

# **Memorandum of Understanding**

## **concerning**

### **the fabrication and the scientific use of ESPRESSO**

#### **Between**

- 1) **Centro de Astrofísica da Universidade do Porto (CAUP)**, Rua das Estrelas, 4150-762 Porto, Portugal, represented by Mário J. P. F. G. Monteiro, Director, and Nuno Cardoso Santos, Co-Principal Investigator
- 2) **Faculdade de Ciências da Universidade de Lisboa (FCUL)**, Campo Grande, Building C5, 1749-016 Lisboa, Portugal, represented by the Director, Prof. José Manuel Pinto Paixão, through CAAUL (Centro de Astronomia e Astrofísica da Universidade de Lisboa) and SIM (Laboratório de Sistemas, Instrumentação e Modelação em Ciências e Tecnologias do Ambiente e do Espaço)
- 3) **Istituto Nazionale d'Astrofisica (INAF) - Osservatorio Astronomico di Trieste and Osservatorio Astronomico di Brera**, Viale del Parco Mellini n.84 - 00136 Roma, Italy, represented by President and Co-PI
- 4) **European Organisation for Astronomical Research in the Southern Hemisphere (ESO)**, represented by the **ESO Instrumentation Division**, Karl-Schwarzschild-Strasse 2, 85748 Garching, Germany, represented by M. Casali (Head) and Hans Dekker (ESO-Representative)
- 5) **Instituto de Astrofísica de Canarias (IAC)**, C/ Via Láctea s/n, 38200 La Laguna, Tenerife, Spain, represented by Prof. Francisco Sánchez Martínez, Director, and Prof. Rafael Rebolo López, Co-Principal Investigator
- 6) **Physikalisches Institut der Universität Bern (Phinst)**, Sidlerstrasse 5, CH-3012 Bern, represented by Prof. Willy Benz, Director
- 7) **Université de Genève (UniGe)**, 24, rue du Général-Dufour, 1211 Geneva 4, Switzerland, represented by Professor Pierre Spierer, **Vice-rector**, through its Observatoire Astronomique, 51, chemin des Maillettes, 1290 Versoix, Switzerland, represented by Prof. S. Udry, director and Francesco Pepe, Principal Investigator.

Hereafter designated collectively as the "Parties", or individually as a "Party".

*[Handwritten signature]*

**Preamble***Considering that:*

All the Parties come together to carry out the study and construction of a High resolution, ultra stable spectrograph for the incoherent combined focus of the VLT hereafter called ESPRESSO (Echelle SPectrograph for Rocky Exoplanet and Stable Spectroscopic Observation). The sum of all the Parties is called hereafter Collaboration.

The sum of all the Parties except ESO is called hereafter Consortium. The Parties forming the Consortium are individually called Consortium Members (CM).

ESO – through its instrumentation Division - is participating to the Collaboration as 'Associated Partner'. As such it is a Party to the Collaboration and is bound to the provisions of the present Memorandum of Understanding (MoU) at the same level as the other Parties. However, ESO is not a Consortium Member.

The Consortium will sign an Agreement with ESO (Nr. 35970/ESO/10/37788/ADE), hereafter referred to as the "ESPRESSO Agreement"), which foresees the delivery of the ESPRESSO instrument at ESO Paranal Observatory in exchange of Guaranteed Time Observations (GTO). The ESPRESSO Agreement regulates the contractual aspects between ESO as 'the Customer' and the Consortium, which is represented by the Université de Genève, acting in the name and on behalf of all the Consortium Members.

The rules governing the relations within the Collaboration are not defined in the ESPRESSO Agreement. It is therefore necessary that the Parties define a common understanding of their partnership within the present MoU.

*The Parties agree as follow:***ARTICLE 1: Scope of the Memorandum of Understanding (MoU)**

§1: The present MoU pursues three main objectives:

- A) Define a contractual frame for the ESPRESSO Project (see definition in Article 3) to which all Parties commit
- B) Regulate the use of the GTO nights awarded to the Consortium by ESO for the delivered manpower effort and capital expenses
- C) Set up a publication policy for the science issued from the GTO and/or issued from activities related to the ESPRESSO project,

§2: The following applicable documents, listed in the order of precedence, are annexed to this MoU:

- 1) The ESPRESSO Management Plan, Nr. VLT-PLA-ESP-13520-0015, Issue 2, 1/2/2011
- 2) The ESPRESSO Project Plan, Nr. VLT-PLA-ESP-13520-0007, Issue 3, 1/2/2011

§3: The Parties agree that the ESPRESSO Agreement will take precedence over the contents of the present MoU in case of conflict.

