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Monitoring progress of work

2011-01-14

**ENDORSE**



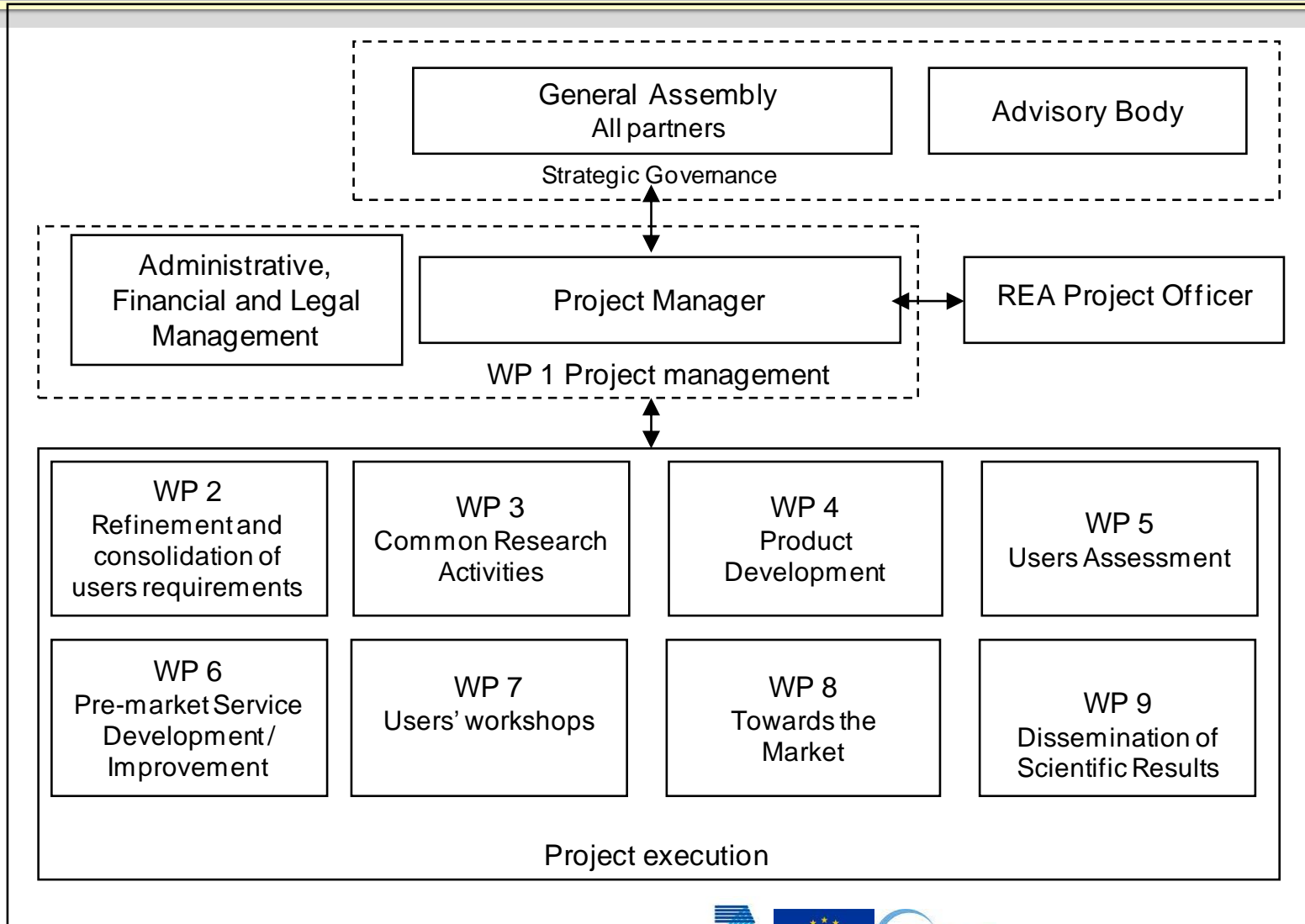
# Monitoring Tools

Planning and handling of delays / changes.

Several “tools” available :

- Grant and Consortium Agreements,
- General Assembly,
- Management Team,
- WP Leaders,
- Advisory Board,
- Monitoring Plan,
- Reviews of Project.

# Management Structure



# WP Leaders

Responsible for the performance of the WPs.  
Monitor the accomplishment of the technical objectives.

Co-ordinate the production of deliverables and ensure sufficient quality

Report to the Scientific Coordinator.

Practically: a partner send documents to the WP Leader and copy to me long before deadline.

# Monitoring Plan

List all milestones and deliverables.  
For each, propose means of verification of  
planned achievement.

Deliverable D1.1 “Roadmap of milestones and  
deliverables for monitoring” (February 2011).

Updated as necessary.

To be done by myself together with WP Leaders

# Project Reviews

Project Reviews: assessment of progress of work towards planned objectives by an external panel of researchers (3).

Held every year.

Tentative venue and planning:

- February 2012, Paris
- February 2013, Paris
- December 2013, Brussels

Attendance: at least, coordinators, WP Leaders

# Advisory Board

Emit advices on progress of work. Read documents. Meetings possible or one-to-one discussions. Tentative list:

- Dr. Mark Radka, SWERA, UNEP, Paris,
  - 'Energy' person at the GEO Bureau,
  - someone from IEA,
  - Dr. Eric Peirano (ex-ADEME),
  - Prof. David Pozo, Univ. Jaen, Spain,
- Not closed list.