



FIREWORKS



FIRE Office Services

Editor:	Susanna Avéssta
Deliverable nature:	<Report (R) >
Dissemination level: (Confidentiality)	<(PU)>
Contractual delivery date:	
Actual delivery date:	15.11.2010
Suggested readers:	Consortium partners, European Commission Services, FIRE Community
Version:	1.0
Total number of pages:	13
Keywords:	Testbed federation, networks, experimental facility, federation, governance

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Impressum

[Full project title] Future Internet Research and Experimentation - Strategy Works

[Short project title] FIREworks

[Number and title of work-package] WP3 FIRE Initiative

[Document title] FIRE Office Services

[Editor: Name, company] Susanna Avéssta, DIMES Association

[Work-package leader: Name, company] Anastasius Gavras, Erescom

[Estimation of PM spent on the Deliverable] 0.5

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List of authors

Company	Author
DIMES	Susanna Avéssta, Jacques Magen
EURESCOM	Anastasius Gavras, Milon Gupta
UPMC	Serge Fdida

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1 Introduction

The purpose of FIRE Initiative is to join forces to allow for the most efficient bilateral (and multilateral when and if appropriate) collaboration, reduce duplication of work, share experiences and best practices and work for the future of experimental research.

In light of this, the main objectives are as follow:

- 1. To move the FIRE Facility towards a more customer-driven, dynamic, effective, sustainable, easy-to-access and easy-to-use experimental platform**
 - Establish a collaboration structure between the different FIRE facility projects according to the collaboration framework defined by the corresponding Working Group in the Architecture Board; and co-ordinate and support these projects in implementing developments and performing other activities related to this high-level federation framework,
 - Support the development of a portal supporting a one-stop-shop for accessing the testing facilities,
 - Identify potential new capabilities that should be added to the existing experimental facilities,
 - Promote and support collaboration with European, national and international projects and initiatives on experimental facilities, as well as testbed operators outside of FIRE to federate their resources and provide them within the FIRE framework.
- 2. To intensify the collaboration amongst the FIRE Community (all FIRE projects, all related stakeholders, such as other testbeds, testbed initiatives, customers of testbeds (projects, researchers from academy and industry))**
 - Help bring customers to the facilities (e.g. by supporting the “Open Call” process),
 - Establish an information channel and a widely recognised forum to spread knowledge on various FIRE-related research topics and achievements relevant to experimentally-driven research on the future internet (academic and industrial),
 - Promote and develop the FIRE approach of researchers performing future internet experimentation of the facilities,
 - Build and maintain links with similar actions internationally,
 - Promote FIRE as a channel for - and support of – research.
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These objectives can be achieved by:

1. Setting up and operating a FIRE “front office” which will act as an entry point into all European FIRE activities for projects and researchers, in addition and in complement to the direct contacts with each IP;
2. Strengthening the co-ordination and collaboration among the IPs developing test facilities and selected in respective ICT Calls of objective 1.6; and
3. Promoting the FIRE concept, activities and community worldwide.

This leads to the governance structure proposed for FIRE Initiative in the FIREworks deliverable D3.4 Governance Rules for the FIRE Initiative, and its two bodies: FIRE Office and FIRE Architecture Board. This deliverable describes the services provided by the planned FIRE Office,

which is to be ran by the follower of FIREworks, the next support action responsible for the coordination of FIRE.

2 FIRE Office

FIRE Office will be the operations centre for all FIRE activities, for the FIRE Initiative in close cooperation with Commission services, the respective unit in EC in charge on FIRE. FIRE Office will be established under the following FIRE support action, that is, FIRE Office will be the core activity in the call 5 FIRE support action in charge of general FIRE coordination.

2.1 FIRE Office processes

FIRE Office will pro-actively discuss with research projects their large-scale experimentation requirements and help to initiate tests on existing testbeds. When no single existing testbed is able to support the intended test, FIRE Office will - together with the research project and the Architecture Board - examine if a combined response from several testbeds could meet the requirement (i.e. leading to the notion of a “federation” of testbeds), or if the development of an extension to an existing testbed would be feasible.

The other instrument to facilitate and moderate the dialogue and interaction between customers and the test facilities are the regular Workshops, held in conjunction with FIA events and FIREweeks. These aim to inform and to cross-fertilise ideas and best practices, and identify developments to the FIRE facilities that would contribute to the customer-driven approach. Aside from physical meetings, interaction and discussion will take place via the interactive FIRE Forum, which is a supported and moderated virtual “meeting place”, i.e. a professional social network, or a modern Wiki tools (LinkedIn groups, etc).

