HANAMI

HPC ALLIANCE FOR APPLICATIONS AND SUPERCOMPUTING INNOVATION: THE EUROPE – JAPAN COLLABORATION

Funded by the European Union

EuroHPC Joint Undertaking

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DELIVERABLE 1.3

Report on the HANAMI setup

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Task	T1.1 | Establishing and supporting HANAMI governance
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Glossary of Terms

Item	Description
AC	The Advisory Committee
CoEs	European Centres of Excellence
DMP	Data Management Plan
EC	The Executive Committee
EU	Europe
EuroHPC JU	European High Performance Computing Joint Undertaking
GA	Grant Agreement
HPC	High Performance Computing
KPIs	Key Performance Indicator
PCO	The Project Coordinator
PI	Principal Investigator
PM	The Project Manager
R&I	Research and Innovation
SB	The Steering Board
SRG	Supercomputing Resource Group
WP	Work package
WPC	The Work Package Committee

Executive Summary

Europe and Japan have signed a Digital Partnership in 2022, covering a wide range of areas including High Performance Computing. EuroHPC JU implements this Digital Partnership through the HANAMI project, focusing on international collaboration between Europe and Japan around HPC. HANAMI fosters co-development of scientific applications around materials science, biomedical and climate modeling. HANAMI is a research and innovation project, with a strong focus on international collaboration. This particularity highly impacts HANAMI organization and governance.

This deliverable presents HANAMI procedures and good practices developed and implemented during the first phase of HANAMI. This document is a reference for the further phases of HANAMI regarding international collaboration.

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1. Introduction

This deliverable describes the HANAMI structure and set-up during the first six months of the project. This step falls under the Task 1.1 and 1.3 of the Work Package 1, which is dedicated to establish and maintain the HANAMI governance. The first chapter presents HANAMI governance structure before describing the deliverable process. This document also details the Key Performance Indicators, used to monitor and evaluate the project's progress. We provide as annexe, in this document, the Data Management Plan (DMP). This document completes the Grant Agreement in which basis for the HANAMI management were set but not detailed precisely.

2. HANAMI governance

This section reports on the different HANAMI structures and the general governance of HANAMI. This works falls under Task 1.1, in charge of establishing and supporting HANAMI governance for the three years duration of the project. In this section, we detail the different operative and governing bodies, as well as their connection with the HANAMI work packages.

2.1 Organizational structure

The HANAMI project is regulated by the terms and conditions of the following documents:

- **The Grant Agreement (GA)** and its annexes fix the rights and obligations of the participants towards the European Commission.
- **The Consortium Agreement (DCSA) and its annexes** fix the rights and obligations of the beneficiaries towards one another.

2.2 Governing structure

The decision-making structure ensures effective and efficient implementation of HANAMI project. HANAMI governing structure, represented in Figure 1, is composed by:

- The Consortium
- The Steering Board (SB)
- The Executive Committee (EC)
- The Project Coordinator (PCO)
- The Project Manager (PM)
- The Work Package Committee (WPC)
- .The Advisory Committee (AC)
- The Supercomputing Resource Group (SRG)

