



Expanding Integrated Assessment Modelling:
Comprehensive and Comprehensible Science
for Sustainable, Co-Created Climate Action

D1.2 – QUALITY MANAGEMENT PLAN

WP1 – Project Management



22/02/2023



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EC Summary Requirements

1. Changes with respect to the DoA

No changes with respect to the work described in the DoA.

2. Dissemination and uptake

This deliverable will serve as a reference document among consortium partners (experts and non-experts), to be aware of and kept up to date with the IAM COMPACT project's quality management procedures, responsibilities, and requirements. It may also be used by individuals outside the consortium, including policymakers and scientists, as a documentation of the quality management plan and the rigorous procedures underpinning the legitimacy of the scientific processes carried out in the project and the results and policy recommendations.

3. Short summary of results (<250 words)

The Quality Management Plan defines the quality policy and plan to be applied in the IAM COMPACT project. Its purpose is to establish the roles, procedures, metrics, and tools necessary to ensure that the IAM COMPACT project is implemented smoothly and that all project deliverables are of high quality and of scientific added value and that they are submitted to the EC services in time. Complying with the quality management procedures falls under the responsibility of the Project Coordinator, the Project Manager, the Quality Manager, the Work Package leaders and the Task leaders.

Effective channels of internal communication have been established since Month 1, enabling smooth exchange of all necessary information among project partners.

A thorough quality procedure has been established: each project deliverable will be quality-reviewed by two to five internal reviewers (depending on the deliverable nature), before being accordingly revised and finally reviewed and edited by an additional member of the management team from NTUA, securing that the submitted deliverables adequately satisfy the quality criteria of clarity, completeness, accuracy, relevance, and technical compliance.

Specific performance indicators have been set and monitoring data will be collected regularly, aimed at fully informed reporting. Finally, a risk management plan is put into place, consisting of the identification of the technical (research-oriented) and management (project implementation-related) risks.


4. Evidence of accomplishment

This report.



Preface

IAM COMPACT supports the assessment of global climate goals, progress, and feasibility space, and the design of the next round of Nationally Determined Contributions (NDCs) and policy planning beyond 2030 for major emitters and non-high-income countries. It uses a diverse ensemble of models, tools, and insights from social and political sciences and operations research, integrating bodies of knowledge to co-create the research process and enhance transparency, robustness, and policy relevance. It explores the role of structural changes in major emitting sectors and of political, behaviour, and social aspects in mitigation, quantifies factors promoting or hindering climate neutrality, and accounts for extreme scenarios, to deliver a range of global and national pathways that are environmentally effective, viable, feasible, and desirable. In doing so, it fully accounts for COVID-19 impacts and recovery strategies and aligns climate action with broader sustainability goals, while developing technical capacity and promoting ownership in non-high-income countries.

NTUA – National Technical University of Athens	EL	
Aalto – Aalto Korkeakoulusaatio SR	FI	
AAU – Aalborg Universitet	DK	
BC3 – Asociacion BC3 Basque Centre for Climate Change – Klima Aldaketa Ikergai	ES	
Bruegel – Bruegel AISBL	BE	
CARTIF – Fundacion CARTIF	ES	
CICERO – Cicero Senter for Klimaforskning Stiftelse	NO	
E3M – E3-Modelling AE	EL	
KTH – Kungliga Tekniska Hoegskolan	SE	
POLIMI – Politecnico di Milano	IT	
UPRC – University of Piraeus Research Center	EL	
UVa – Universidad De Valladolid	ES	
WI – Wuppertal Institut fur Klima, Umwelt, Energie GGMBH	DE	
IIMA – Indian Institute of Management	IN	
THU – Tsinghua University	CN	
USMF – University System of Maryland	US	
AAiT – Addis Ababa University	ET	
KEI – International Civic Organisation Kyiv Economics Institute	UA	
RUSL – Raja Rata University of Sri Lanka	LK	
TUM – Technical University of Mombasa	KE	
UNIGE – Université de Genève	CH	
Imperial – Imperial College of Science, Technology and Medicine	UK	



Executive Summary

The “Quality Management Plan” defines the quality policy and plan to be applied in the IAM COMPACT project. Its purpose is to establish the roles, procedures, metrics, and tools necessary to ensure that the IAM COMPACT project is implemented smoothly and that all project deliverables are of high quality and of scientific added value and are submitted to the EC services in time.

Complying with the quality management procedures falls under the responsibility of the Project Coordinator, the Work Package leaders, and the Tasks leaders.

The IAM COMPACT Project Coordinator (PC) oversees the scientific and technical direction of the project and the quality of the project deliverables, as well as the financial aspects. The PC is supported by a Project Manager (PM), as well as a project management team from NTUA. In parallel, the Quality Manager (QM) is overseeing the process and monitors the project progress. Each Work Package (WP) is coordinated by a WP Leader (WPL), responsible for the implementation of the respective WP, in line with the work description. The WPL is responsible for reviewing and evaluating intermediate and final WP outputs in conjunction with other WP partners. The Task Leaders (TLs) are responsible to lead the execution of activities under the respective task and guide the rest of the partners in fulfilling their activities in a timely manner. Furthermore, the General Assembly (GA) is the ultimate decision-making body of the consortium, consisting of one representative per partner and the PC, and deciding on aspects related to content, finances, and intellectual property rights, consortium evolution, and member appointments. The Executive Board (EB) is the supervisory body for the execution of the Project, which shall report—and be accountable—to the GA, consisting of the PC and the representatives of all Parties, as appointed by the GA, and monitoring the effective and efficient implementation of the project. The Scientific Advisory Board (SAB) comprises external international experts recognised in the climate and policy area, whose role is to advise the consortium on matters related to the implementation and development of the project activities.

The PC is also responsible for the preparation of template documents for the various project outputs and management reports; the establishment of a document management system; and the assurance of compliance with the document naming conventions, in the aim of securing the high quality of project implementation.

Effective channels of internal communication have been established since Month 1, enabling smooth exchange of all necessary information among project partners. The means for conveying information range from physical meetings and teleconferencing facilities to an internal workspace for document management and weekly structured e-mail communication, allowing partners to have full overview of the project progress and requirements.

Quality control takes place via monthly calls between the QM (CICERO), the PC (NTUA), and the WPLs to discuss work progress; and meetings with detailed reports on the progress for each task. Emphasis is laid on quality assurance of deliverables, which is planned to be achieved with the coordinated mobilisation of the project partners, each of whom undertake clear roles in the review process. A thorough quality procedure shall be followed; each project deliverable will be quality-reviewed by two to five internal reviewers (members of the consortium partners), before being finally reviewed by the PM and edited by an additional member of the management team from NTUA, securing that the submitted deliverables adequately satisfy the quality criteria of clarity, completeness, accuracy, relevance, and technical compliance.

Specific performance indicators have been set since the proposal phase and monitoring data will be collected regularly, aimed at fully informed reporting and at allowing for proper self-assessment of results.

Finally, a risk management plan is put into place, consisting of the identification of the technical (research-oriented) and management (project implementation-related) risks; the assessment of their degree of occurrence, and of their potential impact; and of reducing the possibility of materialisation for each one of the risks already foreseen in the design of the project by planning the necessary mitigation measures to be taken during implementation.



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1 Introduction

1.1 Purpose and Scope

The purpose of the Quality Management Plan (QMP) is to establish the roles, procedures, metrics, and tools necessary to ensure that the IAM COMPACT project is implemented smoothly and that all project deliverables are of high quality and scientific added value and submitted to the EC services on time.

In this context, the objectives of this deliverable (D1.2) are to:

- define clear project management roles and responsibilities of all partners within the consortium;
- establish the processes for ensuring the quality and timely execution of project deliverables and milestones, and the project management activities;
- present the coordination and communication channels and processes among partners, during the project lifetime, which will secure smooth information flow;
- analyse the potential risks of the project and evaluate their impact and exposure; and
- proactively define risk mitigation measures to guarantee seamless and proper execution of the project's tasks.

Moreover, to ensure its relevance throughout the lifetime of the project, the QMP will be revisited regularly and updated when deemed necessary.

All IAM COMPACT partners, European and international, are obliged to comply with the requirements set out in this document.