FIRE Office takes care of the daily operational contact for FIRE. FIRE Office serves as an entry point; it will operate and maintain a public portal (Website) that presents existing testbeds and their capabilities, and will offer Help Desk services for novice experimenters or those requiring the services of more than one testbed. When, and if, a more advanced type of portal becomes available from one or more of the IPs (e.g. one with an automated or semi-automated brokering service for reserving resources across multiple testbeds), this will be incorporated into the portal by the FIRE Office. However, the FIRE Office has a non-technical, administrative function. FIRE Office will forward the more technical questions to the Architecture Board. The Architecture Board would then provide a response, or will decide that new developments are required to respond to the requirement, by one or more of the projects running experimental facilities. In such a case, it would provide a calendar for the implementation.

3 FIRE Office Services

FIRE Office services are the following:

- Serve as an entry point to the FIRE Community
- Maintain information about the FIRE projects and actors
- Run the portal, comprising:
 - public information about the FIRE facility offerings
 - a repository of other information (e.g. test results, useful tools, etc.)
 - events and news
 - the (restricted access) FIRE Forum
 - access to the Help Desk
- Offer “Level 1” Help Desk services for FIRE customers, i.e. when a request can be met through an existing facility. (“Level 2” assistance, i.e. when the response needs further analysis and possible additional developments, will be forwarded to the FIRE Architecture Board. However, in this case, the FIRE Office will still be the entity providing the response to the customers)
- Publish material (1 portfolio brochure per year, 4 Newsletters per year, a video when the new wave of IPs have matured offerings) to publicise and promote the FIRE Initiative
- Organise the regular FIA Workshops and FIREweeks between all the FIRE research and facility projects, in order to:
 - identify potential synergies within experimentally-driven research: across projects, across disciplines (including socio-economic aspects, end-users), between experimenters and facility providers
 - share best practices on experimentation and usage of facilities
 - collect feedback on facility offerings
 - raise public awareness
 - learn of similar national and international activities
 - encourage and support the FIRE Community building
 - support in external relations towards national and international relevant bodies
- Document the conclusions from each Workshop
- Operate, moderate and maintain the FIRE Forum interactive platform for offline discussion, opinion-sharing and brainstorming
- Utilise Web 2.0 interaction between FIRE Forum actors (i.e. LinkedIn Groups) with regular discussion topics and offering a place to develop ideas and concepts offline
- Constantly encourage the FIRE community, GEANT actors, FIA community, national initiatives’ key-persons, PPP activists, relevant industrial representatives, “livinglabbers”, etc., to participate in the FIRE Forum
- Forward input from the FIRE Forum discussions (e.g. challenges and requirements) to the Architecture Board
- Maintain an up to date status of the research projects portfolio
- Re-examine the main principles behind the “experimentally-driven research” concept, with the objective to best promote this concept in liaison with WP4 “External Relations”
- Develop the ideas and concepts
- Inform IPs of the formal requirements for writing and publicising the Open Calls (i.e. a call for experimenters to propose innovative experiments in a given facility)
- Produce a template for the Open Call document
- Publicise the Open Calls on the FIRE Website

- Promote awareness linked to FIRE Initiative and its objectives
 - Perform targeted actions to increase visibility and awareness on FIRE Initiative;
 - Liaise at “political” level with various complementing and comparable initiatives, European and world-wide;
 - Promote the FIRE approach, experimentally-driver research, and markets all its offerings. To this end, the role of “Ambassadors” has been identified. They will:
 - Represent and promote FIRE, especially towards new potential customers and evaluate whether other testbeds could be candidate to join. Such testbeds could be public, private, European or non-European. Candidate testbeds could then be assessed with the Architecture Board for the content and with the FIRE Office for operational matters.
 - Reinforce the links with the European Technology Platforms relevant to FIRE, i.e. eMobility, NEM, NESSI and ISI, to attract new customers and be informed of new testbeds (e.g. the eMobility ETP has released a list of potential testbeds of interest to their members; this could be co-ordinated with FIRE STATION and be expanded to the other ETPs) including with support from some other projects (e.g. the TEFIS project which has strong links with NESSI)
 - Ensure a strong presence of FIRE in events that count in Europe and beyond, and especially the Future Internet Assembly
 - Make sure that FIRE is known in all initiatives that are involved in Future Internet, such as the Future Internet Forum of the Member States, the appropriate EUREKA clusters (Celtic and ITEA2), the ARTEMIS JTI, etc.

FIRE Office is virtually fixed and found in one place, “to be contacted” or operating and organising contacts centrally, equally managing external relations that are on the move and liaising, disseminating and promoting FIRE in different places and for different parties beyond FIRE itself.

FIRE Office will establish necessary ties between the FIRE Initiative and standardisation and regulation bodies both at European and global level. A specific Working Group on standardisation is foreseen as part of the FIRE Architecture Board (see D3.4 Governance Rules for the FIRE Initiative).