

Minutes of Meeting
Technology Foresight on Biometrics for the Future of Travel
Kick-off Meeting
20 January 2021 (9:30 - 15:00 CET), virtual

1. Participants list

	Organisation
1	European Border and Coast Guard Agency (Frontex) - Research and Innovation Unit (RIU)
2	Steinbeis 2i GmbH (S2i), Germany
3	4CF Sp. z o.o. (4CF), Poland
4	Erre Quadro s.r.l. (R2), Italy
5	Wojskowa Akademia Techniczna (WAT), Poland

2. Abbreviations

Abbreviation	Definition
DG-Home	European Commission - Directorate-General for Migration and Home Affairs
EBCG	European Border and Coast Guard
EBCGA	European Border and Coast Guard Agency (Frontex)
EDA	European Defence Agency
eu-LISA	European Union Agency for the Operational Management of Large-Scale IT Systems in the Area of Freedom, Security and Justice
FRA	European Union Agency for Fundamental Rights
DG-JRC	European Commission - Directorate-General - Joint Research Centre
TF	Technology Foresight
WP	Work Package

3. Goal of the meeting

Finalize and agree on the details of the WP tasks, on the implementation plan and the timelines, as specified in the ToR. Gain a common understanding of the Work Plan and understand needs and requirements of the Contracting Authority (Frontex).

4. Agenda

Time	Topic
9:30 - 9:35	Welcome
9:35 - 9:50	Brief introduction of participants Presentation of the agenda
9:50 - 10:00	General introduction Background and context of Tender
10:00 - 10:20	Presentation of WP1 Technology Foresight Methodology and Supporting Tool
10:20 - 11:00	Discussion on WP1
11:00 - 11:10	Coffee break
11:10- 11:30	Presentation of WP2 Technology Foresight on Biometrics for the Future of Travel
11:30 - 12:15	Discussion on WP2
12:15 - 13:45	Lunch break
13:45 - 14:05	Presentation of WP3 Quality Assurance, Communication, Knowledge and Data Management
14:05 - 14:30	Discussion on WP3
14:30 - 15:00	Next steps, other issues

5. Minutes

Time	Topic	Presenter
9:35 - 9:40	Welcome	Frontex
9:40 - 09:50	Brief introduction of participants Presentation of the agenda	All
9:50 - 10:35	General introduction on background and context of Tender Input by Frontex: Objective of implementation in practice. Look into the <u>future</u> to get recommendations for <ul style="list-style-type: none"> • Priority 1: Research Study. The study on TF Biometrics itself. • Priority 2: Communication, Knowledge Transfer and Dissemination. Knowledge transfer on TF and dissemination of results within the EBCG community. Frontex needs high level of communication, knowledge 	S2i Frontex

	<p>transfer and dissemination of the relevant findings achieved through the study, which are critical for the success of this research; knowledge transfer through clear and attractive deliverables is key for the success of this project. Frontex aims at receiving a full set of visualization and dissemination outputs from the project.</p> <ul style="list-style-type: none"> • Priority 3: Research Themes. Another important objective is to support Frontex in identifying future research themes for the EU Research and innovation Framework Programme (Horizon Europe). The Study should provide clear recommendations as it is also intended to be the basis for recommendations to DG-Home on possible biometric-related Horizon Europe research topics. • Priority 4: Taxonomy. Achieve the right compromise between granularity and usability, also keeping in mind the final aim that we are considering in the medium-term: a border security taxonomy. <p>Tangibles required: User-friendly, practical and tailored methodology. Frontex is a Law Enforcement Agency and, to make the results of research useful and usable, it is essential to find a good balance between knowledge and practicality. The methodology needs to include well-documented processes. About the Taxonomy, we aim at having a product tailored to Frontex capabilities, and the possibility to replicate this model in other domains to finally arrive at a comprehensive border security taxonomy in the future.</p> <p>Three key components are essential:</p> <ul style="list-style-type: none"> ▪ Technology Foresight - the element of future is crucial ▪ Biometrics ▪ Future of Travel <p>In particular:</p> <p>Technology Foresight represents the top priority</p> <ul style="list-style-type: none"> ▪ Gain knowledge for Frontex to conduct TF independently in the future ▪ Achieve a better understanding of TF within the EBCG community <p>Biometrics</p> <ul style="list-style-type: none"> ▪ Looking into <u>future</u> technologies ▪ Biometrics is a difficult and regulated area of work. While addressing the facilitation of seamless travel, privacy issues and protection of data need to be kept in mind <p>Future of Travel</p> <ul style="list-style-type: none"> ▪ Biometrics is essential to shape the future environment of travel, and requires careful management of different aspects (e.g. privacy, protection of data, use of technology, facilitation of seamless travel) ▪ Future environments of travel are of relevance (e.g. airports, various forms of border crossings, logistics, national authorities): How will they be shaped in the future? <p>This study should represent a reference in several respects</p> <ul style="list-style-type: none"> ▪ Advice/recommendation for possible future research projects ▪ Reference study and added value for EBCG, lessons learned ▪ Advice for Frontex stakeholders ▪ Regarded as baseline for future TF projects <p>Requests</p> <ul style="list-style-type: none"> ▪ Well documented process/defined steps (methodology) ▪ For TF methodology and tool: Simplicity, practicality and tailored to Frontex needs - ▪ Realistic goal-setting ▪ Keep highly regulated environment in mind ▪ Standards to be developed (in the future) <p>For increased transparency and to enhance dissemination impact, the project results are expected to be made available to the public. This also applies to e.g. minutes of relevant meetings.</p>	
<p>10:35 - 10:50</p>	<p>Presentation of WP1 Technology Foresight Methodology and Supporting Tool</p> <ul style="list-style-type: none"> ▪ Objectives, Deliverables ▪ Tasks, Milestones ▪ Resources and Timelines 	<p>4CF</p>