1.2 Structure of the Document

The structure of this document is as follows:

- Section 2 provides an overview of the project governance, management structure and responsibilities, including the responsibilities for quality assurance. Moreover, this section presents the processes for internal communication, reporting and quality assurance of the deliverables and other materials/outputs, as well as the tools for effective document management.
- Section 3 presents the quality assessment framework, including the performance indicators aimed at continuous improvement throughout the project lifetime.
- Section 4 analyses the risks that may jeopardise quality, as well as discusses the planned mitigation measures.
- Annex I: Allocation of reviewers to deliverables (Year 1)
- Annex II: Outcome & Impact indicators
- Annex III: Communication and Dissemination indicators
- Annex IV: Quality indicators



2 Project Management ensuring quality

The IAM COMPACT governance and management structure guarantees smooth decision-making, prompt management of risks and unforeseen events, suitable interaction with relevant stakeholders, and direct participation of all partners in the operations of the project.

2.1 Project Governance

The **General Assembly (GA)** is the ultimate decision-making body of the consortium. The GA consists of one representative from each partner and the Project Coordinator (PC) from NTUA. The PC chairs all meetings of the GA, unless decided otherwise by the GA.

The decisions taken by the GA relate to, among others: (a) content, finances, and intellectual property rights; (b) evolution of the consortium; and (c) member appointments.

The **Executive Board (EB)** is the supervisory body for the execution of the Project, which shall report—and be accountable—to the GA. The Executive Board consists of the Coordinator and the representatives of the Parties appointed to it by the GA. The PC chairs all meetings of the EB, unless decided otherwise by a majority of two-thirds. The EB monitors the effective and efficient implementation of the Project, ensuring that all required procedures are workable, implementable, and clear for all Project Partners. This includes contributing to the development of the Project's quality management plan, outlining quality processes for all Project deliverables.

The activities of the EB include, among others: (a) preparing the meetings, propose decisions, and prepare the agenda of the GA; (b) proper execution and implementation of the decisions of the GA; (c) seeking a consensus among the Parties; (d) management and monitoring of project development according to the work plan; (e) supporting the PC in preparing meetings with the Granting Authority and in preparing related data and deliverables; and (f) preparing the content and timing of press releases and joint publications by the consortium or proposed by the Granting Authority.

The operational procedures for the EB and the decisions to be made by the GA are fully described in Section 6.3 of the IAM COMPACT Consortium Agreement.

2.2 Project management actors, roles, and responsibilities

The IAM COMPACT **Project Coordinator (PC)**, Prof. Haris Doukas (NTUA), oversees the scientific and technical direction of the project and the project deliverables, manages financial planning and control, and communicates with the EC's Project Advisor (PA).

The PC is responsible for:

- monitoring all partners' compliance with their obligations under the Grant Agreement and the Consortium Agreement;
- keeping the address list of members of all IAM COMPACT partners and other contact persons updated and available;
- collecting, reviewing to verify consistency, and submitting reports, other deliverables (including financial statements and related certification) and specific requested documents to the Granting Authority;
- preparing the meetings, proposing decisions and preparing the agenda of the GA meetings, chairing the meetings (unless otherwise decided by the GA, in which case a different chairperson is selected), preparing the minutes of the meetings and monitoring the implementation of decisions made at meetings;
- transmitting documents and information connected with the project to any Party concerned;
- administering the financial contribution of the Funding Authority and fulfilling the financial tasks described in Section 7.2 of the IAM COMPACT Consortium Agreement.

An exhaustive list of all responsibilities of the PC are presented in detail in the IAM COMPACT Consortium Agreement, to which all partners have agreed and will adhere.



Linked with the present deliverable, the PC has the responsibility of ensuring that the quality management procedures (described in the following Sections) are respected by all IAM COMPACT partners.

The PC is supported by a **Project Manager (PM)**, namely Dr. Alexandros Nikas, as well as a project management team from NTUA. They will focus on the day-to-day administration of the project. They will work closely with the PC, providing support with the financial and overall management and communication with all partners. The PM is also involved in setting up and overseeing the internal communication platform (in Task 1.3 in the Grant Agreement). Finally, the PM will have the responsibility for the scientific/research progress and will be referring to the PC in this respect.

The **Quality Manager (QM)**, Dr. Glen Peters from CICERO, will be overseeing the process for the monitoring of the project progress. If there emerge deviations from the project plan, the QM—alongside the PC and the responsible partners—will discuss how the progress can be realigned with the plan. It is noted that the day-to-day monitoring against the quality standards, as described in the present document, will be performed by the management team from NTUA.

Each WP is coordinated by a **WP Leader (WPL)**, responsible for the implementation of the respective WP in line with the work description. The WPL is responsible for reviewing and evaluating intermediate and final WP outputs in conjunction with other WP partners; and for cooperating with other WPLs. In particular, the WPLs are responsible for:

- coordinating the WP tasks with Task Leads (TLs), including technical and management activities;
- ensuring that the WP fulfils the objectives listed as milestones and deliverables;
- monitoring progress against time, budget allocations and the expected outcomes;
- implementing corrective actions if needed;
- delivering required information for the preparation of all plans and reports;
- participating in monthly calls with the PC and QM to discuss work progress;
- preparing the consolidated WP reports on a quarterly basis or otherwise, as required;
- stimulating interaction and proactive sharing of information with other WPLs;
- assigning internal reviews of draft deliverables, in terms of content/editing, prior to finalisation and submission

The WPLs have the responsibility for the high quality of the respective technical deliverables and other materials related to their WPs.

The WPLs are presented in Table 1.

Table 1. Work Package Leaders in IAM COMPACT

WP No	Name	Organisation
WP1	Haris Doukas and Alexandros Nikas	NTUA
WP2	Georg Zachmann	Bruegel
WP3	Alexandros Nikas	NTUA
WP4	Ajay Gambhir	Imperial
WP5	Panagiotis Fragkos	E3M
WP6	Francesco Gardumi	KTH

The **Task Leaders (TLs)** are responsible to lead the execution of activities under the respective task and guide the rest of the partners in fulfilling their activities in a timely manner. More specifically, the TLs are responsible for:

- planning and monitoring activities outlined in each task;
- developing the respective data exchange templates, where needed, with the contribution of the WPL;
- communicating regularly with the WPL in order to discuss progress;
- communicating potential problems identified during the implementation of the activities;
- compiling partners' input in one integrated deliverable;



- sending the draft deliverable in time to the WPL for comments;
- integrating partners' comments in the deliverable to produce the final version;
- ensuring timely submission of related deliverables..

The **consortium partners/contributors to tasks** are responsible for:

- responding to requests by the TLs, WPLs, and the PC in a timely manner, in line with the set deadlines;
- reporting any difficulties encountered during the implementation of their activities to the TL—when these difficulties affect the timely submission of their contribution or the quality or impact of their work, then mitigation actions should be suggested and decided with the WPL and the PC;
- communicating new risks identified for mitigation measures to be taken to the corresponding TLs, and WPLs as well as the PC; and
- developing deliverables and ensuring that these are of high quality and can be published/submitted to the EC services.

Project partners will comply with all ethical standards deriving from national, European, and international laws. Moreover, the respective research methods will agree to the code of ethical research of the EU, as well as any additional codes referring to their own institution or professional bodies, obtaining ethical approval of the responsible organisations. In addition, the compliance with ethical codes will be ensured by the consortium via ethical review processes.

The envisaged research activities will not require the collection of individual information and the names of participants will not be revealed in the research: all stakeholder input envisaged to drive or co-produce the scientific activities and outputs and respective personal data will be anonymised and therefore does not fall under the data privacy rules. Information from the stakeholder database will be strictly confidential, remain undisclosed in all stages of the research, and only be used for contacting stakeholders.

2.3 Project management structure

The IAM COMPACT management structure is shown in Figure 1.

