



## ACCENT-TROPOSAT-2 (AT2)

### Reports and payments for events and travel supported by AT2

Here are some notes to help prepare the report required for AT2 funding.

#### The report itself

- a. You should submit a report on the meeting to the Deputy Coordinator *within one month* of the close of the event.
- b. Kindly make the report scientific with a sensible scientific title and a clear scientific explanation of what was attempted and achieved.

The following headings might help you.

Scientific Title for the work

Introduction

Activities

Scientific Outcome

Recommendations, if appropriate

Contribution to the current aims of AT2 and ACCENT (see Appendix below)

Summary of Expenses incurred (as an appendix)

- c. Please remember that we may well publish it on our web page.

#### Payments

- d. Payments can be obtained after the event from the University of Bremen.
- e. You should contact Frau Susanne Themm (Uni-Bremen) before the meeting to obtain the necessary forms and advice on the procedures and formalities. Forms are also available on the web page.
- f. Claims for travel and expenses should be submitted *promptly* and certainly within one month of the end of the event, to Frau Themm (address below). For meetings: it is the responsibility of the **organiser** to submit all the claims from all the claiming participants, properly checked and arithmetically correct, together.
- g. The individual claims for travel etc. should be made on the Uni-Bremen forms and be supported by original receipts.

Peter Borrell  
AT2 Deputy Coordinator  
July 2005

## Appendix: Contribution to the aims of ACCENT and AT2

Any report should include an explicit mention of the current aims of AT2 and ACCENT to which the activity has contributed.

The present objectives of AT2 (2005) are:

- The continuation of the co-ordination and optimisation of the efforts of European scientists in the retrieval of the data products for tropospheric research from the measurements by instrumentation aboard orbiting satellite platforms
- The further exploitation of remote sensing data from space-based instrumentation for tropospheric research within the European Research Area
- Encouragement of validation and intercomparison exercises to verify and improve the quality of satellite data.
- The update and improvement of a web-based database to facilitate access to global tropospheric data products of trace tropospheric constituents (gases, aerosol and clouds) obtained by remote sensing from space
- The development of a pilot curriculum for a high-level web-based training module on the retrieval of tropospheric data from space
- The provision of expertise for further developing European and international environmental policy and the role of remote sensing data from space.

The aims of ACCENT are:

The overall goals of ACCENT are to promote a common European strategy for research on *atmospheric composition sustainability*, to develop and maintain durable means of communication and collaboration within the European scientific community, to facilitate this research and to optimise the interactions with policy-makers and the general public.

### Queries

about AT2 funding to:

The Deputy Coordinator: [pborrell@luna.co.uk](mailto:pborrell@luna.co.uk)

The Coordinator: [burrows@iup.physik.uni-bremen.de](mailto:burrows@iup.physik.uni-bremen.de)

about ACCENT to:

The ACCENT project office: [project.office@accent-network.org](mailto:project.office@accent-network.org)

### Claims

Claims and enquiries about payments should be sent to Frau S. Themm Department of the Physics and Chemistry of the Atmosphere,

Institute of Environmental Physics at the University of Bremen with

University of Bremen - FB1

Postfach 330440

28334 Bremen

Germany

Susanne Themm <[themm@iup.physik.uni-bremen.de](mailto:themm@iup.physik.uni-bremen.de)>

Tel: 49 421 2188612 Fax: 49 421 218 4555