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CELISE 2022 meeting

WP5: Coordination and Management of the action

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7th December, 2022



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Amendment Status

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Submitted: 17th November 2022

Pending the review from the officer of the project

MODIFICATIONS

- Termination of beneficiaries: NIBIO and LUT
- Addition of new beneficiaries and partner organizations: ICHF, WUT, VOCATE, QAI and LATITUD
- Change of Annex 1 → beneficiaries, secondments, responsibilities
- Changes of Annex 2 (estimated Budget of the Action) → secondments, person/months

We will send you the amendment as soon as it has been approved by the EC. Now, it can be checked on Sygma, on the participant portal of the European Commission.



Secondments Plan (I)

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SECONDMENTS OF THE PROPOSAL

Note: considering the modifications made at the amendment

TOTAL: 135 PM

SECONDMENTS EXECUTED

TOTAL: 8,84 PM → 6,55% at the 31,25% of execution of the Project

Partners and secondments implemented:

Partner	Proposal secondments (PM)	Executed secondments (PM)	% implementation
Latvijas Valsts Koksnes Kimijas Instituts	12	2,07	17,25
Universidad Cooperativa de Colombia	16	3,43	21,43
Universidad Nacional de Chimborazo	10	1,47	14,7
Universidad de Cantabria	28	1,87	6,68



Secondments Plan (II)

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WHAT IS IT NECESSARY TO IMPLEMENT A SECONDMENT?:

1. A secondment plan with the description of the planned activities and competences
2. A secondment final report to be filled in with a detailed description of executed activities and achieved competences.
3. Create the profile of the researcher on Sygma (The Project platform from the EC)
4. A researcher declaration to be filled online on the CELISE platform for each seconded staff member within 20 days from the start of the secondment
5. Optionally but recommended, a Secondment Agreement to regulate the rights and obligations during the period of the secondment.



Complete guide for the reporting of secondments with templates for each document.



Complete the forecast of each beneficiary and partner organization for the following 4 months.



Continuous reporting (I)

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Actual month of the Project: December 2022 / Month 15

URGENT DELIVERABLES

Deliverable number	Title	Deadline	Leader	Template available
D1.1	Recommendations about characterization methods in in lignocellulose biomass	31 August 2022	LSIWC	
D3.1	Report of training program	30 September 2022	UC	
D5.2	Progress report 1: progress report of the first year of the Project	31 October 2022	UC	

UPCOMING DELIVERABLES

D1.2	Pre-treatments of lignocellulous	28 February 2023	UC	
D5.1	Mid-term meeting	28 February 2023	UC	



Continuous reporting (II)

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OTHER PENDING DOCUMENTS

Publications

If any, provide the following information:

DOI	/	Type of publication	/	Repository link	/	Link to the publication	/	Title
Authors	/	Title of the journal/proceedings/books series/book			/	Number		
Date or frequency of the journal/proceedings/book					/	Relevant pages	/	ISBN
Publisher	/	Place of publication	/	Year of publication				
If the publication is available in Open-Access or will it be made available: Green Open Access/Gold Open Access								
If is this a peer-reviewed publication?				/	If this is a joint public/private publication?			

SME Impact

For each company of the Project:

- Updated Turnover of the company
- Updated number of employees

Gender aspects

For each partner:

- Number of female and male researchers
- Number of females and males in the workforce other



Next work regarding management aspects

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- Complete the urgent deliverables (D1.1, D3.1 and D5.2) and submit them to the European Commission
- Complete the information regarding publications, if any, SME impact and gender aspects
- Send the information regarding the Project to the new beneficiaries and partner organizations (Grant Agreement, Secondment guidelines, etc.)
- Prepare the accession forms to the Consortium Agreement for the new beneficiaries, which will be sign as soon as the amendment has been approved.
- Prepare the upcoming deliverables
- Complete the Excel file share through Drive regarding the following secondments for each beneficiary



Contact information

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