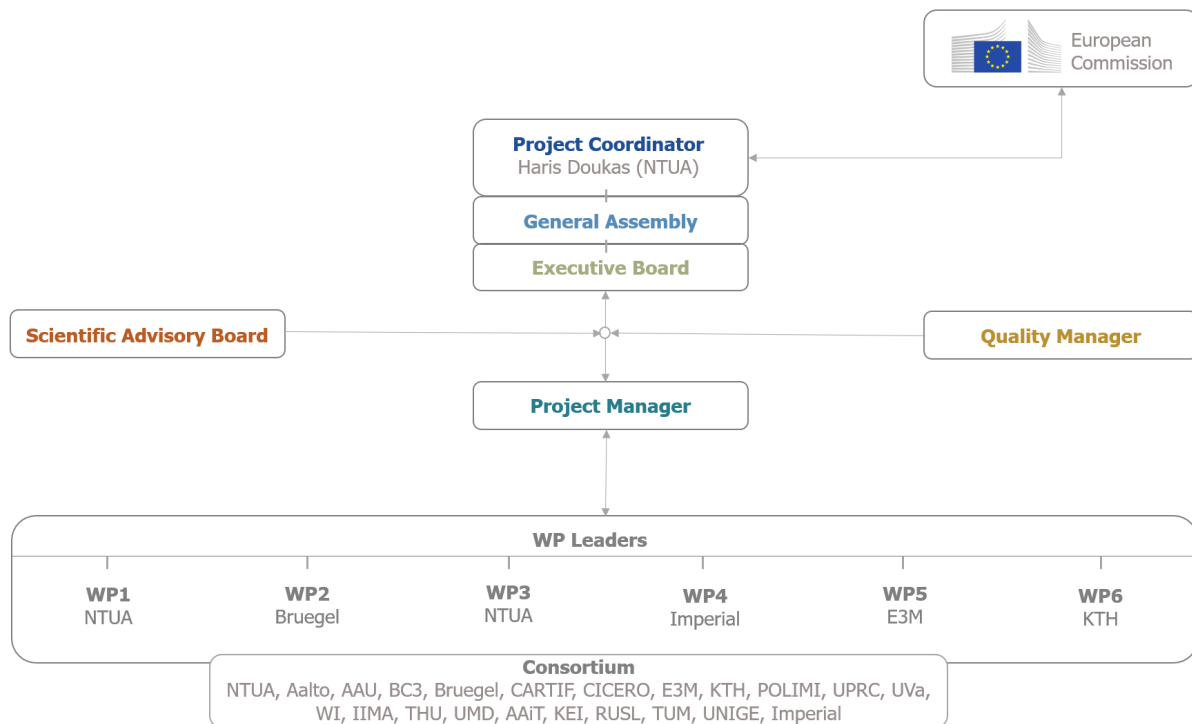


Figure 1: The IAM COMPACT management structure

The Scientific Advisory Board does not have management mandates as such, but they will be interacting with the



management bodies of the project.

The Scientific Advisory Board (SAB) is composed of external international experts recognised in the climate and policy area. Their role is to advise the Consortium on matters related to the implementation and development of the IAM COMPACT project activities, including but not limited to the scope, transparency, and legitimacy of the activities and methods applied as well as the robustness, quality and dissemination of the results produced.

2.4 Project management processes

2.4.1 Document Management

2.4.1.1 Documentation Requirements

Document management refers to the preparation of template documents for the various project outputs and management reports; the establishment of a document management system; and the assurance of compliance with the document naming conventions. The above-mentioned tasks are under the responsibility of the PC.

During IAM COMPACT, forty-seven (47) deliverables several types of documents will be produced, as shown in Table 2.

Table 2: Documents to be produced in IAM COMPACT

Documents	Responsible	Type	Template
47 Deliverables submitted to the EC	As per Annex I (Part A) of the Grant Agreement	External-output	Deliverable Document Template (i.e. the template used for the present Deliverable)
Internal Project Presentation	Project Coordinator	External-promotion	Project Presentation Template
Meeting/Event Agenda	Partner hosting the Meeting/Event	External-management	Meeting/Event Agenda Template
Meeting Minutes	Partner hosting the Meeting	External-management	Meeting Minutes Template
Internal Effort and Cost Reporting	All partners	Internal-monitoring	Internal Effort and Cost Reporting Template
Periodic Report PART B	Project Coordinator	External-management	As per Grant Agreement and Commission guidelines
Commentaries/Working documents/Policy briefs	All Partners	External-scientific and policy level	Commentaries Template/Working document Template/Policy brief Template
Articles in scientific journals (papers), presentations and/or (extended) abstracts or short papers in scientific conferences	All Partners	External-scientific	According to journal guidelines
Datasets & guidelines for validating as well as reproducing papers	Project Coordinator	External-scientific	Zenodo-specific documentation template

These documents should (and will) comply with the following standards:

- Word Processor: Microsoft Word 2013 or higher,
- Spreadsheet: Microsoft Excel 2013 or higher,



- Presentations: Microsoft PowerPoint 2013 or higher.

In case partners cannot comply with above standards due to limited capacity, NTUA will ensure that the documents are converted as per standards.

2.4.1.2 Naming conventions and versioning

Document configuration management will be ensured by tracking the history of changes within the following project documents:

- Deliverables
- Project/WP Meetings agendas and minutes
- Project events agendas
- Official reports to the EC
- Documents, such as mailing lists and internal effort reporting, which are regularly updated
- Documents used for internal project management and monitoring purposes
- Materials/Publications produced by the project, such as commentaries, policy briefs, working documents, presentations, newsletters

Document history is tracked in each deliverable through a dedicated functionality offered by SharePoint. Tables 3 and 4 show the naming conventions for the draft deliverable ready for internal review, and the revised deliverable after the internal review.

Table 3: Naming convention for the IAM COMPACT Deliverables

Name	IAM COMPACT DX.Y [Deliverable title]-vA.BB
where	X: Work Package number
	Y: Deliverable number
	A: Major version of the deliverable
	BB: Minor version of the deliverable for updates during the preparation phase
Examples	IAM COMPACT D1.1 IAM COMPACT visual identity & website-v0.01
	IAM COMPACT D1.3 Report on Project and SAB Meetings-v1.00 (the version 1.00 will always be the version to be initially submitted to the EC)
Notes	If the Deliverable title is longer than 50 characters (with spaces) then the title should be shortened accordingly by the Deliverable leader.

Table 4: Naming convention for the IAM COMPACT reviewed Deliverables

Name	IAM COMPACT DX.Y [Deliverable title]-vA.BB_IN
where	X: Work Package number
	Y: Deliverable number
	A: Major version of the deliverable
	BB: Minor version of the deliverable for updates during the preparation phase
	IN: Initials of the reviewer's name
Examples	IAM COMPACT D1.1 IAM COMPACT visual identity & website-v0.08_HD
	IAM COMPACT D1.1 IAM COMPACT visual identity & website-v0.12_VS

For example, the people involved in D1.1 IAM COMPACT visual identity & website are: NF, author responsible; AK: contributing partner; VS, Reviewer 1; HD, Reviewer 2; GP, Quality Manager; and AN, editor (for the roles in the internal review process, see the "Roles and responsibilities" section).

The various names and versions of the deliverable may be:

- IAM COMPACT D1.1 IAM COMPACT visual identity & website-v0.01 (this version is typically the one to include only the Table of Contents, to be further edited by the contributing partners)



- IAM COMPACT D1.1 IAM COMPACT visual identity & website-v0.08 (first draft of the deliverable submitted to the PM for internal review)
- IAM COMPACT D1.1 IAM COMPACT visual identity & website-v0.08_HD (first draft document reviewed by HD and communicated, via the PM, to the Deliverable leader, featuring comments and tracked changes)
- IAM COMPACT D1.1 IAM COMPACT visual identity & website-v0.12 (revised deliverable by the Deliverable Leader, having integrated the comments of all reviewers on version 0.08, submitted for further review)
- IAM COMPACT D1.1 IAM COMPACT visual identity & website-v0.12_VS (second draft document reviewed by VS and communicated, via the PM, to the Deliverable leader, featuring comments and tracked changes)
- IAM COMPACT D1.1 IAM COMPACT visual identity & website-v0.14 (revised deliverable by the Deliverable Leader, having from their side integrated comments of all reviewers on version 0.10)
- IAM COMPACT D1.1 IAM COMPACT visual identity & website-v0.14_AK (document modified by contributor AK, based on comments addressed from their side)
- IAM COMPACT D1.1 IAM COMPACT visual identity & website-v0.17 (final version submitted by the Deliverable Leader to the PM for final review)
- IAM COMPACT D1.1 IAM COMPACT visual identity & website-v1.00 (final version, checked by AN and submitted to the EC)

Table 5 shows the naming conventions for the various documents related to meetings and events.

Table 5: Naming convention for documents related to IAM COMPACT meetings and events

Name	IAM COMPACT DX.Y [Deliverable title]-vA.BB
where	A: Major version of the meeting/event related document
	BB: Minor version of the meeting/event related document for updates during the preparation phase
Examples	IAM COMPACT KOM Logistics-v0.10
	IAM COMPACT KOM List of participants-v0.10
	IAM COMPACT KOM Minutes-v0.10
	IAM COMPACT Consortium meeting 15th May 2023 Minutes-v1.00
	IAM COMPACT EB meeting 17th January 2023 Minutes-v1.00
	IAM COMPACT WP4 meeting 10th December 2022 Minutes-v1.00

Table 6 shows the naming conventions for the official reports to the EC services.

