

WP 6 – PROJECT MANAGEMENT

Work Package number	6		Start date or starting event:							Month 1	
Work Package Title	PROJECT MANAGEMENT										
Activity Type	Management of the Consortium										
Participant identification	1	2	3	4	5	6	7	8	9	10	
Person-months :	2,5				1	0,5	0,5	0,5		0,5	
Participant identification	11	12	13	14	15	16	17	18	19		
Person-months :				0,5	0,5				0,5		
ENEN Member identification											
Person-months :											

Objectives

- To coordinate and manage the project according to time schedule and budget
- To run the project under Quality Assurance
- To ensure proper Knowledge Management of the project results, secure experience and disseminate results

Description of work

- To coordinate the Work Packages and motivate the involved parties.
- To allocate project resources according to the needs.
- To produce the contractual documents and supervise the production of the deliverables
- To convene and conduct the project progress meetings and management committee meetings
- Implement a Quality Assurance system for running the project and to assess the deliverables
- Implement a Knowledge Management system for securing and disseminating the project results, the validated training schemes and the experience acquired

Deliverables

- D.6.0 Review of lessons learned from ENEN-I, NEPTUNO and ENEN-II projects
- D.6.1 Project progress meeting reports on Kick-off, mid-term and final meetings.
- D.6.2 Project financial statements and reports according to the contract.
- D.6.3 Project dissemination of information and external communication.
- D.6.4 Final project report.

Milestones and expected result

- M.6.1 Kick-off meeting
- M.6.2 Mid-term meeting
- M.6.3 Final meeting
- M.6.4 Establishment of the Quality Assurance system for the project
- M.6.5 Establishment of the Knowledge Management system for the project
- M.6.6 Preparation of the final report