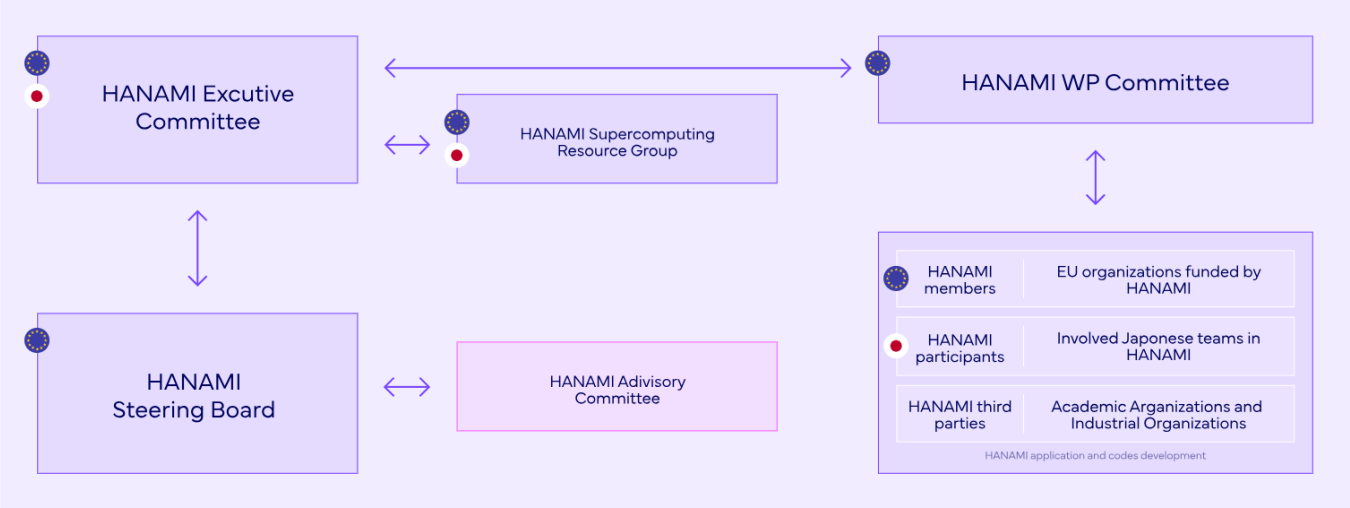

Figure 1: Governance structure

2.2.1 The consortium

HANAMI consortium gathers 14 Partners from 9 European Union Member States. All formal partners will stand on the same foothold in the decision-making processes.

2.2.2 The Steering Board (SB)

The HANAMI Steering Board is responsible for the overall management and running of the project. The SB represents the partners and includes one representative from each beneficiary. The SB is chaired by the Project Coordinator (PCO).

The SB meets twice a year, to make political and strategic decisions for the project including IP and innovation management and general review.

The SB is in charge of making all decisions affecting more than one member of the consortium, and therefore is the only management body with the authority to modify the project work plan. Hereafter is a non-exhaustive list of SB responsibilities:

- Assessment of objectives achievement and project progress;
- Assist and solve conflict situation among the consortium partners if any;
- Approval of all significant changes regarding the original project engagement as stated in the GA;

2.2.3 The Executive Committee (EC)

The EC is formed by the leaders of each WP and chaired by the PCO and the TCM. The EC will meet at least quarterly, but extraordinary meetings will be held upon request of any partner. Due to the international collaboration, inherent to HANAMI structure, the EC gathers also one Japan representative per scientific work package, namely:

- WP4 – climate and weather modelling
- WP5 - biomedical
- WP6 materials science

The EC takes care of operational coordination purposes such as:

- Monitoring proper implementation and day-to-day business of the project
- Technical follow-up, identification and follow-up of risks;
- Monitoring the scientific and technical work in the project and ensuring proper coordination between all WPs
- Advise strategic recommendations towards the SB regarding HANAMI objectives achievement.

The EC produces minutes meeting in order to monitor the progress and follow-up HANAMI actions. The EC advices the SB, which is in charge of decision-making.

2.2.4 The Project Coordinator (PCO)

The PCO promotes collaboration between the strategic and operational levels of HANAMI. To do so, the PCO ensures:

- Good communication and transparency between the consortium members;
- Reviews the project's progress, scheduling, contents for relevant publications, deliverables and reports, etc.... ;
- Understanding and communication regarding European Commission rules towards all HANAMI partners, provisions of the GA, administrative and contractual and day-to-day management, closely with the EuroHPC Project Manager.
- The distribution of the European Commission funding among partners, liaises with the European Commission, and coordinates amendment requests and partner accession and withdrawal if the need arises.

