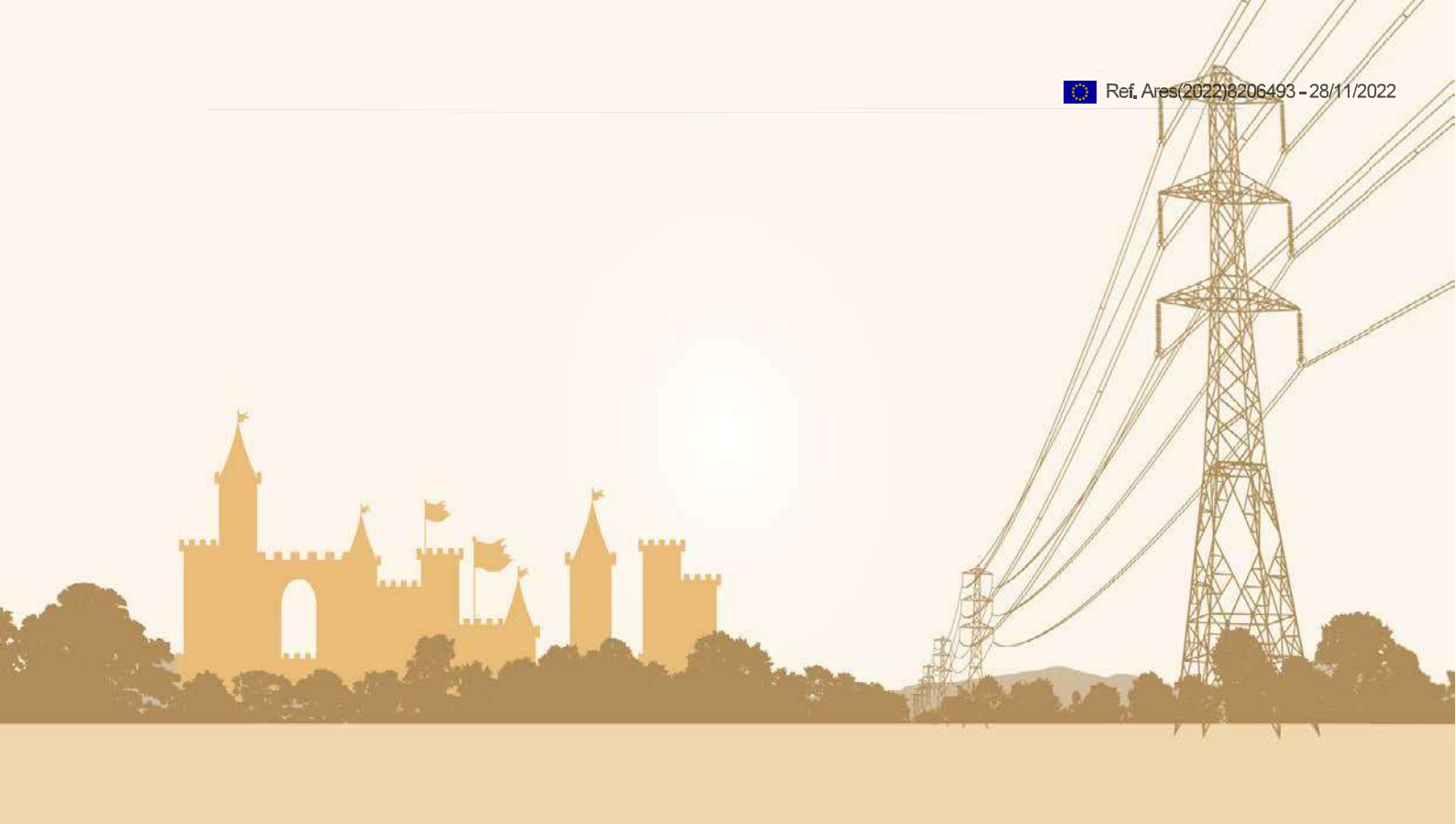




*Establishment of a FramewORk for Transforming current
EPES into a more resilient, reliable and secure system all
over its value chain*

