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**MINUTES OF 01/2004 “ADVANCING SCIENCE THROUGH THE GRID” MEETING  
HELD ON 10 MAY 2004 AT DCR (I<sup>2</sup>R)**

Present:

Prof Lawrence Wong, ED(I<sup>2</sup>R) (Chair)  
Simon Lim, DD(Infocomms & Media Cluster), EDB  
Dr Terence Hung, Manager, IHPC  
Jim Wu, Manager (Technology Intelligence), ETPL  
Dr Vincent Soh, H(Council Operations & Planning), SERC  
Dr Wong Woon Kwong, H(Information & Communication Sciences Section), SERC  
Dr Ong Eng Hong, AH(Information & Communication Sciences Section), SERC  
Dr Lee Hing Yan, DD(NGO)  
Jon Lau Khee Erng, AH(Technical), NGO  
Choo Thong Tiong, AH(Promotion), NGO

Absent with Apologies:

A/Prof. Francis Lee, VD(Research), SCE, NTU  
A/Prof. Teo Yong Meng, SOC, NUS  
Raymond Lee, DD(Technology Direction), IDA  
Yeo Heng Ngi, Research Engineer, DSI  
Dr Pang Hwee Hwa, D(Services & Applications Division), I<sup>2</sup>R

<b>SN</b>	<b>Discussion Items</b>	<b>Action</b>
1	The meeting commenced at 1145 hours.	
2	Prof Wong welcomed all members of the resource team.	
3	Prof Wong presented the purpose and background of the meeting. He then briefed members on the thought process for the Tech Scan Analysis and Roadmapping.	
4	Prof Wong also presented the list of technical advisers to be invited to provide inputs to the process. Dr Terence Hung felt that we ought to have some representation from Europe or NSF. Prof Wong requested all members to look through the list and provide comments or nomination.	All
5	Prof Wong distributed a list of programs that has been collated prior to the meeting. The list represented a preliminary list of ongoing grid initiatives internationally.	
	In response to Simon Lim's question on comprehensiveness of the list, Prof Wong replied that the major programs have been included but small scale projects may not be captured. Dr Lee Hing Yan noted that there was little coverage of European grid projects in the list.	All
	Prof. Wong requested that all members go through the list and provide feedback on any items that they felt should be included within the next 2 days.	

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- 6 Prof Wong outlined the tasks to be carried out:
- a) Distil the list from the 60 over items down to 5 to 10 items that are relevant to Singapore.
  - b) Compile a list of questions or a checklist. Apply the list of questions into each of the short-listed items.
  - c) Identify the sub-areas to work on.
  - d) Perform SWOT analysis on the sub areas.
  - e) Document findings in report and refine it.

- 7 As not all members have the technical expertise to distil the current list of programs, Prof Wong suggested that a subgroup comprising members who have the expertise to shortlist the programs be formed. The subgroup will provide the first cut of the short-listed programs.

The members of the subgroup were:

- A/Prof Francis Lee, NTU (Leader)
- Dr Terence Hung, IHPC
- A/Prof Teo Yong Meng, NUS
- Dr Pang Hwee Hua, I<sup>2</sup>R
- Yeo Heng Ngi, DSI
- Dr Lee Hing Yan, NGO

Prof Wong would speak to Dr Pang Hwee Hua and Yeo Heng Ngi to confirm their inclusion in the group.

Dr Terence Hung would also provide a first cut classification of the list to aid in the processing of the list.

Subgro  
up

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8 The timeline and the deliverables are as follows:

Deliverables	Timeline	By
Start	10 May 04	
First Filter of Program List: ▪ Shortlist ▪ Question list	24 May 04	Subgroup
Detailed outcome of short-listed programs: ▪ Global mapping ▪ Key sub-areas ▪ Relevance to Singapore ▪ Who is doing what ▪ Picture of the Future	7 Jun 04	All
Preliminary Sub-Areas	21 Jun 04	All (incl. tech advisors)
Sub-Areas identified & Completion of SWOT Analysis	30 Jun 04	All (incl. tech advisors)
First Draft of Report	15 Jul 04	All
Final Report	Early Aug 04	All

ALL

Prof Wong stressed the need to achieve the end-June deadline so that there will be sufficient time to document in the findings in the report and refine it.

9 Dr Terence Hung encouraged members to read the report by the Blue Ribbon Advisory Panel on Cyberinfrastructure. NGO will send out the report.

NGO

10 Dr Vincent Soh highlighted that the report from this panel need to be harmonised with reports from the other panels as well as with the report at the MTI level. There may be a need to amend the final report for these reasons.

11 Prof Wong indicated that NGO will provide secretariat support. To avoid confusion, dissemination of information will be done via NGO. He requested for a website to be created to facilitate sharing and distribution of information. He also requested a distribution list to be created.

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12 The next meeting is tentatively set on 24 May 2004 in I<sup>2</sup>R.

13 The meeting adjourned at 1315 hours.

Recorded by: Choo Thong Tiong  
Assistant Head (Promotion), NGO

Vetted by : Dr Lee Hing Yan

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Deputy Director, NGO

Cleared by: Prof Lawrence Wong  
Executive Director (I<sup>2</sup>R)

Date: 12 May 2004