Appendix A:
Minutes before 1 July 2004

1   Project Management

- Each project responsible shall make a project plan with milestones for deliverables (reports etc) and submit to Andreas Engfeldt.

- The plan shall be approved by the steering committee

- Andreas Engfeldt shall follow up and receive the various deliverables, compile them and deliver them to the steering committee.

- The steering committee shall have a phone meeting every month

- The steering committee shall have an ordinary meeting each 3 month

2   NorDPOS

Make NorDPOS corrections available for national distribution in each country based on data from Nordic base stations and based on a common Nordic communication network.

- Testing of NorDPOS in Denmark by means of a monitor station at KMS. (Start March 1, 2004, Responsible: Casper Jepsen, KMS).

- Testing distribution in Denmark on DAB (Responsible: Casper Jepsen, KMS).

- Improve NorDPOS in North Norway. (Responsible: Per Erik Opseth, NMA).

- Provide a NorDPOS prototype service in southern Sweden (Responsible: Peter Wiklund, LMV).

- Provide a NorDPOS Service in Skagerak. (Responsible: Casper Jepsen, KMS).

- Provide a NorDPOS prototype service in northern Sweden. (Responsible: Peter Wiklund, LMV).

- A station data availability report shall be delivered to the steering committee each month. (Responsible: Per Erik Opseth, NMA).

2.1 Actions(SK)

2.1.1 NorDPOS shall start with Norwegian and Danish stations. The work shall start Monday March 1, 2004.

2.1.2 NorDPOS Control Centre shall produce reports of data availability of the Swedish stations, until the data delivery is stable. The reports shall be sent to LMV, (Örjan Zackrisson). When the data delivery has become stable, the Swedish stations shall also be included in NorDPOS.

2.1.3 Organisation of NorDPOS: 3 point of contacts shall coordinate the activities: Per Erik Opseth, Casper Jepsen, Peter Wiklund.

3 NordRTK

- A reference/coordinater group shall be established. The group shall exchange information about operation and performance of the network RTK in general and GPSNet in particular. Point of contact: Per Erik Opseth SK, Peter Wiklund LMV, Casper Jepsen KMS. First meeting before: July 1, 2004.
(Responsible: Steering committee).

- Guidelines for optimal Network-RTK/single station RTK use concerning reliability and efficiency. SK-preliminary guidelines have been distributed to the steering committee. Ensure that information is exchanged between the partners. (Responsible: Steering committee).

- Exploit nordic stations for an optimal distribution of base stations with regards to national services. Ensure that plans for future expansion is exchanged between the partners. (Responsible: Steering committee).

4 Nordic Positioning Network

Make data available from all Nordic stations in real-time in the pre-defined formats to all respective institutions.

- Final test of the Swedish delivery of data. Stability tests. (before 3/5-2004. Responsible: Peter Wiklund).

- Define Javad/Topcon format to be used. Ok.

- Develop a Javad/Topcon - Ribex converter (before 1/4-2004. Responsible: Per Erik Opseth).

- Each partner shall provide a data delivery service with a availability of 90% per month. The coordinators shall deliver an availability report each month to the steering committee. (Start: 1/6-2004. Responsible: Each coordinator).

5   Permanent GNSS station standards

To ensure that the permanent GNSS stations in the Nordic countries have the required quality with regards to their use.

- Test of the classification system based on the existing stations and an evaluation of the system resulting in recommendations/changes (Responsible: Bo Madsen).

- Relate the standard to the different major requirements

- The Swedish and Danish stations shall be classified before October 1, 2004.

6   Pending

- Database for station information

- Nordic Web-site´

- Automated Computation Service

- Distribution channel for RTK