Project Handbook

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Table of contents

Executive summary	9
1 Introduction and objectives	10
2 Governance Structure	10
2.1 Project Coordinator	11
2.2 General Assembly	13
2.3 Steering Committee	15
2.4 Working Units: Work Package and Task Leaders	16
2.5 Treatment of data	17
3 Communication procedures and tools	18
3.1 Management Bodies	18
3.2 Meetings	20
3.2.1 Representatives in meetings	20
3.2.2 Preparation and organisation of meetings	20
3.3 Tools	23
3.3.1 Project management collaborative space: MICROSOFT TEAMS	23
3.3.2 Contact list	24
3.3.3 PERT	25
4 Quality control	26
4.1 Quality procedure of deliverables	26
4.1.1 General characteristics	26
4.1.2 Reviewers and calendar	28
4.1.3 Quality procedures	28
4.1.4 Criteria	29
4.2 Project monitoring and reporting	29
4.3 Corrective and preventive actions	29
4.4 Conflict resolution	30
4.5 Occupational Safety and Health	31

5	Intellectual property rights (IPR)	31
5.1	Results	31
	5.1.1 Ownership	31
	5.1.2 Dissemination	32
5.2	Access rights	33
5.3	Non-disclosure of information	34
6	Risk analysis and management	36
6.1	Continuous monitoring	36
6.2	Risk assessment and mitigation actions / contingency plan	37
6.3	International social and health context	39
7	Project Reporting	40
7.1	Interim reports	41
7.2	Periodic reports	41
	7.2.1 Periodical technical report	42
	7.2.2 Periodical financial report	42
7.3	Final report	43
	7.3.1 Final technical report	43
	7.3.2 Final financial report	43
8	Legal and financial aspects	43
8.1	Amendments	44
	8.1.1 Internal Procedure towards and Amendment request	44
9	Templates and patterns	46
10	Useful links	46
11	Conclusions	46
	Annexes	48
	Annex1: Roles and schedules for deliverable review	48
	Annex 2: Legal and financial aspects	50

List of figures

Figure 1 Governance structure of EFORT.....	11
Figure 2: Meeting schedule of EFORT	19
Figure 3 EFORT PERT from the proposal.....	26
Figure 4: Quality procedure of deliverables	28

List of tables

Table 1: General Assembly representatives of EFORT	14
Table 2: Steering Committee representatives of EFORT	16
Table 3: EFORT Management bodies communication	18
Table 4: Risk evaluation, mitigation, and contingency planning.....	37
Table 5 Ukrainian demo risk	39
Table 6: Expected calendar for project reports.....	40

Abbreviations and Acronyms

Acronym	Description
AMGA	Annotated Model Grant Agreement
CA	Consortium Agreement
CFS	Certificate of Financial Statement
EC	European Commission
GA	Grant Agreement
IPR	Intellectual Property Rights
KoM	Kick-off Meeting
PC	Project Coordinator
PERT	Program Evaluation and Review Technique
PO	Project Officer
SC	Steering Committee
SME	Small or Medium Enterprise
TL	Task Leader
WP	Work Package
WPL	Work Package LeaderT

Executive summary

This deliverable establishes the Project Handbook of eFORT project, the reference document that sets the basis for the day-to-day execution of the project and ensures a coherent and robust management of all activities across the consortium. The Handbook defines the governance structure of the project, including the role of the Project Coordinator (CIRCE), the General Assembly, the Steering Committee, and the Work Package and Task Leaders, and describes the communication procedures, meeting schemes and collaborative tools (Microsoft Teams, PERT, contact lists) adopted to support a smooth internal coordination among the 23 partners. It also sets the rules for quality control of deliverables, project monitoring and reporting, conflict resolution, occupational safety, intellectual property rights, risk analysis and mitigation, and legal and financial aspects, including the internal procedure to manage amendments to the Grant Agreement. Conceived as a living document that evolves throughout the project lifetime, the Project Handbook provides all partners with a common methodology, built on CIRCE's extensive experience coordinating Horizon Europe and H2020 projects and aligned with European Commission procedures, to uphold their commitments, use the right communication channels, and ensure the successful achievement of eFORT's expected outcomes.