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CIPS MID-TERM PROGRESS REPORT

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A) PROJECT

1. **Reference number** of the project

CIPS 2011/4000002108 COM

2. **Title** of the project:

UPSIDEDOWN PROTECT

3. **Coordinator** of the project:

REGIONE LOMBARDIA, Mr. ANDREA ZACCONE

4. **Start date and end date** of the project

1-9-2012
30-9-2014

5. **Country (ies) and Partners** (Co-beneficiaries and Associate Partners) involved in the project

Agenfor Italia, Italy
AMFM, Italy
Argona Security, Sweden
Centre for the Study of Democracy, Bulgaria
CZSTT, Czech Republic
IBSTT, Spain
PLUS, Austria
TST, Ireland
EUROGI, Slovenia
PIAP, Poland

6. If the European Commission set out **conditions** in its award notification letter, how are these conditions being fulfilled?

N.A

7. Amongst the **planned activities** in the project financed by the European Commission, please outline those that have been **implemented** so far.

The technical project activities started later due to all necessary intermediate contracts, agreements and financial burdens necessary for the success of the activities. For this reason the project implementation had a slight delay in the delivery of some work packages while produced some anticipated outputs/results for others. However, in general terms, the project activities, outputs and deliverables are in line with the planned activities and the results achieved so far are extremely positive.

WP 1 PROJECT MANAGEMENT

WP 1 is in line with the planned activities. The 1st Steering Committee was held in Milano, Italy, on the 20-21 January 2013. **In Annex 1** copy of the Meeting Report with the power point presentation and and participants' signatures. Photos are available in the related project web page <http://www.upsidedownprotect.eu/index.php/photos> . During the 1st SC, among other issues, the partner CSD introduced the evaluation strategy (WP 1.1) that is now part of all project activities. Documentation is available in <http://www.upsidedownprotect.eu/index.php/8-sezioniprincipali/3-evaluation> . Since then the evaluation reports are part of all SCs.

The 2nd SC was held on the 19-20-21/5/2013 in Madrid, Spain. **In Annex 2** copy of the Meeting Report with the power point presentations, meeting minute and participants' signatures. Photos are available in the related project web page <http://www.upsidedownprotect.eu/index.php/photos> . Among other decisions, in this SC we designed the web portal, then published in <http://www.upsidedownprotect.eu> and the project brochures (on line version available in <http://www.upsidedownprotect.eu/index.php/project-brochure> and hardcopy attached in **Annex 3**.

The 3rd SC was held in Pilzen, CZ, from the 19th until the 21st of September 2013. **In Annex 4** copy of the Meeting Report with the power point presentations, meeting minute and participants' signatures. Photos are available in the related project web page <http://www.upsidedownprotect.eu/index.php/photos> .

WP 2 EUG ORGANIZATION

Also the activities foreseen in WP2 are in line with the project provisions. A specific methodology to select and appoint external experts has been designed and approved during the first SC in form of a ToR (**Annex 5**).

The EUGs are organized in form of conferences and Team Works with specific exercises based upon questionnaires that are compiled by the different experts. The model of questionnaires are attached in **Annex 6** and the filled questionnaires (so far approx 50) will feed WP 5 and 6.

The calendar of the different activities, responsibilities and territorial competences are published in the web portal <http://www.upsidedownprotect.eu/index.php/eug>

Until now 3 EUGs have been organized parallel to the three SCs, the first in Madrid, the second in Milano and the third in Pilzen.

WP 3 MAPPING

The preliminary result of this first group of EUGs is the anticipated design and approval of the

preliminary Guidelines for the Underground Mapping, designed by Eng. Boi, Arch. Arcangeli and Eng. Marchi. The preliminary documents, still under elaboration, is attached in **Annex 5** and will be part of a large documents foreseen in WP 5.

However this anticipation of project activities was necessary due to the importance of the Guidelines to map the underground and define a pilot test. Based upon these Guidelines we have mapped a specific area of the Milano Province, that is of specific relevance for the Universal Expo 2015. Results of this mapping activity, developed in line with the above mentioned Guidelines, is now available in the official web portal of Regione Lombardia http://www.ors.regione.lombardia.it/cm/pagina.jhtml;jsessionid=0DE4AC72AAFA6BE158046B5B639F1F5D.node1?param1_1=N13b8956950d19ba88a7. Due to the sensitivity and quality of the data collected the portal requires a password for its access. In a separate email we provide the Commission with a password to check this deliverable.

WP 7 EP3R

This activity started parallel to the selection of the EUG experts, therefore it is somehow anticipated in relation to the project Timetable. In fact 92% of the experts who attended the EUGs belongs to external organizations that are now participating to the project activities in different form.

WP 8 DISSEMINATION

The dissemination activities started with the first SC in Milano, where the project logo was designed and a corporate communication strategy define.