2.2.5 The Project Manager (PM)

The PM is responsible for the project operational management, supports and assists the PCO on the following tasks:

- Day-to-day coordination and facilitation of the collaborative work within HANAMI;
- Preparation of the agendas, modalities and minutes of the regular meetings involving HANAMI decision-making bodies (such as the SB and the EC);
- Regular overview of project progress through project platform, follow-up and consolidation of partners' contributions within HANAMI;
- Supports management procedures, templates, reminders of upcoming deadlines, and answering questions related to HANAMI;
- Assists WP leaders for monitoring tasks, prepare and consolidate HANAMI reviews and reports;

2.2.6 The Supercomputing Resource Group (SRG)

The SRG is a working group dedicated to promote cross-access of HPC resources between Europe and Japan. The SRG studies and proposes recommendations for the cross-access to supercomputing resources between Europe and Japan. The SRG is composed of

- The PCO and the PM
- The Japanese consortium (i.e the ten Japanese organization non granted but involved in HANAMI's work) with the respective supercomputing centres collaborating with HANAMI
- A representative per European computing centre involved in HANAMI (hosting entities and/or hosting sites regarding the respective situations of each European computing centre)
- A representative from EuroHPC

The SRG is chaired by the PCO. The SRG meets during the first phase of HANAMI. SRG intends to emphasize the requirements of HANAMI's researchers regarding the cross-access supercomputing resources and then provides its conclusion and advices towards decision making bodies such as EuroHPC and DG-CONNECT.

2.2.7 The Work Package Committee (WPC)

The WPC is an agile coordination and executive boards within each Work Package (WP). WPC is formed by the Leaders and co-leaders of each WP and their related tasks, as defined in the HANAMI GA (cf Figure 1)

2.2.8 The Advisory Committee (AC)

The AC is composed of external scientists and experts from the various fields of expertise in HPC and of representatives of academic organizations and industries for which the HANAMI project is relevant.
The AC members advise HANAMI members on:

- The project's scientific aspects in the context of the extension and sustainability of HANAMI
- Science and technology policies that impact HANAMI collaboration in the long-run and scientific fields that could be relevant for HANAMI in the future
- Stakeholders to consider for HANAMI;
- Production and dissemination of results and expertise.

The AC is composed of 5 high-level researchers representing the scientific pillars, industry and HPC community expectations as well as policy and digital recommendations towards HANAMI sustainability.
The AC is invited to all HANAMI events, such as regular meetings, as well as High Level Symposium events and any plenary sessions when they are relevant to. The AC members meets twice in the project lifetime for an in-depth HANAMI advisory meeting HANAMI progress.

3. Deliverables process

The PCO and PM have proposed the following decision process to the EC, the processes have been presented and approved during the Kick-off-meeting in April 2024.

- The EC members named during the first month of HANAMI one lead author and two reviewers whose expertise is relevant to the theme of each deliverable. These selected HANAMI members are tasked with reviewing deliverables in the relevant themes. The list of leaders and designated reviewers is always available on HANAMI project platform and updated if required. The deliverable templates are available on HANAMI project platform.
- The PM sends a reminder one month before the due date to the HANAMI members concerned.
- The document is sent for review between 1 month and two weeks before the due date.
- About 1 week before the due date, if needed, the EC members send their comments and suggestions (if any) to the author who will update the deliverable accordingly.
- The deliverable's final version is sent to the PM at least two days before the due date. The PM uploads it into the EuroHPC JU Portal before the due date.

4. Key Performance Indicators

HANAMI has designed Key Performance Indicators (KPIs) to monitor the project progress. HANAMI WPs have different objectives and scope of actions; therefore, HANAMI KPIs are defined to monitor the WPs progress and the project itself. The PCO and the PM consult regularly the KPIs to follow-up HANAMI progress and recommend project modifications towards the SB, based on KPIs monitoring.

WP1 (Management and leveraging) KPIs description	Yearly	Total	Baseline
Advisory committee meetings	NA	2	1
Steering board meetings	1	3	2
Executive committee meetings	4	12	6
Number of external calls for projects proposed within HANAMI	2	6	3
Number of external projects tackled by HANAMI members	1	3	2
Supercomputing resource group meetings	NA	3	2
Gender balance within all HANAMI governing structure	NA	50%	25%
Number of sent and adopted HANAMI charter	NA	14	10
List of the referee for gender and diversity within each HANAMI members	NA	14	10
Gender and diversity meetings	1	3	2

Table 1: WP1 KPIs. NA for Not Applicable is mentioned in the KPIs table below when adequate.

WP2 (Communication, Dissemination and Exploitation) KPIs description	Yearly	Total	Baseline
Visual identity 1 visual identity manual & implementation (via all relevant communication channels and initiatives)	NA	1	1
Communication materials 3 different communication materials with 400 recipients/downloads and 400 total views of the project video	NA	3	2
Merchandising products - 3 different merchandising products	NA	3	2
Website - average value of 2000 unique visits per year	2000	6000	3000

Social media channels: 400 followers	NA	400	200
Social media channels: 250 reactions (in total)	NA	250	125
Social media channels: 9 paid campaigns (50€/campaign)	NA	9	5
Blog posts	NA	18	10
Testimonials and Success Stories	NA	9	5
Media: 2 press releases	NA	2	2
Media: 4 editorial proposals/opinion articles	NA	4	3
News published on the media	6	20	10
News published on online platforms	13	40	20
Contacts database	NA	200	100
Newsletters - 4 newsletters per year with an average opening rate of 40%	NA	4	3
Publications (scientific publications)	NA	6	4

Table 2: WP2 KPIs. NA for Not Applicable is mentioned in the KPIs table below when adequate.

WP3 (Scientific and technology networking and community building) KPIs description	Yearly	Total	Baseline
Number of participants (persons) for each Symposium	60	180	120
Number of Keynote speakers for each Symposium	3	9	6
Number of allocated grants per year - persons	6	18	10
Number of allocated grants per year - institutions	4	12	6
Number of allocated grants per year - visits	6	18	10
Number of workshops on the use of CoE codes and HPC resources organized by HANAMI per year	1	3	2
Number of participants (persons) for each Symposium	60	180	120
Number of Keynote speakers for each Symposium	3	9	6
Number of allocated grants per year - persons	6	18	10
Number of allocated grants per year - institutions	4	12	6
Number of allocated grants per year - visits	6	18	10
Number of workshops on the use of CoE codes and HPC resources organized by HANAMI per year	1	3	2

Number of participants (persons) for each Symposium	60	180	120
Number of Keynote speakers for each Symposium	3	9	6
Number of allocated grants per year - persons	6	18	10
Number of allocated grants per year - institutions	4	12	6

Table 3: WP3 KPIs. NA for Not Applicable is mentioned in the KPIs table below when adequate.

WP4, 5 and 6: Scientific WPs KPIs description	Yearly	Total	Baseline
Number of new ports or tuning of HANAMI codes and libraries to different hardware architectures	NA	6	4
Number of profiling and benchmarking campaigns	NA	3	2
Number of new collaborative actions for the HPC ecosystem (Number of potential new users for the HANAMI codes)	NA	9	6
Size of the largest HPC partitions exploited by the HANAMI codes - (scalability of the codes)	NA	NA	NA
Number of advanced hardware solutions tested with HANAMI codes - (number of platforms in EU and Japan)	NA	2	1
Joint scientific publications - (joined EU/Japan HANAMI publications)	NA	6	4
Number of new ports or tuning of HANAMI codes and libraries to different hardware architectures	NA	6	4
Number of profiling and benchmarking campaigns	NA	3	2
Number of new collaborative actions for the HPC ecosystem (Number of potential new users for the HANAMI codes)	NA	9	6
Size of the largest HPC partitions exploited by the HANAMI codes - (scalability of the codes)	NA	NA	NA
Number of advanced hardware solutions tested with HANAMI codes - (number of platforms in EU and Japan)	NA	2	1
Joint scientific publications - (joined EU/Japan HANAMI publications)	NA	6	4

Table 4: WP4, 5 and 6 KPIs. NA for Not Applicable is mentioned in the KPIs table below when adequate.

