future on LCG-2. Ian said that the top priority for SA1/Certification at the moment was to complete the port of LCG-2 from Red-Hat 7.3 to Scientific Linux. Vincent said that for Bio applications, security was fundamental and VOMS would offer part of the solution. Ian said that for the moment, the best next step to improve the security of LCG-2 was to move to Scientific Linux. Vincent said that not having VOMS was not a show stopper for the current Bio applications, but was necessary in order to attract future applications.

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The discussion went on between Cristina and Ian about claims that the "Italian Grid" was successfully running VOMS. The problem appears to be that the Italian federation has the VOMS expert "in house", which is not the case for CERN. We also need to make sure that the VOMS development is submitted to the SA1/Certification team, in order to be deployed on the Production Service. Ian concluded the discussion saying that Mirco had sent him an email, summarising the issues with VOMS.

We agreed it would be a good idea to demo an application using VOMS on the GILDA testbed.

d. 2nd Conference

- Attendance - see action 84
- demos review session (date/time, length/attendance) – see previous agenda point

e. QR status

The following Q/Rs have been received by the PO:

- JRA1/2/3

- SA1/2

- NA1/2

Others are missing.

Bob said that after reviewing those activity QRs that had been submitted to the PO, the quality was in general good. He also asked that SA1 report more on their activity (e.g. new releases) on LCG-2. Ian said that they had not released any new version of LCG-2 in the 2nd quarter.

f. Risk mitigation assignment of responsible

Addition made to the risks/mitigation is added in 'blue' in the text.

The following lists of risks were presented to the PEB by MEB, explaining that they contain the risks presented during the last meeting and augmented following the discussion of the last meeting:

Following last weeks discussion, here are the augmented risks we are proposing:

1- Lack of buy-in (interest) from:
- New sites / VOs (linked to Applications - NA4)
- National networks and programmes (linked to PMB)
- User community and applications (linked to Applications - NA4)

The success of EGEE will partly be evaluated on our ability to attract new communities and bring existing communities together; therefore it is a great risk if we fail to reach this expected target.

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2- Late delivery of the EGEE Service. There is the risk that the gLite based grid service will not be ready in time (within the timeline of the current EGEE contract).

3- Relevance of product/middleware features with respect to the expected functionality. This risk includes two folds:
- Wrong or insufficient feature set implemented: e.g. lack of security in the implementation
- Instable software (i.e. poor quality) due to a wrong balance between innovation and robust/hardened distribution of development effort

4- Poor level of quality of service (deployment). For example:
- Even secure software can be breached if badly deployed and installed.
- Low level of deployed nodes and sites
- Expensive and complex VO management
- Migration: big bang style. This could scare new users and discourage old ones

5- Poor internal communication within EGEE between the technical and non-technical activities.

6- Poor external perception, in terms of:
- Late delivery of the EGEE Service (related to point 2)
- Relevance of product/middleware features (related to point 3)

This risk could include point 1 to 4. The difference between points 1 to 4 and 6, is that points 1 to 4 are true problems (e.g. gLite is late) where point 6 is a perception problem (e.g. gLite is on time, but this is not perceived so on the outside).

Mitigation and proposed Responsible

Following the above risks, the mitigation of these risks (find in italic the elements that were modified during the discussion) and proposed Responsible for the mitigation:

1- Lack of buy-in
- Through dissemination (e.g. presentations, press releases and press conferences) the 'successes' of EGEE are well broadcasted:
  - Plan for likely events worth a press release: **Responsible: NA2/Joanne Barnett**
  - Identify key events: **Responsible: NA4/Vincent**
  - National Grid Events: **Responsible: PMB**
- Well defined procedure for the "Virtuous Cycle". We also need to make sure that the cycle is deployed and working:
  - The assignment of a responsible is delayed until the Virtuous Cycle is better defined
- Enlargement of the project membership, by bringing under our wing non-signatory partnership – **Responsible: Guy Wormser (EGAAP)/Christian Sagey(Industry Forum)**

On this point, Frank mentioned that it's non-trivial to port applications from GILDA to LCG-2. He added that we need to setup an EIS like team for the different application domains.