It continued with the second ISC in Madrid, where the decisions concerning the project Web Portal was taken. The portal was published in June 2013 <http://www.upsidedownprotect.eu> and represent a key component of the overall communication strategy. Another important instrument to contact utilities and stakeholders is the brochure, available on line <http://www.upsidedownprotect.eu/index.php/project-brochure> and hardcopy and in 5000 copies (sample attached in **Annex 3**).

A number of initiatives were taken in order to disseminate the activities of the project. Information on the project can be found in all different partners' website as verifiably clicking on the following links:

<http://www.gsdi.org/node/689>
<http://www.agenformedia.com/upsidedown-protect.html>
<http://www.eurogi.org/108-latest-news/272-eurogi-is-participating-in-the-upsidedown-protect-project>
http://inspire-forum.jrc.ec.europa.eu/pg/search/?q=upsidedown+protect&search_type=tags
<http://www.zgis.at/index.php/en/research/projects-current/10-ec-efre/78-upsidedown-project-2013-2014>

Moreover, Regione Lombardia has been issuing periodically the magazine "Upsidedown". This magazine represents a forum of dialogue for all the major actors in this industry and a constant source of information on the topic.

8. Amongst the **planned activities** in the project financed by the European Commission, please outline those that have **not been implemented** so far. Please indicate at which stage of the project they will be implemented.

Due to the late project start and the complexity of the activity we have a slight delay in the implementation of WP 4 'Risk Analysis and Vulnerability Test' (2 months). This delay depends from the fact that we needed the preliminary mapping to select the site of the test, because the exercise requires a number of technical data (pipe diameters, analysis of the water, pressure in the line, population affected, etc.). All these data are made available by WP 3 and are now in the Data Base attached to the mapping.

The foreseen test will be implemented between end December 2013 and January 2014 within the framework of a larger initiative carried out by Metropolitane Milanesi (Local Water Utility), an external stakeholder who is part of the EP3R.

9. Have any **activities** that were not foreseen in the project financed by the European Commission been **implemented**?

All project activities foreseen in the project financed by the EC have been implemented so far, with the exception of WP 4 that will be implemented with 2 months delay for technical reasons. However WP4 planning started in September 2013, in line with budget provisions.

10. What **problems/difficulties** have been encountered so far during the implementation of the project activities? Have these been solved? If not, what remedial actions are being taken? Are the problems/difficulties going to have any foreseeable consequences on the project implementation?

As proven by the success of the EUGs, that recorded a quit large number of participants, the partner have the capacity to identify external stakeholders and involve them in the activity. However due to the geographical dimension of the project we are encountering some difficulties to grant an homogeny territorial/sectoral representativeness, capable of providing appropriate information for all foreseen country reports. This affects the homogeneity and quality of the information collected through the questionnaires. This constraints will be solved by 1) establishing a very specific back office service carried out by Maria Ladu (Agenfor, Rome) to provide detailed information on the questionnaires and how to manage it 2) appointing a very specific team among the partner technical staff to write part of the country reports as model for others.

10. Is the expenditure considered in line with the advancement of the activities?

Regione Lombardia has already paid the individual quota to each partner. Therefore all partners are in the position to implement the project activities and keep expenditures in line with the related activities. The expenditures exposed attached to this report are considered until August 2013.

For what concerns the expenditures, please note that the financial software provided by the EX seems to have a software bug. In fact we registered the following costs so far:

Heading A.....euro 53.666,68
 Heading B.....euro 10.792,35
 Heading E.....euro 17.954,31
 Heading F.....euro 3.219,40

For unknown reason some of these amounts are not registered in the Budget and Execution Summary provided by the EC and attached to this narrative report.

However the expenditures are not in line with the project activities and this for two reasons: firstly, because some partners are late in the presentation of eligible and complete documents and Regione Lombardia decided for transparency reasons no to register incomplete documentation. Secondly the expenditure registration is slowed by the problem of the experts payment.

Some partners who have implemented important project WPs, such as AMFM within WP2, and attended all EUGs or ISC, are late in providing all salary slips, copy of the money transfers, fiscal parts, etc. The project coordinator in cooperation with the financial unit is working to support the partners in these procedures.

For what concerns the experts, until now individual payments have been made but this procedure is too complex considering that the related budget heading is controlled by Regione Lombardia, that has a public procedure to authorize disbursement of single individuals.

For this reason Regione Lombardia has decided to involve in the financial operation its in-house organization, Fondazione Lombardia per l'Ambiente, to speed up collection of documents and financial controls. We expect this problem to be resolved within November 2013.

The ISC has also taken the decision to submit a budget amendment to the EC to ri-modulate these costs and allocate it to an other project partner to speed up the payment operations.

Date: 30-10-2013 Place: ...Milano.....

Name of the contact person for the project: dr. ANDREA ZACCONE

Signature:

Name of the legal representative of the Coordinator: dr. ANDREA ZACCONE

Signature: