



Deliverable 0.1.3

Workpackage 0

JIP COVRIN

Responsible Partner: WBVR

Contributing partners: ANSES (P1), Ages (P2), Sciansano (P4), VRI (P8), BfR (P9), FLI (P10), INIA (P16), UCM (P17), APHA (P21), UoS (P23), ISS (P27), IZSAM (P28), IZSLER (P29), RIVM (P30), WBVR (P31), NVI (P33), PIWET (P34), INIAV (P35), INSA (P36), SVA (P41), BIOR (P44). (all partners)



GENERAL INFORMATION

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DOCUMENT MANAGEMENT

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Leader	WP-leader: Wim van der Poel; Task leader: Bieneke Bron/Wim van der Poel
Other contributors	All COVRIN partners
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Dissemination level <i>PU: Public</i> <i>CO: confidential, only for members of the consortium (including the Commission Services)</i>	PU: Public



COVRIN MANAGEMENT REPORT 2.

Introduction

Work package 0 leads and coordinates the COVRIN project. This includes organizing Information flows, integration of results, active linking to external partners, projects as well as stakeholder Communication about project activities and outcomes. Key activities included organization of meetings and a scoping exercise to avoid overlaps with other (EU-funded) COVID-19 activities.

Project organization

To actively manage all work packages in the COVRIN project, there was a work package leader and a deputy work package leader appointed for each work package. All work package leaders and their deputies were asked to coordinate activities within their work package and to act as a contact point for the coordinators. Work package leaders were also asked to encourage all partners in their work package to participate in the WP activities and give inputs wherever needed. The coordinators organized regular meetings with all work package leaders and all deputies, to communicate about all activities in the work packages and to connect these activities.

In the second year of the project (M49-M60) excellent interactions within and between projects allowed smooth integration of activities. Work package leaders and deputies worked very well together and for all work packages the coordination was covered satisfactorily. Outcomes of work packages were discussed in the work package meetings and timely delivery of the planned deliverables was followed. Since all partners appeared to be very busy with SARS-CoV-2 research, which was still extensive in some institutes, some of the deliverables had to be postponed. Also in year 2 none of the deliverables had to be canceled, however, a few deliverables will be merged as this turns out to be more pragmatic.

To ensure that all tasks in the COVRIN project were accurately addressed for each task in a work package there was a task leader appointed. This also made it easy for the coordinators to rapidly communicate about the planned tasks in the project. As in some institutes the involved researchers moved on or were withdrawn from the project, the coordinator made updates of the list of task leaders several times again in year 2 of the project. The updated list was circulated to all partners in the project. In selected cases where the task was not directly taken over by another task leader, the work package leader was asked to take over the task. In year 2 these problems continued, particularly in WP0 with the task leaders working on project management and the data management plan and the coordinator had to stand in again. Due to this issue some deliverables had to be postponed. The deputy coordinator and his co-workers in his institute were very helpful and assisted in the organization of the end meeting and the final report of COVRIN. The end meeting of COVRIN was held in Teramo and the IZS institute staff was very supportive in organizing this meeting resulting in a very good end meeting of the project.

Conclusions project management M49-M60

The setup of the COVRIN project with a coordinator, a deputy coordinator and 5 work package leaders worked very well. Changes in WP leaders and task leaders resulted in some hampering in the execution of the tasks and in the late completion of a few of the deliverables. Especially because of the hard work and the flexibility of the coordinators and some of the WP leaders or deputies, problems could be solved. Several deliverables had to be postponed. However, none of the deliverables had to be canceled and all tasks have been completed in time, and all outputs described in the work plan delivered by the end of the project.