Table 6:

Name	IAM COMPACT DX.Y [Deliverable title]-vA.BB
where	A: Major version of the report
	BB: Minor version of the report for updates during the preparation phase
Examples	IAM COMPACT 1st Periodic Technical Report-v0.10
	IAM COMPACT 1st Periodic Financial Report-v0.10
	IAM COMPACT Final Technical Report-v0.10

Table 7 shows the naming conventions for internal documents, such as mailing lists and internal effort reporting, which are regularly updated.

Table 7: Naming conventions for internal documents which are regularly updated

Name	IAM COMPACT [Document description]_ddmmyy or IAM COMPACT [Document description] [Partner name]_ddmmyy
where	dd: date; mm: month; yy: year



	IAM COMPACT Mailing List_201022
Examples	IAM COMPACT Effort and Cost Reporting NTUA_201022

Finally, Table 8 presents the naming conventions for materials/publications of the project.

Table 8: Naming convention for IAM COMPACT materials/publications

Name	IAM COMPACT [Material/Publication]-vA.BB or IAM COMPACT [Material/Publication] [Short title]-vA.BB
where	A: Major version of the material/publication BB: Minor version of the material/publication for updates during the preparation phase
Examples	IAM COMPACT Policy Brief Issue 1: Stakeholder Inclusion in Modelling-v0.10
Notes	IAM COMPACT Newsletter No1-v0.10

2.4.2 Document management system

SharePoint is a web-based collaborative platform that integrates natively with Microsoft Office. SharePoint allows for storage, retrieval, searching, archiving, tracking, management, and reporting on electronic documents and records. SharePoint's integration with Microsoft Windows and Microsoft Office allows for collaborative real-time editing and encrypted/information rights managed synchronisation. SharePoint team IAM COMPACT site includes a "Documents" library, which will host all documents related to the WP deliverables, the scientific content, and the administrative documents that should be shared among the consortium partners.

The documents are classified as illustrated in Figure 2.

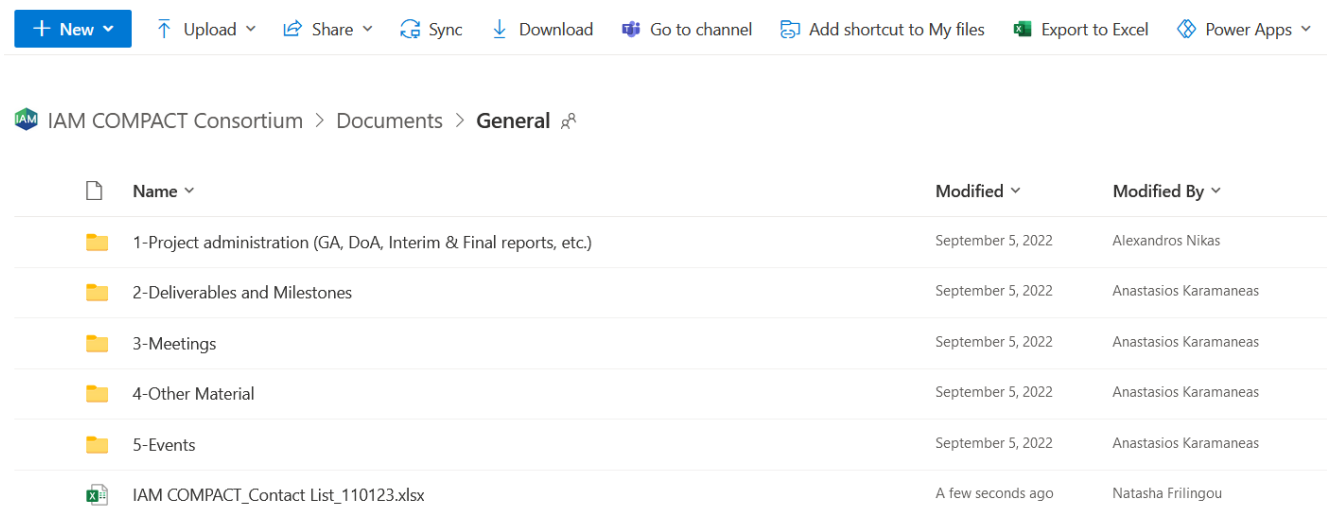


Figure 2: Screenshot from the "Documents" library tab in the IAM COMPACT SharePoint site

The structure is simple, yet comprehensive, allowing the user to identify/locate easily all documents related to the project. SharePoint offers various functionalities that secure proper document management, as reflected in Table 9.

Table 9: SharePoint functionalities securing proper document management.

Functionality	Description
Secure sharing of a document	To share a document uploaded onto the library, SharePoint creates a link that the user (creator of the document) can copy and send it to select recipient(s). For someone to access the document, they need to be a registered IAM COMPACT SharePoint user.
Replacing an existing	SharePoint offers the user the capacity to upload new versions of an existing document. Versioning creates a historical record of all changes, with the date/time and indication of

Functionality	Description
document / Version history	the user that made the change, on a per-file/list item basis. The end user can view, delete, and restore a version if they have the correct permissions in the library or list. Version History opens in a modal dialog box, with options to View, Restore, or Delete the entry. If any SharePoint Metadata columns were changed, that column and its new value will be displayed.
Locking a document	SharePoint offers the user the capacity to lock (check out) a document while they are editing it. Checking out a document stops other users from modifying it in any way, until the editing process is over.
Adding News	SharePoint allows users to create posts like announcements, people news, status updates, and more that can include graphics and rich formatting.
Creating a List	SharePoint offer user the capacity to create and share lists to track issues, tasks, and more. Start from a template, Excel file, or from scratch.

Overall, SharePoint provides a central point, where IAM COMPACT partners can access project documents and collaborate on their development. Advantages of the system include:

- Documents in a single place. IAM COMPACT partners know that all project documents can be found on SharePoint.
- Document tracking. SharePoint allows the development of a document to be tracked: document versions are numbered, collaboration is structured, and old versions of documents are stored rather than overwritten.
- Ownership recorded. When a document is uploaded onto SharePoint, information regarding the date, time and author is all recorded.
- Risk reduction. Using SharePoint reduces reliance on WP and task leaders to manage document collaboration via other routes, such as email, Dropbox, etc. SharePoint also allows document changes to be 'rolled back', reducing the risk of work being lost due to files being accidentally overwritten or deleted.
- Document availability. SharePoint is a web-based system that is accessible via computers, smartphones and tablets. One can access documents wherever they are.

The management team from NTUA will be responsible for securing that SharePoint, and no other tool, is used for document management. In particular, the PC will ensure that:

- all documents related to the work carried out in IAM COMPACT are uploaded onto SharePoint;
- all partners use SharePoint to collaborate on documents produced with IAM COMPACT partners, rather than other tools, such as e-mail, Dropbox, or Google Drive;
- all consortium partners have access to all relevant documents; and
- document collaboration is not delayed by consortium partners, in particular WPLs, being on missions, on holidays or working on other assignments outside IAM COMPACT.

2.5 Internal communication

Effective channels, processes, and tasks for internal communication have already been established since Month 1, in order to facilitate effective coordination, knowledge sharing, smooth cooperation and direct communication of the implementation and dissemination of information for partners.

2.5.1 Physical meetings

The kick-off meeting (M1) took place in Athens as a hybrid event. Regular project meetings will be held on a six-month basis to ensure that all procedures are understood and implemented as planned. For sustainability reasons, these will be back-to-back with other physical events organised by the project (including review) or held online. The management team from NTUA is responsible for the organisation of the agenda of the meetings. In case of an emergency or in need of a conflict resolution, ad-hoc meetings may be organised upon decision of the CA. A tentative schedule of project meetings is available in Table 10.



Table 10: Tentative schedule of IAM COMPACT physical (GA) meetings.

Meeting identifier	Time	Place
Kick-off Meeting	September 2022 (M1)	Athens
2nd GA Meeting	August 2023 (M12)	TBD
3rd GA Meeting	February 2024 (M18)	TBD
4th GA Meeting	August 2024 (M24)	TBD
5th GA Meeting	February 2025 (M30)	TBD
6th GA Meeting	August 2025 (M36)	Athens

Proposed dates of every meeting will be discussed during remote meetings and decided over doodle polls organised by the management team from NTUA, at an early stage—i.e., at least four (4) months before a physical meeting.

