
Draft Project plan for the CEN Workshop on

**"Assessing Pandemic Crisis Prediction and
Management Tools – Methodology of
Demonstration-based Evaluation"**

**Requests to participate in the Workshop
and/or comments on the project plan are
to be submitted by
22.4.2022 to krebs@unmz.cz¹**

Recipients of this project plan are kindly requested
to name all patent rights known to them to be
relevant to the Workshop and to make available all
supporting documents.

Prague, 2022-03-08 (Version 1.0)

¹ Applications for participating in the Workshop and comments on the project plan that are not received by the deadline do not need to be taken into consideration. Once constituted, the Workshop will decide whether or not to consider the comments received in good time.

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1 Status of the project plan

Draft project plan for public commenting (Version 1.0)

This draft project plan is intended to inform the public of a new Workshop. Any interested party can take part in this Workshop and/or comment on this draft project plan. Please send any requests to participate or comments by e-mail to krebs@unmz.cz.

All those who have applied for participation or have commented on the project plan by the deadline will be invited to the kick-off meeting of the Workshop on **2022-04-26**.

Approved project plan for CWA development adopted at the kick-off meeting of the Workshop (Version **2.0**).

2 Workshop proposer and Workshop participants

2.1 Workshop proposer

Person or organisation	Short description and interest in the subject
<p>Associate professor Vit Stritecky, M.Phil., Ph.D. Member of the executive board of Technological Platform Energy Security Czech Republic TPEB V Holesovickach 1443/4 182 00 Praha Czech Republic Tel: +420 222 311 955 GSM: +420 777 227 618 vit.stritecky@tpeb.cz; www.tpeb.cz</p>	<p>The Technological Platform – Energy Security, Czech Republic (hereinafter TPEB) was established in October 2011 as a unique non-profit public-private-partnership body in the Czech Republic focusing on the area of critical infrastructure protection. The founding members of TPEB are (1) leading national energy companies, companies administrating energy distributing networks and lines, software and communication utility companies, (2) public bodies including Ministry of Internal Affairs, Fire Rescue Service of the Czech Republic, Ministry of Industry and Trade, Czech Standardization Agency, (3) leading Czech technical universities and research institutions. The mission of TPEB is to instigate cooperation among the three pillars and support activities related to research, development and innovation leading to an introduction of new technologies ensuring protection of critical (information) infrastructure. The platform organizes public events aiming at stimulating awareness regarding critical (information) infrastructure protection on the part of administration as well as general public. Further, it mediates the interplay between the administration's as well as private sector's security-related needs and R&D&I capabilities and potential. Finally, it aims at organising public-private consortia applying for R&D&I projects. Being gradually recognized as the relevant pool of expertise TPEB provides experts to various national as well as international bodies and expert groups.</p>

2.2 Other potential participants

This CWA will be developed in a Workshop (temporary body) that is open to any interested party. The participation of other experts would be helpful and is desired. It is recommended that:

- National Public Health Organization
- Ministries of Health
- Ministries of Interior
- First aiders (firefighters)

- NGOs (Red cross)
- Private companies, technology platform providers
- Researchers and policy experts

take part in the development of this CWA.

2.3 Participants at the kick-off meeting

The following persons or organisations will be invited to the kick-off meeting prior to the publication of the draft project plan.