## ARTICLE 2: Project objectives and scientific use of ESPRESSO

§1: The Parties agree to collaborate in building the ESPRESSO instrument and to deliver it to ESO for the use on the Very-Large Telescope (VLT) and to be made available to ESO's astronomical community. In exchange of this investment the Consortium will be granted by ESO Guaranteed Time Observations (GTO) on ESPRESSO@VLT to carry out the 'Scientific GTO Program'. This program will be developed in accordance with the scientific objectives given in Article 2.2 during the ESPRESSO Project but frozen only 7 months prior to the start of the GTO, i. e. at the submission of the Observing Proposal to ESO (during the so-called ESO's Phase 1 - Proposal Preparation).

§2: The Consortium members commit to reserve a given percentage of the GTO for following sub-programs:

- 80% 'Search and characterization of rocky planets in the habitable zone'
- 10% 'Variability of fundamental constants'
- 10% Target of Opportunity (ToO), to be dedicated to any, but very topical domain of astrophysics

## ARTICLE 3: Commitment of the Parties to the ESPRESSO Project

§1: The Project is regulated in detail by the Annexed **Management Plan** and **Project Plan**. The content of the Management plan defines the **ESPRESSO Management** while the content of the Project Plan defines the **ESPRESSO Project**. By signing the present MoU all the Parties commit to the contents of these plans, in particular to the responsibilities for the execution of specific work packages in the schedule, and to *provide the related manpower and financial resources*.

§2: Under this MOU, none of the Parties shall have the obligation to contribute more than the commitment as indicated below but all the Parties commit to provide the Collaboration at least with these contributions as far as necessary to fulfill its project tasks:

Party	Capital investment [Million EURO]	Human resources [FTEs in pers.-years]
ESO Instrumentation Division	3.698 (committed) 3.873 (max.)	13.45 (committed) 15.0 (max.)
CAUP and FCUL (Portugal)	1.889 (committed)	20.05 (committed)
IAC (Spain)	2.245 (committed)	20.40 (committed)
INAF - OA Trieste and OA Brera (Italy)	2.164 (committed)	40.32 (committed)
Université de Genève, Observatoire Astronomique and Physikalisches Institut der Universität Bern (Switzerland)	2.605 (committed)	29.48 (committed)

**ARTICLE 4: Executive Board**

§1: The Parties have established a governing body, the Executive Board, which is composed as follow:

- One member, designated "Principal Investigator" (PI), acting as representative of the Project's Administrative and Coordinating Party (University of Geneva) and representing the Swiss Parties:  
F. Pepe (PI)
- One member for the Portuguese Parties : N. C. Santos (Co-PI)
- One member for the Spanish Party: R. Rebolo Lopez (Co-PI)
- One member for the Italian Parties: S. Cristiani (Co-PI)
- One member representing ESO's Instrumentation Division  
H. Dekker (ESO Representative)

§2: The competence field of the Executive Board is to:

- a) ensure the contractual, financial and time frames and the required resources to accomplish the ESPRESSO Project. In particular the Executive Board agrees on a Management Plan and a Project Plan, which fully define the details of these frames. Any amendment to the ESPRESSO Agreement, the Management Plan and the Project Plan must be agreed by the Executive Board. This concerns in particular the employed resources, the performances and capabilities of the ESPRESSO instrument, and the schedule of the Project.
- b) ensure the fulfilment of the scientific objectives. In particular the Executive Board agrees on a Scientific GTO Program to be pursued within the GTO. Any amendment to the Scientific GTO Program, as well as the use of ToO time, must be agreed by the Executive Board.
- c) take decisions concerning the composition and the rules of the ScienceTeam (see Article 8) as well as the scientific objectives.

§3: The Principal Investigator chairs the Executive Board. He represents all the Parties for contractual aspects. Furthermore, he represents all the Consortium Members in scientific aspects and ensures an equilibrated scientific return to the various Consortium Members for their investment made within the ESPRESSO project.

§4: Any Executive Board decision concerning the present MoU shall be taken unanimously among all the Parties of the Collaboration, except for matters concerning the GTO programme and the scientific activity related to it (Articles 4.2.b and c), for which decisions shall be taken unanimously by the Executive Board representatives of the Consortium Members only.

§5: The Executive Board chair is responsible for distributing decisions of the Executive Board, which have an impact on the ESPRESSO Project or the scientific activity, within the Collaboration.