2.5.2 Remote meetings

Remote meetings (through Microsoft Teams) will be employed for the effective communication among project partners during the project lifecycle. Monthly **EB meetings** will ensure that the project is on track towards achieving its objectives and vision as well as provide WP updates (with reviews and appropriate revisions of the work) to enable following a realistic time schedule and introducing corrective actions in a timely fashion. The management team from NTUA is responsible for the organisation of the agenda and for the coordination of these meetings. The meetings' details (day, time, Microsoft Teams link, agenda) will be communicated by the management team from NTUA at least 1 week before the date of each meeting, to allow time to the participants for scheduling and preparing all necessary information for each meeting. Remote and hybrid meetings will be recorded, after consent from all participants is granted. An indicative plan for the remote meetings during the first year of the project (September 2022-August 2023) is shown in Table 10.

Table 11: Tentative plan for the remote meetings (EB and GA meetings) during the first year of IAM COMPACT, where W1 is Week 1, etc.

September 2022					October 2022					November 2022					December 2022				
Mo	Tu	We	Th	Fr	Mo	Tu	We	Th	Fr	Mo	Tu	We	Th	Fr	Mo	Tu	We	Th	Fr
5		W1			3		W5			7		W10			5		W14		
12		W2			10		W6			14		W11			12		W15		
19		W3			17		W7 - EB Meeting			21		W12 - EB Meeting			19		W16		
26		W4			24		W8			28		W13			26		W17		
January 2023					February 2023					March 2023					April 2023				
Mo	Tu	We	Th	Fr	Mo	Tu	We	Th	Fr	Mo	Tu	We	Th	Fri	Mo	Tu	We	Th	Fr
2		W18			6		W23			6		W27			3		W31		
9		W19			13		W24			13		W28			10		W32		
16		W20 - EB Meeting			20		W25 - GA/EB Meeting			20		W29 - EB Meeting			17		W33		
23		W21			27		W26			27		W30			24		W34 - EB Meeting		
30		W22																	
May 2023					June 2023					July 2023					August 2023				
Mo	Tu	We	Th	Fr	Mo	Tu	We	Th	Fr	Mo	Tu	We	Th	Fr	Mo	Tu	We	Th	Fr
1		W35			5		W40			3		W44			7		W49		
8		W36			12		W41			10		W45			14		W50		
15		W37 - EB Meeting			19		W42 - EB Meeting			17		W46 - EB Meeting			21		W51		
22		W38			26		W43			24		W47			28		W52		
29		W39								31		W48							

The minutes of each project meeting (physical, hybrid, and remote) will be drafted right after each meeting. The



minutes will be compiled into one document forming part of deliverable D1.3, 'Report on Project and Advisory Board Meetings', due in Month 12 and with updates in Months 24 and 36.

In addition, remote WP meetings will be held on an ad-hoc basis, initiated by the respective WPL, in coordination with the PC, who will be present in these meetings. WP meetings will also serve for conflict resolution.

Generally, technical issues or conflicts within the contractual commitments that do not involve any contract, budget, resource allocation or overall project focus changes will be discussed at WP level first. If the decisions reached at WP level are unacceptable by any single consortium partner, the conflict will be resolved according to a conflict resolution procedure that can be summarised in the next steps:

1. The consortium members involved in the implementation of the WP inform the WPL for the emerging conflict.
2. The WPL decides whether the issue needs to be discussed in a bilateral teleconference or a dedicated WP meeting. The WPL then informs the PC for the planned actions.
3. The result of the bilateral teleconference or the meeting is communicated to the PC.
4. If no consensus has been reached thus far, the PC contacts the responsible persons and tries to resolve the conflict.
5. If the disagreement remains, the issue is escalated to the EB. The decision that will be made at that level will be considered as the final resolution of the issue.

Minutes of WP meetings will be drafted by the WPL following the template, to be shared with the consortium.

2.5.3 Weekly updates

The PC will be sending weekly updates (e.g., every Friday) in the form of an e-mail to inform IAM COMPACT partners about the latest updates regarding the implementation of the project. The update will include *inter alia* reminders about upcoming deliverables and project meetings, information about international events and involvement of the consortium, useful documentation and produced material and deliverables, requests for action by partners, etc. Thus, all partners can always have an updated overview of the project implementation and progress, effectively communicated.

2.6 Internal reporting

For internal project management and monitoring purposes, partners will be submitting every 18 months their actual use of human resources to the PC, for the purposes of preparing the interim (midterm and final) reports—unless otherwise necessitated by the Commission. This includes sub-contracting, travel, and other direct costs spent in the framework of the project for each of the reporting periods (Month 1 to 18 and Month 19 to 36, see below).

As far as internal reporting of human effort and other costs is concerned, a dedicated template has been created and will be used by all beneficiaries.

Finally, as per Article 20.1 of the Grant Agreement, the consortium partners will be keeping time records for the number of hours declared. These records will be in writing and approved by the persons working on the action and their supervisors, at least monthly.

Each partner will be responsible for keeping their time records, but there will be no obligation to submit them to the PC.

2.7 Official reporting

According to Article 21.2 of the Grant Agreement, the project is divided into the following 'reporting periods' (RPs):

- RP1: from Month 1 to Month 18 (i.e., September 2022 – February 2024)
- RP2: from Month 19 to Month 36 (i.e., March 2024 – August 2025)



Articles 21.3 and 21.4 of the Grant Agreement describe in detail the content of the periodic report covering RP1 and the final report covering RP2.

The periodic technical report shall consist of two parts:

- Part A, generated by the electronic exchange system in the Participant Portal, which requires that the PC, on behalf of the consortium, answer to a questionnaire covering issues related to project implementation and the economic and social impact, notably in the context of the Horizon Europe key performance indicators and the Horizon Europe monitoring requirements; and
- Part B, the narrative part that includes explanations of the work carried out by the partners during the reporting period.

The information will be regularly inserted into the template, in order to allow timely submission of the report, ensuring that all necessary information is provided to the EC. Part A will be also fed into on a regular basis.

The process to ensure high quality in the delivery of the official reports consists of the following steps (Table 12):

Table 12: Process for the delivery of the official progress reports

When	Who	What	Recipient
1 month before the end of the reporting period	PC	Asks the consortium partners to insert information in the periodic report template within three weeks	All consortium partners
1 week before the end of the reporting period	All consortium partners	Provide their technical inputs, filling in the template	PC
1 week after the end of the reporting period	All consortium partners	Provide their final resources consumption (submit their own financial statement on the Participant Portal)	EC
2 weeks after the end of the reporting period	PC	Synthesises and shares the draft periodic report (Parts A and B in Word templates) for internal review	QM, PM, EM
3 weeks after the end of the reporting period	QM	Provides feedback on the draft periodic report	PC
3 weeks after the end of the reporting period	PC	Shares PM's, EM's, PC's and QM's feedback/comments with partners and asks that concerns be addressed within one week.	All consortium partners
1 month after the end of the reporting period	All consortium partners	Provide their final inputs/ modifications, if any, in respect to comments raised affecting them, if any	PC
5 weeks after the end of the reporting period	PC	Puts together final report and submits to the EC	EC

The above time schedule provides the PC with three extra weeks to address, if necessary, any remaining issues before eventually submitting the report to the EC, as per Article 21 of the GA.

For associated partners (UNIGE and Imperial), this otherwise-template process will be done with respect to their internal processes and obligations towards their funding bodies (SERI and UKRI, respectively).

2.8 Quality Assurance of Deliverables

In this section, the necessary activities to assess, analyse, and improve the quality of project outputs are described.

2.8.1 Review roles and responsibilities

The following actors will be engaged in the process for the review of deliverables.



Quality Manager (QM): The QM, whose role can be framed like that of an Editor of a peer-reviewed scientific journal, will be supervising the quality assurance process, in close contact with the NTUA management team. For certain cases of critical deliverables (e.g., research works), the QM will review their quality and provide feedback during the 2nd round of the review process. The QM will have the authority to closely follow the progress in any deliverable on an ad hoc basis—including having the final say on a review comment, in the instance deliverable leader and reviewer disagree on the way forward.

Internal reviewers: They are responsible to thoroughly read the draft deliverable, assess its quality against pre-defined criteria (see Table 14) and provide clear comments for improvement. The internal reviewers will be involved in the first review round, following the original submission of the draft version of a deliverable. In case, during the second review round performed by the PM and the PC (see below), the quality of the deliverable is still not deemed to be in line with the standards set nor adequate for submission to the EC services, the two internal reviewers may be invited for one or more revision iterations, until the deliverable is ready for final submission to the EC services.