Person	Organisation
Prof. Vit Stritecky	Technological Platform Energy Security Czech Republic (TPEB)
Georg Neubauer, Ph.D.	AIT Austrian Institute of Technology GmbH (AIT)
Georg Aumayr	Johanniter Austria, Austria
Dr. Benoit Vivien	Assistance Publique–Hôpitaux de Paris (APHP), France
Dr. František Paulus	Fire Rescue Service of the Czech Republic
Dr. Sotirios Tsiodras	National Kapodistrian University of Athens (Hospital), Greece
Dr. Kassiani Mellou	National Public Health Organisation, Greece
Konstantinos Gkogkosis	Ministry of Health, Greece
Ginreta Valinciute	National Public Health Center under the Ministry of Health, Lithuania
Dr. Corneliu Nicolae Zaharia	Romanian Institute of Virology (IVN), Romania
Dr. Helena Blazun	Zdravstveni dom dr. Adolfa Drolca Maribor, Slovenia
Dr. Domen Mongus	University of Maribor, Slovenia
Carlos Capataz	Red Cross, Spain
Ana Ungureanu	Red Cross, Romania
Jose Luis Diego	Valencia City Council-Local Police (PLV), Spain
Rafael Company	Fundacion Valenciaport, Spain
Dr. Mahir Ülgü	Ministry of Health, Turkey
Dr. Thomas Finnie	Public Health England, UK
Dr. Peter Van Der Spek	Erasmus University Rotterdam, Netherlands
Dr. Henda Triki	Institut Pasteur de Tunis
Dr. Nissaf Ben Alaya	Observatoire National des Maladies Nouvelles et Emergentes
Prof. Marc Heyndrickx	Flanders Research Institute for Agriculture, Fisheries and Food, Belgium
Dr. Anastasia Anagnostou	Brunel University London
Stefan Krebs	Czech standardization agency (CAS)

2.4 Registered Workshop participants

The following persons or organisations have registered as Workshop participants at the kick-off meeting and will actively participate in the development of the CWA.

Person	Organisation
Vit Stritecky	Technological Platform Energy Security Czech Republic TPEB
Stefan Krebs	Czech standardization Agency (CAS on behalf of UNMZ)

3 Workshop objectives and scope

The planned CEN Workshop specifies an assessment of the pandemic crisis prediction and management tools. The planned workshop is intended to be used by national planners in the area of crisis management (with a particular focus on epidemic and pandemic crises) and first responders dealing with the crisis situations after their outbreaks. The workshop will also advance cooperation between the above-mentioned actors and research and innovative institutions, providing upgrades and new solutions in the area of pandemic crisis prediction and management.

The planned workshop does not address national regulations related to healthcare. The focus of the methodological guidance for assessment of the tools is on crisis management, involving prediction and effective reaction.

3.1 Background

The content for the proposed CWA is developed as part of the H2020 project No. 883441 STAMINA - Demonstration of intelligent decision support for pandemic crisis prediction and management within and across European borders. The purpose of the CWA is to provide a methodology describing how the sequence of demonstrations contributes to the assessment of pandemic crisis prediction and management tools. The intended methodology (STADEM) will provide guidance for the identification of gaps and requirements, preparation, execution, and evaluation in a context of intra-state as well as cross-border demonstrations.

The area of pandemic crisis management naturally involves institutions that have national competences, which were allocated by national legislation. However, the proposed CWA offers a voluntary methodology for the demonstration-based assessment of tools. The nature of the project (limited scope and its distance to operational crisis management) makes sure that it will not set requirements that might interfere with national regulation.

Security risk analysis is a process of identifying and analyzing the main negative factors that may affect a standardization project's objectives. The following is targeted at secretariats of CEN Workshop Agreements (CWA) dealing with security issues. Its purpose is to help them identify and mitigate the risks associated with their project. It is structured around two main security threats that can affect the success of the work: major diverging interests among stakeholders and sensitive information.

3.2 Scope

The planned CEN Workshop specifies an assessment of the pandemic crisis prediction and management tools. The planned workshop is intended to be used by national planners in the area of crisis management (with a particular focus on epidemic and pandemic crises) and first responders dealing with the crisis situations after their outbreaks. The workshop will also advance cooperation between the above-mentioned actors and research and innovative institutions providing upgrades and new solutions in the area of pandemic crisis prediction and management.

The planned workshop does not address national regulations related to healthcare. The focus of the methodological guidance for assessment of the tools is on crisis management, involving prediction and effective reaction.

