

FOT-Net, WP3.2, working groups

Events and incidents definition (SAFER)

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Participants: A core group will be invited directly, other members will be invited through mailing lists.

Activities, planning, results, meetings:

Task	Who	Deadline	How	Result (milestone) ¹
1. Collect previous work on events and incidents definition	WG leader	Beginning of March 2012		Report compiling existing incident and event definitions
2. Select and invite core group and make list of other members	WG leader	End of March 2012		List of members in core group
3. Brainstorming by inviting to an open meeting for input on the topic	Core group	Spring 2012	Physical or telco/ webinar	
4. Identification of specific items that need to be worked on, and have different categories of people give input on them	Core group and other members	Summer 2012	Telcos and meetings in conjunction with conferences	List of targeted items
5. Write a draft report on how to improve event and incident definitions in NDS/FOT studies	WG leader and core group	September 2012		Draft proposal
6. Arrange for discussion of, and feedback on, the draft proposal	Core group and other members	October / November 2012	Webinar & FOTNET international workshop 2012	
7. Update draft proposal based on feedback from webinar and workshop	WG leader	February 2013		Updated proposal
8. Arrange for discussion of, and feedback on, updated proposal	WG leader and core group	April 2013	Webinar, meetings in conjunction with other conferences	
9. Finalize the proposal for a FESTA handbook update, including identification of issues needing research to be properly addressed	WG leader	Q3 2013		Report on the new suggested event and incident definitions including recommendations for focused research on remaining issues

¹ Additional milestones are status reports and stakeholder meetings and international workshops in M15, M21, M23, M34 and M35.