	<ul style="list-style-type: none"> ▪ Tender Evaluator's remarks ▪ First steps into implementation <p>Important aspects</p> <ul style="list-style-type: none"> ▪ Provision of integrated and comprehensive TF methodology and supporting tool that facilitates implementation ▪ Knowledge Transfer to Agency's staff necessary in order to perform further TFs in the future using presented TF methodology and supporting tool ▪ Well documented process of assessment and selection of adequate technologies ▪ TF knowledge shall serve as the basis for future foresight activities <p>Q&As: Tool availability as stated in the proposal will be provided for 3 months after project completion. How about tool availability and autonomy beyond exceeding this 3 month period?</p> <p>Parts of the tool will be usable without any changes after the project ends, while others (for example Delphi method) may require a change of the used configuration, e.g. use of another Delphi platform. 4CF will provide the knowledge that will allow Frontex to execute the study independently on those platforms.</p>	
10:50 - 11:20	<p>Discussion on WP1</p> <p>Frontex requests:</p> <ul style="list-style-type: none"> ▪ Tools that allow application by the users without in-depth TF knowledge ▪ Best practices and lessons learned shall be included ▪ Engage stakeholders in methodology (participatory aspect) ▪ Consistent (large and relevant) set of data is important <p>Remarks from Steinbeis: The foresight methodology will be designed with repeatability in mind, in order to be able to continuously update the insights based on newly obtained data - thus, we aim to lay the foundation for a solution with the potential to become an Early Warning System for emerging technologies rather than a one-off study. At the same time, we understand the need to provide a relatively simplistic product, with the level of detail tailored to end-user.</p> <p>Q&As: How much time is foreseen for the test phase of the tool? Tool will be available for testing and customization for a 2 months period.</p> <p>What will be provided with regard to maintenance and updates of the tool after project completion? Training and hand-over will take place within the project. In general a continued support with regard to tool use by 4CF exceeding the project end in case of open questions is foreseen. The ultimate goal is to enable Frontex to independently use the tool after project completion.</p>	All
11:20 - 11:30	Coffee break	
11:30- 12:05	<p>Presentation of WP2 Technology Foresight on Biometrics for the Future of Travel</p> <ul style="list-style-type: none"> ▪ Objectives, Deliverables ▪ Tasks, Milestones ▪ Resources and Timelines ▪ Tender Evaluators' remarks <p>Goal: Provision of comprehensive knowledge on emerging relevant biometric technologies and biometrics-enabled technological systems for implementation in border control systems that may, in a short (1-5 years), medium (5-10 years) and long term (10+ years) perspective, benefit the work of the Agency and the EBCG community.</p> <ul style="list-style-type: none"> - includes 2 workshops, with participation of stakeholders <p>Q&As: Would the focus on patents as the main source for the identification of future</p>	S2i & 4CF