Deliverable Leaders: They prepare the backbone (table of contents) of the deliverable, allocate tasks to, and coordinate the work of, the contributors and are responsible to consolidate the inputs of all contributors into the draft deliverable to be submitted for review and publication. They must address the comments made by the internal reviewers to improve the quality of the deliverable.

Deliverable contributors: They are responsible to draft parts of the deliverable, as per the allocation of tasks performed by the Deliverable Leader, and to deliver their inputs in a timely way to the Deliverable Leader.

Project Coordinator (PC): The PC will be involved in the entire review process, either as one of the reviewers or in continuous communication with the PM (see below) and the team of reviewers.

Project Manager (PM): The PM will be involved in the entire review process, meaning that the PM must review both the draft version submitted for review by the respective Deliverable Leader and the revised version submitted after addressing the comments raised by the internal reviewers. The PM will be reviewing all deliverables.

Member of the management team from NTUA: One member of the management team from NTUA will oversee the final editing of the deliverable before the official submission to the Participant Portal. This is a final technical check that the deliverable complies with the template and that the deliverable is ready to be uploaded, ensuring that the text is free of spelling/grammar/syntactic/semantic errors, as well as of comments, and highlighted text. Other aspects (page numbering and table of contents, figures, tables, etc.) will be also checked.

2.8.2 Deliverable Review process

Each project deliverable will be quality-reviewed by 2-5 internal reviewers from the consortium (depending on the nature of the deliverable), by the PM, and an additional member of the management team from NTUA.

2.8.2.1 Assignment of reviewers

The PM invites, through the weekly update, all consortium partners to declare their interest in reviewing the upcoming deliverables for the next year (twelve months). Partners declare interest and the PM then allocates reviewers based on the respective partner's technical expertise and overall availability. The number of deliverables to be reviewed by each consortium partners depends on the background/expertise as well as is subject to the budget and effort share in the project (for allocation of reviewers for Year 1 deliverables, see Annex I).

2.8.2.2 Review steps

For each deliverable of the upcoming year, once the reviewers are assigned, the following steps take place to secure timely submission of the deliverable (Table 13).



Table 13: Deliverable Review process

(By) When	Initiator	What	Recipient
5 weeks before the official submission deadline	PM	verifies interest and informs of the review period/deadlines	The assigned internal reviewers
4 weeks before the official submission deadline	Deliverable Leader	submits the first draft deliverable to SharePoint and informs by e-mail the PM	PM
4 weeks before the official submission deadline	PM	informs of the submitted draft deliverable	The assigned internal reviewers
3 weeks before the official submission deadline	Assigned internal reviewers, PM	submit the reviewed deliverable with their comments (activating track changes in the Word document) to SharePoint and inform the PM by e-mail	PM
3 weeks before the official submission deadline	PM	informs the deliverable Leader and invites them to address the comments of the reviewers	The deliverable Leader
10 days before the official submission deadline	Deliverable Leader	submits the revised (second draft) deliverable to SharePoint and informs the PM by e-mail	PM
5 days before the official submission deadline	PM	reviews the revised deliverable; and submit it to SharePoint for final editing	PM
2 days before the official submission deadline	Assigned member of the management team from NUTA	copyedits the deliverable and informs the PM	PM
2 days before the official submission deadline	PM	Submits the deliverable to the Participant's Portal	SyGMa
2 days before the official submission deadline	PM	Informs about the submission of the deliverable	All consortium partners

The quality of the deliverables will be assessed against specific quality criteria to ensure uniformity and consistency in the review process of all deliverables and to ensure the reviewers' clear understanding of and compliance with the process. The criteria, along with the aspects to be investigated, are outlined in Table 14:

Table 14: Quality criteria for deliverables

Quality Criteria	Description
Clarity	The language of the text is clear (proper sentence structure is used); The text is in English (UK); The text is unambiguous; The terminology, including acronyms, is explained; There are no spelling errors; Any potentially sensitive information is appropriately worded
Completeness	All aspects of the deliverable, as described in Annex I (Part A) of the GA, are comprehensively addressed
Accuracy	All factual information used in the deliverable is supported by the respective references
Added value	Each aspect of the deliverable is analysed in adequate detail;



Quality Criteria	Description
	The deliverable has scientific and/or policy value, as envisaged by the project; The language of the text is useful to the targeted audience (e.g. scientists, policymakers, etc.)
Relevance	The content is relevant to the scope of the deliverable; The deliverable is relevant to the targeted readers/audience
Compliance	The text is written in line with the deliverable template
Originality	The text does not violate academic integrity and avoids plagiarism. It includes appropriate attributions and citations when paraphrasing and summarising the work of others.
Conciseness	The text is clear and does not include vague words or language. It avoids repetition, tautology, and unnecessary words.

Clear instructions will be given to all reviewers by the PC and the QM so that they assess the deliverables against all the above-mentioned criteria when they perform the review.

2.9 Quality Assurance of other material

The other scientific and policy-related outputs of the project—i.e., the project commentaries, policy briefs, and working documents—will also be reviewed before they are published, mainly for compliance with the respective templates. As there are no deadlines and no formal submission for these materials, the process only includes one step, delivery of the draft document by the dissemination leader, based on the inputs of the authors, and a technical check by the management team from NTUA (as a bare minimum).

Templates are also developed for other, communication-related, project material (e.g., newsletters and press releases). For this type of resource, the management team from NTUA will be reviewing the content of every produced resource for completeness and scientific relevance, its compliance with the obligations set out in the Description of the Action, and its format for compliance with the respective template.



3 Quality assessment

3.1 Evaluation framework

The consortium has defined two levels of self-evaluation of the IAM COMPACT project.

The first one is related to the assessment against the performance indicators set under the expected policy, societal, and research/scientific impacts reflected in Annex I (Part B) of the Grant Agreement. The second one is associated with the internal processes and the quality of operations of the project. The performance indicators are meant to measure the performance of the consortium against the principles and processes presented in the current QMP.

The team responsible for the quality assessment tasks, such as the data collection, data analysis and synthesis and reporting, is the project management team from NTUA, supervised by the PC and coordinated by the PM. NTUA will be collecting data regularly, closely working with all partners, and will be updating the values of the indicators on a six-month basis, which will allow the consortium to take corrective measures if needed, in a timely manner.

3.2 Performance indicators

The tables in Annex II and Annex III summarise a) the indicators per outcome and impact and b) the communication and dissemination indicators respectively. For each indicator, the target values are extracted from Annex I (Part A) of the Grant Agreement and the column for the current value will be updated on a six-month basis (the current value at the beginning of the project is zero).

Annex IV refers to the indicators for the assessment of the quality of operations and processes of implementation.



4 Risk management plan

The Risk Management Plan consists of the identification of the technical (research-oriented) and management (project implementation-related) risks; the assessment of their degree of occurrence, and of their potential impact; and of reducing the possibility of materialisation for each one of the risks already foreseen in the design of the project by planning the necessary mitigation measures to be taken during implementation.

4.1 Risk analysis and mitigation measures

The risk probability and impact are reflected in the following linguistic values (Table 15).

Table 15: Linguistic values for risk impact and risk probability occurrence

Level of likelihood	Level of severity
Low	Low
Medium	Medium
High	High

Table 16 presents the risks that have been identified already since the proposal phase and the proposed mitigation measures.