3.3 Related activities

The subject of the planned CWA is not at present the subject of a standard. However, there are committees, standards and/or other technical specifications that deal with related subjects and thus need to be considered - and involved, where necessary - during this Workshop:

- CEN/TC 391 Societal and Citizen Security
- CEN/CENELEC Sector Forum on Security (SF-SEC)
- ISO/TC 292 Security and resilience
- [CWA 17514:2020](#) Systematic assessment of innovative solutions for crisis management - Trial guidance methodology

4 Workshop programme

4.1 General

The kick-off meeting is planned to take place on <date> in <place>. A draft for public commenting will <not> be published for <duration> days.

A total of three Workshop meetings (kick-off meeting and Workshop meetings) and web conferences will be held, during which the content of the CWA(s) will be presented, discussed and approved.

- Start of the project: September 2020
- End of the project: August 2022 (extension requested: F)
- Web site of the Horizon 2020 project: <https://stamina-project.eu/>
- Presentation "Overview on STAMINA - towards Standardization" (see Annex)

The CWA will be drawn up in **English** (language of meetings, minutes, etc.). The CWA will be written in **English**.

4.2 Workshop schedule

Table 1: Workshop schedule (preliminary)

CEN Workshop	6/2021	11-2021	12/2021	2/2022	3/2022	4/2022	5/2022	6/2022	7/2022	9/2022	10/2022
Initiation											
1. Proposal form submission and TC response											
2. Project plan development											
3. Open commenting period on draft project plan (mandatory)											
Operation											
4. Kick-off meeting											
5. CWA(s) development											
6. Open commenting period on draft CWA(s) (optional)											
7. CWA(s) finalised and approved by Workshop participants											
Publication											
8. CWA(s) publication											
Dissemination (see 7)											
Milestones											

- K** Kick-off
- M** Workshop meeting
- V** Virtual Workshop meeting
- A** Adoption of CWA
- P** Publication of CWA
- D** Online distribution of CWA

4.3 Work already delivered

H2020 Interim reports:

European Commission H2020, Innovation Action (IA), [Project ID: 883441](#)

5 Resource planning

The Workshop will be financed within a framework of a research project STAMINA, H2020, Innovation Action (IA), Project ID: 883441

6 Workshop structure and rules of cooperation

6.1 Participation in the Workshop

The Workshop will be constituted during the course of the kick-off meeting. By approving this project plan, the interested parties declare their willingness to participate in the Workshop and will be formally named as Workshop participants, with the associated rights and duties. Participants at the kick-off meeting who do not approve the project plan are not given the status of a Workshop participant and are thus excluded from further decisions made during the kick-off meeting and from any other decisions regarding the Workshop.

As a rule, the request to participate in the Workshop is closed once it is constituted. The current Workshop participants shall decide whether any additional members will be accepted or not.

Any new participant in the Workshop at a later date is decided on by the participants making up the Workshop at that time. It is particularly important to consider these aspects:

- a. expansion would be conducive to shortening the duration of the Workshop or to avoiding or averting an impending delay in the planned duration of the Workshop;
- b. the expansion would not result in the Workshop taking longer to complete;
- c. the new Workshop participant would not address any new or complementary issues beyond the scope defined and approved in the project plan;
- d. the new Workshop participant would bring complementary expertise into the Workshop in order to incorporate the latest scientific findings and state-of-the-art knowledge;
- e. the new Workshop participant would actively participate in the drafting of the manuscript by submitting concrete, not abstract, proposals and contributions;
- f. the new Workshop participant would ensure wider application of the CWA.

All Workshop participants who voted for the publication of the CWA or its draft will be named as authors in the European Foreword, including the organisations which they represent. All Workshop participants who voted against the publication of the CWA, or who have abstained, will not be named in the European Foreword.

6.2 Workshop responsibilities

The Workshop Chair is responsible for content management and any decision-making and voting procedures. The Workshop Chair is supported by the Workshop Vice-Chair and the responsible Workshop secretariat, whereby the Workshop secretariat will always remain neutral regarding the content of the CWA(s). Furthermore, the Workshop secretariat shall ensure that CEN-CENELEC's rules of procedure, rules of presentation, and the principles governing the publication of CWA(s) have been observed. Should a Workshop Chair no longer be able to carry out her/his duties, the Workshop secretariat shall initiate the election of a new Workshop Chair. The list below covers the main tasks of the Workshop Chair. It is not intended to be exhaustive.