**ARTICLE 5: The Countries**

§1: A given Co-PI represents the group of institutes belonging to his/her respective country. In the following, and for simplicity reasons, the group of institutes belonging to a given country shall be hereafter referred to as *country*. Note however, that in no case it is meant that the Co-PIs are intended or supposed to represent national interests, but only the interests of the Parties on matters covered by the present MoU.

**ARTICLE 6: Delegation of rights and representation**

§1: The Parties are represented in accordance with the following principles:

- Each PI and Co-PI shall have the delegation from all the Parties of his/her country to represent them, within the Executive Board, as well as their scientific, political and financial interests within the ESPRESSO Project;
- The ESO Representative shall have the delegation from ESO to represent it, within the Executive Board, regarding ESO technical interests and the use of the resources mentioned in Article 3.2 within the ESPRESSO Project;
- As such each Executive Board member acts in the name and on behalf of all the Parties he/she represents.

§2: By delegation of the Executive Board the PI shall:

- negotiate, sign, and be the accredited representative of the Consortium Members under the ESPRESSO Agreement. When exercising this responsibility the PI shall act in the name and on behalf of all the Consortium Members and any document sent by him under the ESPRESSO Agreement shall bind all the Consortium Members;
- represent the Parties with respect to third parties in political and scientific matter;
- represent the scientific, political and financial interests of the Parties.

When exercising these 2 last responsibilities the PI shall act in the name and on behalf of all the Parties.

§3: The Executive board delegates to the **Project Manager** (as defined per Management Plan) the responsibility under the MoU to execute the ESPRESSO Project *within* the frame defined by the Management and Project Plan previously *approved by the Executive Board*.

**ARTICLE 7: Scientific return - General rules and balance within the Consortium**

§1: In exchange for the invested resources, all the Consortium Members own the right for an adequate and fair scientific return, which is materialized in the form of a Scientific GTO Program. The scientific return and the related activity are regulated by the present MoU. Only science issued directly or indirectly from the Scientific GTO Program is concerned.

§2: The Consortium organizes the scientific return applying following basic rules:

- a) The Consortium main interest is to perform science. It is common understanding that each Party asks for a scientific return for the invested resources (manpower and capital expenses) within the two previously described activities (Project and/or science).
- b) The invested resources will be determined on the basis of the consolidated (effectively contributed) resource sheet established by the Project Manager for the project and by

the Project Scientist for the Science Team activities. The resource sheet will need to be approved by the Executive Board.

- c) The scientific return is grouped by country. It is accounted in terms of the number of Science-Team members and the number of co-authorships in the publications issued from the GTO program. A 1-to-1 relation between authors and Science-Team members is however not required.
- d) Both Science-Team members and the number of co-authorship per country shall be proportional to the resources invested by the country. The proportionality needs however not to be guaranteed for each single publication, but only in the average.

## ARTICLE 8: The Science Team

§1: The preparation of the Scientific GTO Program is under the sole responsibility of the Consortium. To ensure an efficient and success-oriented scientific program, the Parties agree to set up a **Science Team**.

§2: The Science Team is in charge of organizing and carrying out the science program and possible preparatory work defined within the Scientific GTO Program previously *approved by the Executive Board*.

§3: The duties and responsibilities of the science team are:

- 1) Follow-up the new scientific developments in the fields of interest in order to adjust the scientific goals and targets of the Scientific GTO program as the project evolves
- 2) Prepare and carry out the Scientific GTO program
- 3) Prepare and carry out potential preparation or follow-up programs
- 4) Carry out observations
- 5) Collect, reduce and analyze the scientific data issued from the Scientific GTO program
- 6) Write publications related to the Scientific GTO program

§4: Out of the Science Team members the Executive Board nominates a **Project Scientist** and delegates to him the *chair* of the Science Team. Per remaining country a **Deputy Project Scientist** is nominated.

§5: The Project Scientist and the Deputy Project Scientists form the **Science Advisory Team**, which ensures the link between the scientific goals and the ESPRESSO Project, on the one hand, and reports to the Executive Board on scientific and project activities. Tasks and responsibilities of the Project Scientist and the Science Advisory Team are described in the Management Plan.

§6: The composition of the Science Team is set up as follows:

- 1) The PI and the Co-PIs are part of the Science Team.
- 2) The Science Advisory Team Members are part of the Science Team.
- 3) In order to ensure a dynamical and active team the number of *additional* Science-Team members from the Consortium shall be limited to 16 persons, for a total of 24

Consortium members. The number of members per country is proportional to the consolidated resources invested by the respective country as defined in Article 7.