Table 16: Identified risks in IAM COMPACT and the proposed mitigation measures

Risk ID	Description of Risk	WPs Involved	Risk Likelihood	Risk Severity	Proposed Risk Mitigation Measures
1	Partner(s) unable to contribute	All	Low	High	Rigorous project management. Failure of individual participants will lead to immediate assessment of capabilities and task reassignment. Partners have adequate range of technical skills and can take over tasks if needed.
2	Partners' contribution to outputs are not delivered on time	All	Medium	Low	Quality management, early directions for timely outputs. Monthly calls on WPs (reviews/ appropriate revisions) for corrective actions. These actions refer to the internal adjustment of the tasks and have no impact on delays in submitting deliverables to the Agency/EC. 11 of 47 deliverables in first year indicating issues; 10 milestones to track progress.
3	Low scientific and technical quality of deliverables	All	Low	High	Rigorous quality management. First deliverable drafts one month prior to deadline, for thorough internal review, detailed feedback by Coordinator, 2-5 reviewers. Partners have excellent track record for scientific quality.
4	Limited engagement of stakeholders, limited international cooperation	WP2	Medium	Medium	Partners have large networks, experience in engaging key stakeholders, formation/ maintenance of CDE nodes. 26 key organisations (policy, academia, industry, etc.) have shared support letters. Support from SAB.
5	Lack of coordination with other actors, wrong expectations	All	Low	Medium	Acknowledging challenges associated with the scientific paradigm to date and the requirement of inclusiveness in the climate dialogue, IAM COMPACT is oriented on cocreation with stakeholders (WP2).
6	Limited participation of external experts	WP6, WP3, WP2	Medium	Low	Robust and rigorous CDE plan elaborated in Task 6.3, promoting project (outcomes) with all possible means. To maximise participation, we will use existing knowhow in establishing effective communication platform.
7	Difficulty in organising and attending stakeholder interactions:	WP2	Medium	Medium	Organisation responsibility for physical stakeholder interactions centrally by Bruegel. #staygrounded: some workshops online, acknowledging COVID-19 implications may hinder traveling of partners/stakeholders.
8	Difficulty in organising capacity development activities	WP6	Low	Medium	European partners to join remotely (webinars and remote workshops), use state-of-the-art tools to activate discussions and stakeholder feedback; experience of last 1.5 year to work remotely in a highly efficient manner.
9	Limited policy impact due to COVID-19 and delays to major policy or science processes	All	Low	Medium	Project planning fits well in policy schedule. If COP sessions further delayed (as with COP26) and Global Stocktake or IPCC/other processes affected, envisaged impact partly beyond project duration. COVID seen as 'research opportunity' to use models in extreme/ disruptive conditions.



Risk ID	Description of Risk	WPs Involved	Risk Likelihood	Risk Severity	Proposed Risk Mitigation Measures
10	Limited transparency of the modelling processes	WP3	Low	High	Open protocols for modelling, scenario building and model development early & regularly updated. Stakeholders to drive model development/use. Datasets in open repository. Any new models/modules in open access.
11	Vulnerability of modelling to different types of uncertainty	WP6, WP3, WP4, WP5	Low	Medium	Robustness of modelling is a core aim (multi-model inter-comparisons). Further enhancing robustness of outcomes against uncertainties one of the core WPs (WP5). To pioneer new scenarios that better represent extremes, disruptive innovation, and behaviour changes in models, tested through hindcasting on empirical data. Novel model inter-comparison framework.
12	Limited legitimacy of models, methods, and tools	All	Low	High	Technical/policy briefs on model capacity. Modelling carried out in open access platform, with specifications co-defined with policy/stakeholders, who also drive modelling processes and co-develop modelling needs.
13	Limited contribution to major international scientific assessments (e.g., IPCC reports)	WP6, WP3, WP4, WP5	Low	Medium	Partners participate in networks supporting assessments (IAMC, EMF, etc.). 11 partners are IPCC AR6 authors; several project models directly contributed to IPCC AR6. Steering efforts to supporting climate dialogue, SAB features personalities with remarkable track record in IPCC reports.
14	Partners in conflict areas unable to perform due to the conflicts and/or particular geopolitical situation	All	Medium	Medium	Online capacity development and training activities will be pursued with partners located in conflict or otherwise geopolitically sensitive areas, if physical interactions are infeasible. The project will keep flexibility throughout its two co-creative cycles and shift capacity development and policy/scientific processes appropriately to ensure proper engagement of local stakeholders and overall implementation of the action with and in these countries. In particular, on the modelling side, consortium partners have collaborated in the past with these partners, so basic research infrastructure is already shared. More importantly, on the training side, international arenas can be used (e.g., EMP-A, and the Joint Summer School on Modelling Tools for Sustainable Development), avoiding conflict territory. Such arenas feature both training and a high-level political forum, allowing consortium, local analysts, and stakeholders to meet and progress. If tensions further escalate, self-learning material can be shared with, and online assistance be offered to, key analysts from the local teams.



ANNEX I: Allocation of reviewers to deliverables (Year 1)

Work Package	Deliverable Number	Deliverable Name	Due Date	Deliverable Leader	Reviewer 1	Reviewer 2	Reviewer 3	Reviewer 4	Reviewer 5
2	1	Stakeholder Engagement Plan	30/11/2022	Bruegel	Imperial	Aalto	NTUA	-	-
1	1	IAM COMPACT visual identity & website	30/12/2022	UPRC	NTUA	UPRC	-	-	-
3	1	I ² AM PARIS Upgrade Plan	30/12/2022	NTUA	BC3	E3M	UVa	KTH	-
2	2	Scoping policy relevant Research Questions	31/01/2023	Bruegel	POLIMI	NTUA	CARTIF	WI	-
1	2	Quality Management Plan	28/02/2023	NTUA	CICERO	Imperial	UNIGE	UPRC	-
6	1	IAM COMPACT CDE plan	28/02/2023	UPRC	NTUA	WI	-	-	-
4	1	From policy needs to scenario frameworks	31/03/2023	CARTIF	CICERO	Bruegel	Aalto	NTUA	E3M
3	4	Model interlinkages and integration	28/04/2023	Aalto	BC3	Bruegel	POLIMI	NTUA	AAU
4	3	Broad scenario logic	31/05/2023	CICERO	CARTIF	POLIMI	Bruegel	NTUA	-
3	6	Open science protocols	30/06/2023	BC3	Imperial	KTH	NTUA	UNIGE	-
1	3	Report on Project and SAB Meetings	31/08/2023	NTUA	NTUA	Bruegel	-	-	-



ANNEX II: Outcome & Impact Indicators

Expected Outcomes (EO) / Expected Impacts (EI)	Performance Indicator / Targets
EO1	Provision of information for the preparation of climate policies and national planning for the post-2030 period, in light of the Paris Agreement goals and the need to reduce global net greenhouse emissions to zero by 2050
	(i) over 20 scientific publications on national/ regional & global post-2030 pathways, considering extreme events, disruptive changes, societal innovations, gender, SDGs; (ii) over 10 policy briefs for EU and partner countries; (iii) 2 reports on national, regional, & global mitigation pathways for the post-2030 period (D4.5-D4.6); (iv) 2 reports on sectoral & cross-sectoral aspects (D4.7-D4.8); (v) 2 reports on sub-national deep-dives in Europe (D4.9-D4.10); (vi) 1 impact analysis of COVID-19 recovery strategies (D5.1); (vii) 2 reports on social & gender implications of Paris-compliant climate action (D5.2-D5.3); (viii) 2 reports on resilience against extraordinary extremes (D5.4-D5.5); (ix) 2 reports on social/disruptive innovations & behavioural changes (D5.6-D5.7); (x) 2 reports on climate action and sustainable development (D5.8-D5.9); (xi) a novel multi-model study framework (MS10)
EO2	Enhanced international cooperation among the modelling community and other relevant stakeholders to expand the provision of robust in-country advice to decision-makers around the world
	(i) over 15 scientific publications on national & global mitigation pathways jointly produced with other research projects and non-consortium teams; (ii) at least 10 events jointly held in collaborations and synergies with other/sister research projects; (iii) policymakers from four non-high-income countries using modelling applications (co-)developed in the project to underpin their climate action; (iv) increased confidence in modelling results among members of the policy steering groups, measured at the beginning and the end of the project through a survey (expected positive feedback at the end of the project: 80%); (v) 2 reports on stakeholder co-created research questions (D2.2-D2.3); (vi) 2 reports on transparent, multi-layered co-creation of the two cycles (D2.4-D2.5); (vii) 2 reports translating policy needs into scenarios (D4.1-D4.2); (viii) documentation of consortium models in non-technical language for all audiences (MS8); 2 reports on orchestrating (MS4) and implementing innovative synergies with other projects (D3.10)
EO3	Enhanced mutual learning among the modelling, social science, and policy communities to ensure coherence between different tools used to inform climate action, and consistency with the best available and open science
	(i) at least 10 consortium-wide scientific interdisciplinary/transdisciplinary publications; (ii) at least 2 scientific papers on interdisciplinary modelling science frameworks; (iii) at least 7 new, open modelling tools (D6.7-D6.8) & accompanying training material (MS6); (iv) increased understanding in modelling concepts among policy steering group members, measured at the start and end of the project through a survey (>50% higher perceived understanding); (v) at least 5 I ² AM PARIS workspaces with interdisciplinary insights (including from social sciences & humanities); (vi) at least 200 modelling researchers, 100 social scientists, 200 policymakers in stakeholder database; (vii) at least 50 local stakeholders (modelling, ministry, etc.) from 4 non-high-income countries in stakeholder database; (viii) at least 10 submissions to modelling consortia (IAMC, EMF, EMP-E, etc.) meetings; (ix) at least 25 participations in relevant scientific conferences; (x) 2 reports on open data management