- Content related contact point for the Workshop
- Presides at Workshop meetings
- Ensures that the development of the CWA respects the principles and content of the adopted project plan
- Manages the consensus building process, decides when the Workshop participants have reached agreement on the final CWA, on the basis of the comments received
- Ensures due information exchange with the Workshop secretariat
- Represents the Workshop and its results to exterior

The Workshop secretariat, provided by a CEN national member, is responsible for organising and leading the kick-off meeting, in consultation with the Workshop proposer. Further Workshop meetings and/or web conferences shall

be organised by the Workshop secretariat in consultation with the Workshop Chair. The list below covers the main tasks of the Workshop secretariat. It is not intended to be exhaustive.

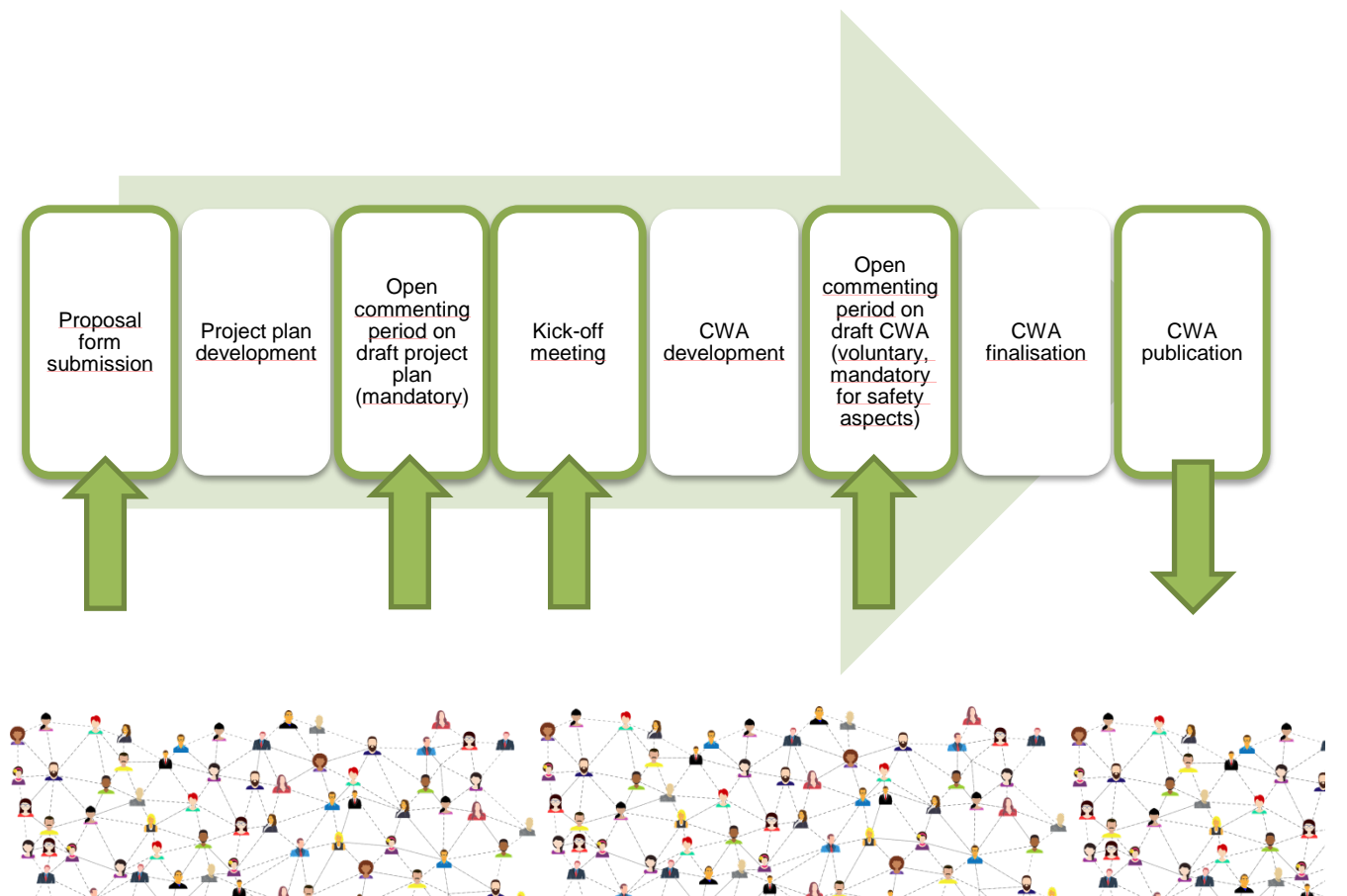
- Administrative and organisational contact point for the Workshop
- Ensures that the development of the CWA respects the principles and content of the adopted project plan and of the requirements of the CEN-CENELEC Guide 29
- Formally registers Workshop participants and maintains record of participating organisations and individuals
- Offers infrastructure and manage documents and their distribution through an electronic platform
- Prepares agenda and distribute information on meetings and meeting minutes as well as follow-up actions of the Workshop
- Initiates and manage CWA approval process upon decision by the Workshop Chair
- Interface with CEN-CENELEC Management Centre (CCMC) and Workshop Chair regarding strategic directions, problems arising, and external relationships
- Advises on CEN-CENELEC rules and bring any major problems encountered (if any) in the development of the CWA to the attention of CEN-CENELEC Management Centre (CCMC)
- Administrates the connection with relevant CEN or CENELEC/TCs