- 4) The Science Team members from a specific country are proposed by the respective Co-PI and are approved by the Executive Board.
- 5) The Science Team members are supposed to belong to one of the Consortium Members. However, the Co-PI may propose also members from other institutes, which will however and in any case be accounted for the country represented by the corresponding Co-PI.
- 6) The Science-Team members *must* have competences and strong interests in one of the fields defined in Article 2.
- 7) Members external to the Consortium can be proposed to join the Science Team if they carry specific expertise required by the Scientific GTO Program, which are not already covered by other members of the Science Team. In this case all members of the Executive Board must agree on this external membership. The external members are not included in the 'proportionality rule', independently by which Co-PI they have been proposed. Their number should however be limited to 4.
- 8) Up to two ESO scientists will be invited to be part of the Science Team.
- 9) The *final* Science Team will be appointed at latest at the start of the GTO program but its activity starts already during the earlier phases of the ESPRESSO Project, e.g. in order to define and execute work preparatory to the GTO.
- 10) A member of the Science Team can be excluded by the Executive Board from the Science Team, if any of the conditions described above is no longer fulfilled, or if the person quits the Project or his original affiliation, or for any reason which could jeopardize the success of the Project. In that case, the person loses any right on GTO data access and publications.

§7: The rules governing the Science Team are:

- 1) The Project Scientist will set up decision and organization rules with the purpose to pursue the Scientific Programme in the most efficient way.
- 2) The rules governing the Science Team must be approved by the Executive Board.

#### **ARTICLE 9: Ownership of products**

§1: Any material product delivered by a Party under the present MoU shall remain the property of that Party until the Acceptance of the ESPRESSO Instrument by ESO, except in the case of withdrawal of that Party from the Collaboration (see Article 19.2). In that case any material product delivered by the withdrawing Party until the effective withdrawal shall become the joint property of the remaining Parties upon withdrawal of that Party.

§2: Any product (material or immaterial) generated within the ESPRESSO project is and remains common property of the Parties.

§3: Notwithstanding the provisions of Article 9.2, the 'integrated product, i.e. the ESPRESSO instrument and all its subsystems will become ESO's property upon Provisional Acceptance of the instrument by ESO (see the ESPRESSO Agreement).



**ARTICLE 10: Liability - Insurance**

§1: Where a Party, under the present MoU, causes loss or damage to any other ESPRESSO Party, its staffs or experts or material, the cost thereof shall be borne as follows:

- Where and to the extent that such loss or damage is undoubtedly attributable to any Party, its personnel or agents, that Party alone shall bear the cost thereof;
- In any other case the cost thereof shall be borne by all the Parties in proportion to the Parties' total capital contributions as defined in the above Article 3 under 'capital investment'.
- In any case the liability of each Party shall be limited to its total minimum contributions defined in the Article 3, computed as indicated above.

§2: These sharing principles also apply to any loss of GTO due to the application of the provisions of the ESPRESSO Agreement's penalty clause.

§3: Between the start of integration and the delivery of the ESPRESSO Instrument to ESO's premises in Paranal the instrument will be covered by an All-Risk Insurance. In case of damage the applicable deductible value shall be covered in accordance with Article 10 §1.

§4: Between delivery of the ESPRESSO Instrument to ESO's premises in Paranal and the Provisional Acceptance the Instrument will be covered by the applicable ESO Paranal All-Risk Insurance. In case of damage the applicable deductible value shall be as per the applicable ESO Paranal All-Risk Insurance provisions (for information this deductible amounts to 500'000 EUR on the date of signature of this MOU by the ESO representatives); the distribution of the recovered amount (declared value minus deductible) between ESO and the Consortium members shall be in proportion of the respective contributions, in hardware value, of the Parties.

**ARTICLE 11: Scientific data rights**

§1: All data obtained in the frame of the preparatory programme or GTO programme are the common property of the Parties, who can freely access them. Any Party may maintain a duplicate of the data archives at its premises.

§2: Data will be compiled in a data base, which is the common property of the Parties, who can freely access it.

§3: None of the Parties shall distribute the data to third parties without previous agreement by the Executive Board. However, this does not apply to ESO where the ESPRESSO Agreement dictates otherwise.

§4: Any data obtained on open-time observations are of the exclusive right of the Principal Investigator of this specific programme and do not fall under the Parties data right or publication policy.