WP7 (The roadmap for sustainable Europe-Japan collaboration) KPIs description	Yearly	Total	Baseline

number of participants (persons) in high-level sustainability events	20	60	30
number of alternative cooperation models analyzed	NA	5	3
number of alternative funding models analyzed	NA	5	3
number of sustainability events (virtual or physical) to define the roadmap	1	3	2

Table 5: WP7 KPIs. NA for Not Applicable is mentioned in the KPIs table below when adequate.

5. Conclusions

This document gathers the governance structure of HANAMI. It also describes the monitoring principles of the project, and how HANAMI will advise on and implement changes if required. The decision making structures of HANAMI are, at the time of writing this document, described in detail within HANAMI DCSA. Since this DCSA is still under discussion, the decision making structures of HANAMI will be added in the D1.4 which covers HANAMI set-up and progress at the mid-term of the project. The continuation of this work will also be in D1.5 which will respectively cover the HANAMI set-up and progress at the end of the project.

6. Annexe 1 : Data Management Plan

DMP Executive Summary

HANAMI - HPC ALLIANCE FOR APPLICATIONS AND SUPERCOMPUTING INNOVATION: THE EUROPE – JAPAN is a EuroHPC JU call funded for the period of 2024 until early 2027. HANAMI addresses the priority domains identified in the EU-Japan Digital Partnership, namely climate and weather modelling, materials science and biomedical science. Within HANAMI, European and Japanese members work jointly to co-develop application within the strategic areas, promoted by the European Commission and Japan.

HANAMI promotes open science in compliance with the European regulation, and applies the FAIR practices regarding the software and data produced during HANAMI lifetime. The HANAMI project is paying attention to the administrative data also that will be produced during its lifetime.

This document details the Data Management Plan (DMP) of HANAMI project.

Introduction

Europe and Japan have signed a Digital Partnership in 2022, covering a wide range of areas including High Performance Computing. EuroHPC JU implements this Digital Partnership through the HANAMI project, focusing on international collaboration between Europe and Japan around High-Performance Computing (HPC).

HANAMI - HPC ALLIANCE FOR APPLICATIONS AND SUPERCOMPUTING INNOVATION: THE EUROPE – JAPAN addresses the priority domains identified in the Partnership, namely climate and weather modelling, materials science and biomedical science. The HANAMI consortium puts forward a proposal focusing on the development of joint HPC applications for future generations of supercomputing platforms/architectures (pre-exascale, exascale, and post-exascale) together with Japanese institutions of excellence.

The objective of this framework is to facilitate the exchange of skills and technological knowledge about HPC and the scientific domains identified as strategically important by both Europe and Japan.

This document details the Data Management Plan of HANAMI project. Within HANAMI, we distinguish two family of data:

- The project data: These data are related to the administrative documents, communication materials, and working documents that are required for HANAMI lifetime.
- The scientific data: These data are related to the scientific projects within HANAMI. All scientific projects within HANAMI are directly linked to existing Centres of Excellence (CoEs) funded by EuroHPC JU. The scientific data produced by HANAMI will therefore follow the DMP related to their respective CoEs, namely

In this document, we will focus on the project data, and redirect to the scientific DMP when it comes to the scientific data. Scientific data are produced by WP4 (climate modelling), WP5 (biomedical) and WP6 (material science) respectively.

7. Scientific data

HANAMI scientific projects are all embedded under the flag of "open science". In compliance with the European Open Access and Open Data policies, HANAMI shares the developed codes, papers and documents produced within its lifetime. The WP1 (Management) and WP2 (Communication and dissemination) can provide support when needed to HANAMI partners in this process.