6.3 Decision making process

Each Workshop participant is entitled to vote and has one vote. If an organisation sends several experts to the Workshop, that organisation has only one vote, regardless of how many Workshop participants it sends. Transferring voting rights to other Workshop participants is not permitted. During voting procedures, decisions are passed by simple majority; abstentions do not count.

If Workshop participants cannot be present in the meetings when the CWA or its draft is adopted, an alternative means of including them in the voting procedure shall be used.

7 Dissemination and participation strategy



Proposal form submission

The Workshop proposal form was disseminated to the following relevant stakeholders and bodies for consultation:

- CEN/TC 391 [Societal and Citizen Security](#)
- CEN/CENELEC Sector Forum on Security ([SF-SEC](#))

The proposal was discussed and with small changes agreed.

Open commenting period on draft project plan

The project plan will be disseminated to the following relevant stakeholders and bodies for commenting:

- CEN/TC 391 [Societal and Citizen Security](#)
- CEN/CENELEC Sector Forum on Security ([SF-SEC](#))

others

In addition to the CCMC website, the project plan and the date of the kick-off meeting will be advertised to raise awareness on the:

- Website of the Czech member body [UNMZ](#) and [CAS](#),
- Website of the proposer [TPEB](#).

Interested parties are requested to contribute either through commenting of the project plan (short term) or through Workshop participation (long term).

Open commenting period on draft CWA

The draft CWA will be disseminated to the following relevant stakeholders and bodies for commenting:

- CEN/TC 391 [Societal and Citizen Security](#)
- CEN/CENELEC Sector Forum on Security ([SF-SEC](#))
- others

In addition to the CCMC website, the draft CWA will be advertised on the website of TPEB ČR EN and the H 2020 project STAMINA to raise awareness. Interested parties are requested to contribute through commenting of the draft CWA (short term).

CWA publication

The final CWA will be disseminated to the following relevant stakeholders and bodies:

- Participants of the workshop

In addition to the CCMC website, the final CWA will be advertised on:

- Facebook [UNMZ and CAS](#),
- Website of the Czech member body [UNMZ](#) and [CAS](#),
- Website of the H2020-project [STAMINA](#),
- Website of the proposer [TPEB](#),
- others.

8 Contacts

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Workshop proposer

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