**ARTICLE 12: Intellectual property rights**

§1: Any intellectual property right generated in the frame of the ESPRESSO Project is owned by the Party who generated it.

§2: The Party owning intellectual property right(s) generated in the frame of or necessary to the execution of the ESPRESSO Project shall grant an unrestricted and free license and unrestricted right to use it(them) by any Party of the Collaboration which needs it(them) for the sole purposes of the execution of the ESPRESSO Project.

§3: Additional ESO rights of use, copy, disclosure and sublicense are regulated by the ESPRESSO Agreement.

### **ARTICLE 13: Policy for scientific publications**

§1: The words *ESPRESSO Project Members* shall designate hereafter all persons carrying the responsibility of a work package or a significant task in the frame of the ESPRESSO Project.

§2: The following categories of publications are distinguished:

1. *Publications related to the outcomes of the GTO program awarded to the Consortium:*

- The global number of co-authors of a country in papers issued by the Consortium must be proportional to resources invested by the respective country in the project. It is possible that some countries focus their authorship on papers published in specific areas rather than in others. Therefore, only the global proportionality must be guaranteed.
- Publications resulting from the GTO Program are in general co-signed by the science team members. The PI and the Co-PIs may however invite any other persons from their partner institutes or other institutes to contribute and co-sign under their share, provided that the global proportionality mentioned previously is ensured.
- Responsibility for first-authorship shall cycle between the countries in such a way that both the balance in the Consortium and the scientific efforts are reflected. The respective Co-PI appoints a first author. The same Co-PI will be second author in this case. The other authors appear normally in alphabetic order. But if there is agreement within the Executive Board, a different solution can be adopted, in particular in order to acknowledge for exceptional involvement in the specific papers by one or more co-authors.
- The author list of at least the two first scientific papers resulting from the GTO shall include all members of the science team and all members of the ESPRESSO Project. In these publications, the first authors shall explicitly include a member of each of the Consortium Partners (order to be agreed or randomly selected). Other authors shall be listed in alphabetic order.
- The author list can be completed at any moment with persons external to the Science Team, who have contributed actively to the writing and the contents of the specific papers or to the acquisition of the relevant data.
- Each paper shall include in the reference list a restricted agreed number of references to technical papers as described in Article 14.

2. *Publications related to the GTO preparatory program:* The preparatory science program is defined as observations or analysis carried out within the Science Team and which is critical (i. e. useful or even necessary) for the successful execution of the GTO program. Data and results issued from this preparatory science program follow in general the same rules as those laid down in Article 13.2.1. First-authorship shall however be agreed amongst the Science-Team Members according to the leadership on the specific work.

§3: Before the start of the scientific program with ESPRESSO, a detailed publication plan shall be prepared by the Science Team and approved by the Executive Board. This plan shall follow the general rules described above.

§4: Being impossible to foresee, within the present MoU, all possible cases, the involved parties convene that the actual publication policy shall finally be governed by 'common sense'. In case of conflicts, the PI is called to decide by taking into account the basic rules defined above.

§5: The author list is subject to approval by the Executive Board who shall decide within 10 working days after receipt of the request.

#### **ARTICLE 14: Policy for technical publications**

§1: Technical publications are in general encouraged, as well as communication to congress and meetings.

§2: All publications of technological results *specifically and uniquely* related to the Espresso Project are subject to the present publication rules, and must comply with the relevant provisions of the ESPRESSO Agreement.

§3: Publications together with the author list must be submitted to the Executive Board for approval (which shall be decided within 10 working days after receipt of the request).

When approving a publication the Executive Board shall be guided by the following considerations:

§4: First author is the person conducting the main work leading to the publication. Co-authors are the persons who have contributed in a significant way to the work leading to the publication.

§5: In order to emphasize the actual contributions the number of co-authors shall be minimized. On the other hand, the relevant project's key persons should be included as follows:

For publications related to the 'hardware': The Project Manager, the System Engineers and the Co-PI representing the institute of which the first author is from.

For publications related to the 'software': The Project Manager, the Software System Engineer and the Co-PI representing the institute of which the first author is from.

§6: Major review and general project papers have to include all the Members of the ESPRESSO Project.

§7: The main technical results from the ESPRESSO design activity shall be published in a restricted number of papers on major journals. The number and content of these papers will be decided by the Executive Board. These papers shall be cited in all scientific GTO-related papers as described in Article 13.

§8: The technical publications policy does not apply for general technical achievements, even if these achievements are applied in the specific case to the ESPRESSO Project.