	<p>technologies risks missing out on important technologies?</p> <p><i>Patents</i></p> <ul style="list-style-type: none"> ▪ are privileged source of technical information, up to 80% of information on future technologies can be found in patents ▪ foresight character is represented in patents ▪ natural filter for relevant/promising technology since patent process is cost-intensive ▪ publically available (open access) <p><i>Papers</i></p> <ul style="list-style-type: none"> ▪ Availability and access limited and costly ▪ Market readiness of respective technologies often significantly lower compared to patents or not existent at all ▪ Quantity of publications does not correlate with relevance of technology ▪ Search procedure better feasible for available databases (as prominent with patents), in case of papers sources are vastly scattered <p>Justification on Patent and open source research focus is accepted by Frontex, with the recommendation to consider, whenever technically feasible and convenient for the purpose of the study, the possibility to use data extracted from the abstracts of non-open sources paper databases (often accessible for free) e.g. to benchmark/validate results.</p>	
12:05 - 12:15	<p>Discussion on WP2</p> <p>Methodology and outputs:</p> <ul style="list-style-type: none"> ▪ Needs and desk research analysis ▪ Taxonomy, patentometrics and analysis of scientific papers ▪ Internal and External experts involvement ▪ Expectations regarding recommendations and presentation of findings <p>D2.1 WP2 Scoping document WP2 risks and key success factors Dissemination of WP2 outputs within the Agency and the EBCG community</p> <p>Important aspects</p> <ul style="list-style-type: none"> ▪ Regulated environment ▪ Involvement of relevant stakeholders and dissemination are key success factors ▪ Unbiased data input <p>General remarks: There is always space for better data security and data handling. Interoperability of technological systems is another crucial factor to be taken into account.</p> <p>Stakeholders to be taken into account, two groups in general:</p> <ul style="list-style-type: none"> ▪ Frontex, Member States' Authorities, EU Agencies and Bodies (high-level), International Organizations, EU projects ▪ Industry, academia, RTOs <p>Frontex is expecting support by project consortium for engaging the scientific and industrial community of the field.</p> <p>Suggested relevant external stakeholders: DG-Home, DG-JRC, eu-LISA, EDA, FRA, EUROPOL, INTERPOL, the recently created EU Innovation Hub, EU-funded R&I projects (Horizon 2020), US-DHS-CBP.</p> <p>Internal stakeholders are: Frontex experts and MS/SAC Authorities (EBCG Community) whose contribution is very important to succeed in this study.</p>	All
12:30 - 14:00	Lunch break	
14:00 - 14:25	Presentation of WP3 Quality Assurance, Communication, Knowledge and Data Management	4CF

	<ul style="list-style-type: none"> ▪ Objectives, Deliverables ▪ Tasks, Milestones ▪ Gantt & Asana ▪ Project management team & functions ▪ Tender Evaluator's remarks <p>Agreements:</p> <ul style="list-style-type: none"> ▪ Bi-weekly status meetings are agreed among partners ▪ Management application tool: Asana will be used, relevant information will be exported and frequently updated to Frontex (presumably weekly) ▪ Invitation of participants to workshops will be issued by Frontex <p>Regarding Evaluator's remarks:</p> <ul style="list-style-type: none"> ▪ Inclusion of additional risks - continuous updating of occurring risks will be included and is task of the service manager ▪ Knowledge Management - Regular project updates in form of press releases foreseen 	
14:25 - 14:35	<p>Discussion on WP3</p> <p>Dissemination activities right from the start is essential: First actions</p> <ul style="list-style-type: none"> ▪ Website and email announcements (by Frontex) ▪ Initial communication/visualisation „One Pager” or PDF in addition to Kick-Off press release 	All
14:30 - 15:05	<p>Next steps, other issues</p> <p>Next status meeting is set for 4 February, Thursday 10:00- 11:30 am</p> <p>Workshops:</p> <ul style="list-style-type: none"> ▪ TF Workshop - working level ▪ Planned number of participants: 30-50, focus on manageable group size and inclusion of various perspectives ▪ Participants: Well-selected subject-matter experts in the field, knowledgeable entities, diverse backgrounds to capture different perspectives ▪ Informing and invitation of relevant participants will be covered by Frontex ▪ workshop participants might be included in other project activities (e.g. feedback loops) 	S2i, all