IAEA

European Commission
Joint Research Centre

ITDB - Web INF

1st Quarterly Progress Report

Reporting Period:

16 October 2013 – 16 January 2014

Prepared For JRC Contract No. 226425-2013 10 KAR DE: Incident and Trafficking Database (ITDB) Online Incident Notification Forms (Web-INF) System

January 16, 2014

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1.1   Achievements

The first month since the start of the ITDB Web INF project, focus was given on setting up processes in place to be able to exchange relevant project related information with all stakeholders and to prepare the working environment for the software developer to be able to write the ITDB WebINF software within the IAEA computer network. For the organizational side of the project a kickoff meeting was held in which relevant parties from EC-JRC, URS and IAEA-NSNS participated to discuss the format and frequency of communication relevant for the progress of the project. In addition, some of the more active ITDB Points for Contact were asked if they are willing to participate as test users for the prototype version of the ITDB WebINF and to guide the development, test the functionality and verify the usefulness of the system before it is released officially to all ITDB Points of Contact. In order to facilitate communication within the group of test users, a special discussion area (page) was created in the NUSEC portal and the required permissions for the test users were given so that they can share their feedback. From the technical side, a computer system in the IAEA for development was prepared including obtaining network access credentials, obtaining necessary computer permissions to install all required software, obtain permissions to access and modify the required databases and web servers for the development of the system. Last but not least, access was obtained to the version control system so that all development work for the ITDB WebINF can be safely stored without the risk of losing work and for potential sharing with other developers in the future. Some development work had already started in this period, mainly including some small problems with the WebINF prototype system presented in the ITDB POC meeting in 2012. The goal was to make the prototype system operational so that the group of test users can start using it and propose changes to it. The first month concluded with the preparation of the Project Initiation Document.

During the next 6 weeks (Nov 18 – Dec 27, 2013) some of the requests for improvement of the system, both from staff from the IAEA and the test users, were implemented into the software and were released for further testing by the test users. Some of the changes that were implemented during this period include:

- Improved layout for Tab 1 of the WebINF form, with better structure and some additional questions
- Interface for obtaining geo coordinates for an incident
- Improved interface controls to provide information related to materials involved in the incident (structured dropdowns and better layout of the input tables)
- Additional questions for Tab 3 of the WebINF form
- Conditional logic implemented for the questions in Tab3 whereas questions can be displayed or not based on the incident type selected
- Changes to the WebINF search interface to restrict information based on type of user using the system (national user or ITDB staff)

- Overall changes to the WebINF system so that it integrates better within the NUSEC portal where the system is hosted

The changes done in this period were described to the test users and they are supposed to test the improved system until the ITDB WebINF consultancy meeting scheduled for January 22-23, 2014. The changes were also presented to all the staff at IAEA-NSNS that deal with the ITDB in some fashion. In addition, the prototype system was also presented to ████████████████ during a meeting at the IAEA headquarters in Vienna.

In the period 27 December, 2013 – January 16, 2014, there were preparations for a consultancy meeting that will take place at the start of the next reporting period. This include preparing materials for the participants to be able to prepare for the meeting so that we can more effectively use the time of the meeting and prepare some documents/presentations with proposals for improving the structure of the questions and thus the usefulness of the information obtained through the WebINF system for IAEA staff and later for other ITDB Points of Contact.

1.2 Status of deliverables and milestones for the 1st quarter

Item	Period	Status
Project Initiation Document	October 16, 2013 - November 16, 2013	Completed and sent to ████████████ (JRC)
Operational ITDB WebINF System	November 17, 2013 - April 21, 2014	The deadline for this item falls in the 2nd quarter, but work on it started in the 1st quarter. A pilot version is already available for testing. Based on feedback from a test user group, this pilot version of the system will be improved and then released to all ITDB Points of Contact.

1.3 Issues

Currently there aren't any issues that can hinder the successful completion of the planned activities for the project.

1.4 Next Period Plan

The focus during the next quarter (January 17 – April 17, 2014) will be to prepare the ITDB – WebINF system for release to all the ITDB Points of Contacts (POCs) from participating member states. At the beginning of the period, a consultancy meeting will take place in Vienna on January 22-23 with the several POCs participating in the test group for the development of the WebINF. During this 2 day meeting, they will be able to express their opinion on the current functionality of the system and discuss features that need to be added, removed and or updated.

After the consultancy meeting, all the results will be collected, organized and prioritized. The most important changes will then be implemented into the system by the end of March 7, 2014. The same users from the consultancy meeting will then have 2 weeks to test the new changes and would need to report any potential problems. Based on their feedback, the last set of (minor) modifications to the system will be implemented. With the end of the 2nd quarter and the beginning of the third, the system will become available (April 21, 2014) to all ITDB Points of Contact.

In this period more emphasis will be given on testing the ITDB WebINF system using various devices so additional equipment will be needed in order to be able to do that. This includes laptop computers that can be used within the IAEA network and tablet computers. A proposal document for purchasing some of these devices will be prepared and submitted for approval at the beginning of the 2nd project quarter.

According to the project plan, during the third project quarter some data export interfaces for ITDB WebINF need to be developed. The data would need to be transferred into the ITDB database which is hosted on a different database server with different security settings and into the Palantir system. In order to be able to complete the data export interfaces and set appropriate access policies, two training courses for the developer of the ITDB WebINF system will be required. Although these training courses would take place during the third project quarter, attendance to the training courses needs to be planned and booked during the second project quarter. A proposal document for the training courses will be prepared and submitted for approval.

2.0 Financial and Business Status

The financial status for the project through 16 January 2014 is summarized in the following table:

Financial/Business Status			
Budget			
Authorized	**Q1: Cost**	**Total Cost to Date**	**Balance Remaining**
€ 100,232.00	€ 16,458.75	€ 16,458.75	€ 83,773.25
Labor Hours			
Authorized	**Q1: Hours**	**Total Hours**	**Balance Remaining**
2080	496	496	1584
Hardware & Travel			
Authorized	**Q1: Cost**	**Total Cost to Date**	**Balance Remaining**
€ 34,397.00	€ -	€ -	€ 34,397.00