		(D3.2-D3.3); (xi) 2 reports on the open science protocols guiding the project (D3.6-D3.7); (xii) two upgrades of I ² AM PARIS with new models, new features, and new workspaces (D3.8-D3.9); (xiii) 2 reports on global and national sectoral drivers, barriers, and policies (MS5, D6.6); (xiv) an exhaustive policy catalogue shared with the modelling community in I ² AM PARIS (MS9); (xv) 1 new set of model evaluation & diagnostics indicators (MS7); (xvi) 2 reports on interdisciplinary dialogue for model integration (D3.4-D3.5)
EI1	Advancing knowledge and providing solutions in earth system science; pathways to climate neutrality; social science for climate action; and better understanding of climate-ecosystems interactions	(i) EC cites evidence from project outputs on the design of its post-2030 climate policy, including interactions with SDGs, and its post-pandemic responses (including in various EC dialogues, fora, and workshops organised by the EC); (ii) acknowledgement of the project in the development of national energy and climate action plans, in at least ten countries within and outside Europe; (iii) explicit linking of published NDCs to evidence codeveloped with stakeholders within IAM COMPACT, in at least 4 major emitters and 4 non-high-income countries;
EI2	Contributing substantially to key international assessments	(i) at least 30 references to project outputs in IPCC AR7 and/or upcoming special reports; (ii) project acknowledgement in IPCC AR7 and/or special reports (over 200 new scenarios submitted to AR7); (iii) outcomes referenced in UNEP's Emissions Gap reports
EI3	Strengthening the European Research Area on climate change	(i) contribution to establishing enhanced I ² AM PARIS platform as a vessel of the European modelling community (at least 5 Horizon projects supporting its operation); (ii) at least 70 climate mitigation models supported by I ² AM PARIS; (iii) open national/regional models exploited by at least 10 IAM teams after the project ends
EI4	Increasing the transparency, robustness, trustworthiness and practical usability of the knowledge base on climate change for use by policy makers, practitioners, other stakeholders and citizens	(i) at least 10 new workspaces explained in the I ² AM PARIS platform; (ii) harmonisation & model integration/evaluation protocols established in modelling society; (iv) at least 10 non-academic articles in media



ANNEX III: Communication and Dissemination activities and indicators

Task	Dissemination and exploitation objectives	Main dissemination channel/activity	Months
T2.1	Create a protocol and a communication strategy to govern stakeholder engagement	Dialogue-driven protocol shared through the platform and direct consultation with stakeholders. See Deliverable D2.1 “Stakeholder Engagement Plan” available on the project’s website (link).	3
T2.2	Identify and engage with the most relevant stakeholders for each geographical context	Use existing databases, mapping techniques to populate database, establish policy steering groups. See Deliverable D2.1 “Stakeholder Engagement Plan” available on the project’s website (link).	1-36
T2.3	Ensure stakeholder dialogue and engagement with and within the policy steering groups	Interviews, phone calls, meetings, questionnaires; e-meetings, webinars, surveys, workshops. See Deliverables D2.2-D2.5 (forthcoming).	1-36
T3.1	Assess and improve specifications of knowledge exchange in the field of integrated assessment, sectoral, and energy modelling	Exchange with leading platforms worldwide, like EMF, IAMC, EMP-E, IEA-WEO, CCG, & H2020 (e.g., ECEMF) and Horizon Europe projects. See Deliverables D3.1-D3.3, MS4, and D3.10 (forthcoming).	3-36
T3.2	Foster dialogue across scales and disciplines among consortium and modelling community	Interdisciplinary approaches and integration; diagnostics and evaluation protocols; synergies. See Deliverables D3.4-D3.5 (forthcoming).	3-36
T2.3, T6.2	Ensure comprehensibility of modelling information by all stakeholders at all scales	Policy briefs, videos, infographics, newsletters, articles, and commentaries. See Deliverables D6.4-D6.5 (forthcoming).	1-36
T3.4	Expansion of the I ² AM PARIS platform, establishing it as a vessel of the EU and international modelling community	Enhanced I ² AM PARIS platform: updated model information, workspaces, insights, diagnostics, protocols; open science principles; FAIR data. See Deliverables D3.1 and D3.8-D3.9 (forthcoming).	3-36
T3.5	Create synergies with and among other modelling research projects and consortia	Regular progress updates, joint events/workshops/ webinars, alignment of activities, etc. See Deliverables MS4 and D3.10 (forthcoming).	7-36
T6.3	Boosting scientific outreach of project methods and results	Articles and special issues in high-impact journals, conferences. See Deliverables D6.4-D6.5 (forthcoming).	7-36
T6.5	Support & promote ownership of tools among non-high-income countries stakeholders	Capacity development workshops in the four non-high-income partner countries. See Deliverables MS6, MS8, and D6.7-D6.8.	1-36



Activity	Objective	Expected audience	Monitoring tool
IAM COMPACT visual identity (Task 1.2)	Creating distinctiveness and appeal of the project to policymakers, stakeholders, and the public	<u>All stakeholder groups</u> : policy makers, industry, researchers, society (NGOs, activist groups)	Summary of all monitoring means
Enhanced I ² AM PARIS platform & model documentation (Task 3.4)	Facilitating data harmonisation and modelling. Fostering stakeholder cocreation of modelling assumptions, parameters, and scenarios	<u>Policy, industry, and academia</u> 3,000 unique users/year 40% of return visitors <50% bounce rate	Google Analytics, GitHub metrics (viewers, forks, etc.)
Project website (Task 1.2)	Aiming to present and disseminate the project's results as well as to be a referenced source with useful material and links related to the climate debate	<u>All stakeholder groups</u> 3,000 unique visitors/year 40% of return visitors <50% bounce rate	Google Analytics account set up when website launched
Commentaries, briefs, bi-monthly newsletters (Task 6.2)	Creating awareness and informing stakeholders on progress; reports and commentaries of policy interest	<u>All stakeholder groups</u> 4,000 recipients/downloads 30% opening rate	Email monitoring system; Website download analytics
Social Media channels (Task 6.1)	Creating awareness and familiarity with the project topic, objectives, and results among citizens, policy makers, scientists and other groups	<u>Civil society, academia</u> #iam-compact hashtag used 1,000 times on social media, 500 followers on LinkedIn	Twitter, Instagram, and LinkedIn analytics, Twitonomy
Infographics and Videos (Task 6.2)	Creating awareness and familiarity with project objectives and results (especially among non-experts)	<u>Civil society, policymakers</u> >1,500 views (videos) 400 downloads (infographics)	YouTube/ Instagram statistics; Nr. of downloads
Open access self-learning training Material (Task 6.5)	All the training material developed in Task 6.5 publicly available and used in case-study countries and by stakeholders	<u>Young modelling teams/minds</u> 100 downloads/year per training kit from the project website or linked platforms	Google Analytics
Blog posts, press releases, articles in news sites (Task 6.2)	Articles on climate, environment, energy, biodiversity, sustainability in leading news/media websites/blogs	<u>Civil society</u> >10 articles and press releases in the project's lifetime	Media monitoring; Copies of articles shared on website
Networking activities with EU projects under same or relevant topics (Task 3.5)	Creating awareness of the project and sharing results among the energy research, social science, and	<u>Academia</u>	Digital monitoring, Nr. of joint papers & Acknowledged projects in papers



	modelling communities	Project reference in 20 projects (websites, reports, etc.), joint papers and project meetings	
A final EU Conference (Task 6.1)	Sharing the final project results	<u>All stakeholder groups</u> Audience of 70-100	Nr. of attendees; minutes; photos
Scientific Outreach (Task 6.3)	Academic dissemination of the project's results (open access)	<u>Academia</u> > 35 papers; > 30 conferences	Digital monitoring



ANNEX IV: Quality indicators

Performance Indicator	Targets
% of comments of reviewers addressed by the Deliverable Leaders/authors	>90%
Average Delay (in days) in the submission of draft deliverables for internal review	<7
Average Delay (in days) in the submission of the final deliverables to the Participants Portal	0
Average number of inconsistencies according to the deliverable template (format, layout, spelling, etc.) in the versions ready for the final editing before submission	<3
% of internal effort reports delivered on time	>80%
Delay (in days) in the submission of the periodic report	0
Delay (in days) in the submission of the final report	0