HANAMI flagship codes released are all open source and therefore submit to the condition of code licenses including for example GNU-GPL. HANAMI outcomes and project information are freely available and reusable through dedicated frameworks and platforms (such as GitHub).

We list below the Centres of Excellence related to HANAMI scientific applications, and therefore corresponding DMP when it comes to software or scientific data production.

Centre of Excellence	Website	DMP	WP
MaX - Materials design at the Exascale	www.max-centre.eu	https://www.max-centre.eu/data	6
TREX - Targeting Real Chemical Accuracy	www.trex-coe.eu	https://trex-coe.eu/trex-quantum-chemistry-codes	6
PerMedCoE	www.permedcoe.eu	https://permedcoe.eu/core-applications/	5
BioExcel	www.bioexcel.eu	https://bioexcel.eu/software/code-repositories/	5
RAISE - Research on AI- and Simulation-Based Engineering at Exascale	www.coe-raise.eu	https://www.coe-raise.eu/open-data	5
ESiWACE	www.esiwace.eu	Deliverable D7.2	4

Table 6: DMP of CoEs, partners of HANAMI

8. Data description and collection or re-use of existing data

Data collection and production

Methodology

The overall methodology of HANAMI is sharing the data within the project members, to avoid duplicate and odd/disrupted documents.
All working documents are edited jointly within HANAMI members on online platform dedicated to manage projects.
On the project platform, we have a working area and a "project area".
The project area contains data usefull for the project communication (such as presentations, pictures of members etc...).
The working area is in constant modification, and host teams working documents. When a HANAMI team is done on a document, it releases the last version on the "project area" and delete the previous version of the document in this area.
By doing so, project members always access to communication material and in parallel they can still work on related documents to follow up HANAMI evolution.

Reuse

According to HANAMI methodology, HANAMI documents are "improved" globally. Documents are created only when required.

Data provenance documentation

On the project platform, HANAMI management team provide Wiki page named as "README" to present the documents, how to use them and for what purpose.

- **Osmose[1] open platform** is used for the project to host and produce documents related to HANAMI project. OSMOSE is a service implemented by the French Interministerial Directorate for Digital Affairs (hereinafter referred to as "DINUM"). All HANAMI working documents are produced and stored on Osmose platform. HANAMI official documents (e.g. Deliverables and grant agreements) are stored on EuroHPC platform (see below). Documents are duplicated locally at CEA
- **HANAMI Website** provides data related to the project, especially pictures, videos and descriptions of HANAMI events; www.hanami-project.com
- **EuroHPC JU** website provides information about HANAMI project, especially the deliverables and agreements.

Data description

HANAMI project produces the following data:

- Text documents (e.g. Word and Wiki pages) – the data within this category shall not exceed 1 Terabyte.
- Presentation documents (e.g. PowerPoint) - the data within this category shall not exceed 1 Terabyte.
- Table documents (e.g. Excel) - the data within this category shall not exceed 1 Terabyte.
- PDF documents - the data within this category shall not exceed 1 Terabyte.
- Images (e.g. JPEG) and videos (mp4) - the data within this category shall not exceed 10 Terabytes.

[1] https://osmose.numerique.gouv.fr/

9. Documentation and data quality

Data collection, production and re-use of existing data

New data are produced only when required

- Text documents (e.g. Word and Wiki pages) – A new document is necessary for the project, such as a new press release.
- Presentation documents (e.g. PowerPoint) – We re-use the HANAMi presentations and update them during the project lifetime. Some PowerPoints may be created on demand, if required by EuroHPC reviews for example.
- Table documents (e.g. Excel) – Table to retrieve the KPIs shall be created once, and then regularly actualized.
- Images (e.g. JPEG) and videos (mp4) – The data will be reused within websites, press release. Otherwise, new production will be done at each HANAMI event.