#### **ARTICLE 15: Conferences and presentations**

§1: The publication in conference proceedings shall follow the publication rules described in the Articles 13 and 14.

§2: The presenter shall represent, at any time, the interests of the Collaboration as long as work, resources and results related to the ESPRESSO Project are involved in his/her presentation.

§3: In presentation held during conferences, workshops, symposia, etc., the contribution of each ESPRESSO Project Member must be duly acknowledged.

§4: The Executive Board shall be kept informed and must authorize major ESPRESSO-related presentations held by the Consortium members. The decision of granting authorization must be taken within 10 working days. The presentations shall be entered by the author in a web-based list, giving the date, duration, attendance and if possible a copy of the presentation. Elements of these can be used only with prior approval of the owner.

#### **ARTICLE 16: Public Outreach**

§1: In all relevant public relation activities, the contribution of each ESPRESSO Project Member must be duly acknowledged.

§2: The Executive Board shall be kept informed and must authorize all ESPRESSO-related public-relation activities organized by the Parties.

#### **ARTICLE 17: Amendments**

§1: This MoU may be amended at any time with the unanimous consent of the Parties. Any such amendment must be in writing and signed by all the Parties.

§2: Changes in the ESPRESSO Agreement, the Management Plan or the Project Plan do not automatically imply an amendment of the present Memorandum of Understanding, if and only if the Executive Board unanimously agrees that the contractual frame and the interest of each Party are not affected by the mentioned changes.

#### **ARTICLE 18: Disputes**

§1: Common sense and a sane collaboration spirit shall rule the interpretation and implementation of the present MoU. In case of dispute arising from the MoU, the Parties agree to enter into negotiations with the aim of reaching an amicable settlement.

**ARTICLE 19: Entry into force, duration, withdrawal**

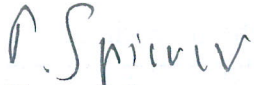
§1: This MoU, consisting of 19 Articles, signed in eight original copies in the English language will enter into force on the date when the last Party signs and will terminate 3 years after completion of the Scientific GTO program. It may be extended by amendment.

§2: All Parties reserve the right to withdraw for reasons/causes beyond their control, but undertake to provide 12 months' notice of intention to withdraw whenever possible. In case of a withdrawal, completed or partially completed deliverables, study documents and software packages will become property of the remaining Parties of the Collaboration. Furthermore, the withdrawing Consortium Member forfeits any right for any compensation, financial or in terms of GTO nights.

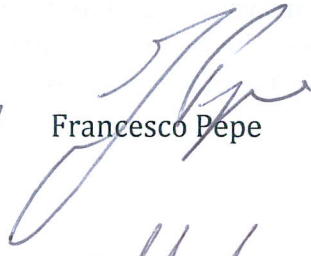
§3: Should any Party to this MOU fail to obtain the necessary funding for the project, it shall immediately notify the others in writing and all Parties will seek alternative funds or look for another partner and arrange for the orderly reduction or suspension of the project activities by the corresponding Party. In case of a withdrawal, Article 19.2 applies.





**MoU Signature****Read and agreed by the vice-rector of the University of Geneva:**


Place Geneva Date 02/05/2011  Pierre Spierer Vice-Rector UniGe

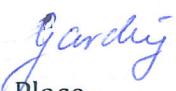

**Read and agreed by the Executive Board Members:**

Place Versoix Date 5/5/2011  Francesco Pepe PI, Switzerland)

Place Trieste Date 4/4/2011  Stefano Cristiani Co-PI, Italy

Place La Laguna Date 28/03/2011  Rafael Rebolo López Co-PI, Spain

Place Porto Date 28/04/2011  Nuno Cardoso Santos Co-PI, Portugal

 Garding Date 11/03/2011  Hans Dekker ESO-Representative



**Read and agreed by the Institute Representatives:**

Place Pato	Date 2011/04/28	M. J. P. F. G. Monteiro CAUP 
Place Lisboa	Date 2011/05/03	J. M. Pinto Paixão FCUL 
Place Rome	Date 19/04/11	T. Maccacaro INAF 
Place Garching	Date 23/03/11	M. Casali ESO Instrumentation Div. 
Place TENERIFE	Date 30/3/11	F. Sánchez Martínez IAC 
Place Bene	Date 10.5.2011	W. Benz UniBe, Phinst 
Place Versoix	Date 5.5.2011	S. Udry UniGe, Dep. d'Astronomie 