2- Late delivery of the EGEE Service

- The PEB has procedures in place to verify the programme of work is progressing according to plan, through weekly meetings and its well established review process. We need to make sure that the review process is seriously followed and that the required effort is invested by the reviewers and moderators – **Responsible: JRA2 (Gabriel)**
- The project management (e.g. PEB, Activity Leaders) can perform a certain level of reorganisation in the programme of work, if required– **Responsible: PEB/PD**
- A fallback strategy is to state that we have LCG-2 with incremental improvements augmented by a partial deployment of gLite components and services – **Responsible: SA1 (Ian)**
- Beyond what is defined in the programme of work, gLite is adopting for its development a fast release cycle, taking into account early NA4 feedback, which will give early signs of schedule problem and time to take corrective actions – **Responsible: JRA1 (Frédéric)**

3- Relevance of product/middleware features
- Ensure that we have inputs on the architecture and design documents from all the project stakeholders and application domains – **This mitigation has already been completed**
- Good integration of JRA3 (security) inputs and products in gLite – **This mitigation has already been completed**
- Implement requirements from: – **Responsible: ?**
    a. SA1 on deployment **– JRA1/SA1 Joint Meetings (TBD)**
    b. NA4 on applications **– Requirements Documents (TBD)**
    The assignment of a responsible for the issue of requirements was delayed until the PTF has clarified the process of handling requirements. The PTF meeting on the October 14th had on its agenda a point on the process of handling requirements, but unfortunately was not covered, due to lack of time.

During this discussion, we agreed that the PTF had to setup a web page, including the key issue of requirements for gLite.

>>> ACTION (NA4): Setup a PTF web page, including requirements for gLite.

4- Poor level of quality of service – Following a discussion on this mitigation list, we agreed that the mitigation was too much focused on security and omitted other important elements of quality in management of the Production Service – e.g. configuration, ease of deployment and maintainability.
- We have a well structured and organised series of testbeds and services, across JRA1/SA1/NA4 – **Responsible: SA1/JRA1/Testing Team (TBD)**
- Ensure deployment experts are well trained on security aspects (involving JRA3 and possibly NA3) – **Responsible: NA3 (+ JRA3 and JRA4 recommendations) (TBD)**
- Good guidelines for security and safe default values (e.g. configuration) – **Responsible: JRA3/Testing (TBD)**
- Make sure (through review) that DJRA1.1, DJRA1.2 and DJRA3.1 are kept consistent and relevant – **Responsible: JRA3/Dave Kelsey (TBD)**
- Monitoring tools for Grid production service – **Responsible: SA1 (Ian)/JRA2 (Gabriel) (TBD)**

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5- Poor internal communication – since Malcolm was not present at the meeting, we decided not to cover this point.

- Promote awareness of non-technical activities issue to technical activities – **Responsible: NA3 (TBD)**
- Make sure that technical people contribute in reviewing training material and plans – **Responsible: NA3 (TBD)**
- Ensure that, like NA3, all other non-technical activities remain pro-active in seeking needed information – **Responsible: NA2 + NA3 (TBD)**

6- Poor external perception – We agreed that the mitigation for this risk had already been covered in the previous points

- Well focus dissemination plan and announcements to high profile events. These events will also need to include high profile keynote speakers. One possibility is the Health Grid event in April 2005. – **Responsible: already covered**

This risk/mitigation list will be moved to the PEB webpage.

g. GGF feedback – Not covered

h. AOB

No AOB was raised

i. Next meeting Monday 1st November 10:00

5. PEB PROGRAMME OF WORK THROUGH TO THE FIRST EU REVIEW

See Programme of Work table here:

http://egee-intranet.web.cern.ch/egee-intranet/Project-Structure/boards/PEB2.html