Osmose platform manages the history versioning, allowing HANAMI members to always retrieve the older versions of any documents such as text, PowerPoint and tables.

Data quality control

HANAMI project has fixed a number of necessary documents to produce and maintain over the lifetime of HANAMI, such as:

- Visual identity (pictures, text and presentations documents)
- Text presentation of HANAMI – text document
- Presentations of HANAMI, among which:
    - HANAMI in a nutshell – 4 slides presentation
    - HANAMI presentation, about 30 slides to present the project
    - HANAMI sustainability – about 30 slides to present our future roadmap objective

10. Storage and backup during the research process

Data and metadata storage and backup policy

The project data are stored on osmose plateform. The osmose platform has a backup system in place that saves all data stored on the project platform. Osmose proposes a history versioning, automatically managed (changing the version of the document within the metadata and stores as well the last editor).- in this context, the backup is permanent.

Important data (meaning data essential for the project, such as the agreement and working document) are also stored locally on a CEA sever. This is mandatory since the online platform used for the project might be under maintenance and therefore documents are not accessible during these maintenances. The backup on CEA server is done twice per year. The backup on CEA server follows the same nomenclature as provided on the project platform Osmose.

Data security

The HANAMI project does not manage sensitive data. The only data that are under specific regime are personal data, and this engage as an example CVs, Biography and pictures. These data are stored on Osmose platform, accessible by the project members only. The pictures and biography are shared with the consent of HANAMI members.

11. LEGAL AND ETHICAL REQUIREMENTS, CODE OF CONDUCT

Compliance with legislation on personal data and on security

The personal data related to HANAMI are stored on osmose plateform, accessible only by the project members. We ensure the GDRP compliance by gaining informed consent for preservation and sharing personal data.

Other legal issues

The HANAMI members are protected by a mutual agreement, namely DCSA that protect PIs and ownership rights. This agreement has been revised and accepted by all HANAMI members and provide rules and responsibilities for the data produced during the project as well as solutions in case of conflicts.

Ethical issues and codes of conduct

The HANAMI project is taking care of gender and diversity issue in the HPC field. In this context, HANAMI has establish a moral charter, code of conduct to apply within HANAMI. Other than that, no sensitive data are stored or produced than the personal one and the code of conduct within HANAMI.

12. Data sharing and long-term preservation

Sharing data

Most of HANAMI project data are public: about 98% of the deliverables are public, due to the European funding's. The working data are not intended to be publicly shared, and stay within the project platform, which is secure, accessible only by the HANAMI members.

The project data will be stored during the project lifetime, from 2024 until 2027. The temporary data will be deleted once per year, to avoid storage wasting.

Public data related to the project are publicly released on HANAMI website as well as on the EuroHPC platform. Such release is done twice per year, following the rhythm of project delivery towards EuroHPC JU.

Data preservation

The deliverables produced by the project are stored by the EuroHPC JU on a long term basis. The other data, such as presentations, documents will be available publicly on the HANAMI website. There will be no established repository for these data except the EuroHPC JU storage and the website, therefore only part of data will be maintained.
Data such as minute's meetings will be deleted at the end of the project, one year after its final date (February 2027).

Methods or software tools needed to access and use data

Accessing the project data requires an internet access and a navigator. Then the data are accessible either on the project website, on EuroHPC JU portal (if the researcher is a member of HANAMI) or the project platform.

13. Data management responsibilities and resources

Responsible for data management

The project data responsibility is affected to the PCO, namely CEA as an institution and france boillod-cerneux as a person within this institute. On EuroHPC JU side, the project office, namely Linda Gesenhues will be responsible of the data.

Resources dedicated to data management and ensuring that data will be FAIR

HANAMI is aware that it shall manage carefully the data and avoid storage waste. In this context, HANAMI favours reusability of data, by updating during the project lifetime the documents. Temporary data are deleted according to our storage policy.