

# ECOSEA

Protection, improvement and integrated management of the  
sea environment and of cross-border natural resources

## WP1: ECOSEA State of play

Venice, 15<sup>th</sup> February 2013

# Overview

- β Establishment of project structure:
  - β ECOSEA Steering Committee
  - β project and financial management structure
  
- β Internal communication rules
  
- β Roles and obligation of LP and each PP

# ECOSEA project structure

- Official Member of the SC + Substitute member

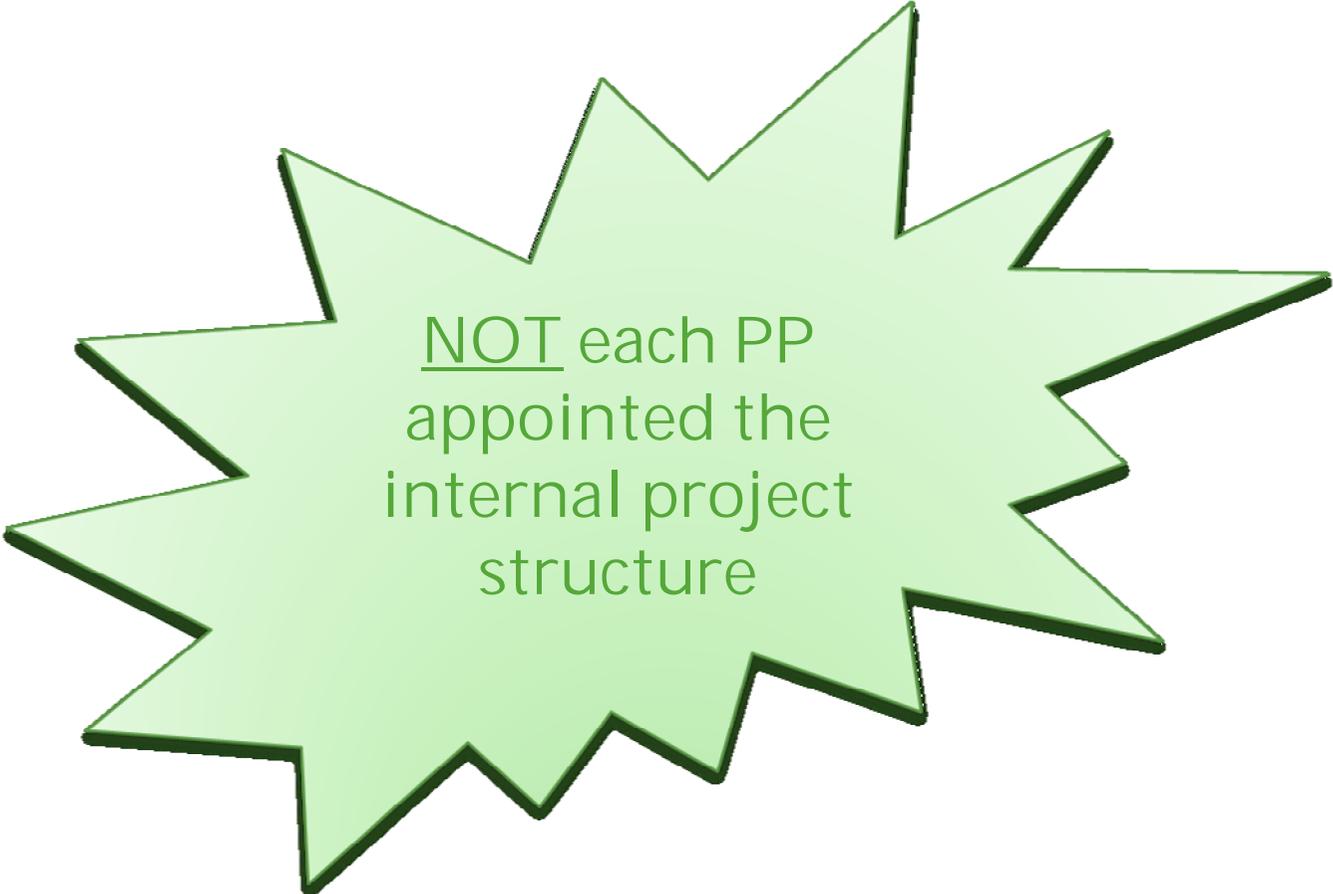
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- Project manager

- responsible  
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- Finance manager

- responsible  
expenditure  
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NOT each PP  
appointed the  
internal project  
structure

- Technical start (for technical WPs)



# Project Steering Committee (PSC)

- Is composed by one member of each PP
- Is chaired by the LP
- Jointly defines addresses and takes strategic choices concerning project implementation
- Will have an internal regulation: **RULES OF PROCEDURE**
- Meets periodically in coincidence with technical meetings or when needed (circa twice a year)

✓ **NOT each PP had to appoint one member and one substitute**

# Day-by-day project management

## a. Technical management:

- Realization of foreseen outputs in quantity, quality and with timing as in AF
- Management of communication with other PPs
- Fulfilment of publicity obligations

## b. Financial management:

- Ex-ante verification of the eligibility of expenditure
- Commitment of funds according to the AF
- Accounting of expenditure to the controllers
- Maintenance of an adequate audit trail

## c. Technical and financial reporting

- Feeding of the “Programme Information and Management System” (MIS)

# Project Steering Committee (PSC)

PARTNER	OFFICIAL MEMBER	SUBSTITUTE MEMBER
LP – VEN Region	Mario Richieri	Luca Tenderini
FB1 – FVG Region		
FB2– ER Region	Davide Barchi	Piergiorgio Vasi
FB3– MAR Region	Laura Gagliardini	
FB4– ABR Region		
FB5– APU Region		
FB6– PGZ County	Tomislav Kandžija	Hrvoje Pende
FB7– ZAD County	Daniel Segaric	Katerina Skelin
FB8– MIN AL		

# Project & finance managers

PARTNER	PROJECT MANAGER	FINANCE MANAGER
LP – VEN Region	Luca Tenderini	
FB1 – FVG Region		
FB2– ER Region	Maria Giulia Bertusi	Alberto Guerzoni
FB3– MAR Region	Laura Gagliardini	
FB4– ABR Region		
FB5– APU Region	G. Papa Pagliardini	
FB6– PGZ County	Tomislav Kandžija	Rajka Zlati•
FB7– ZAD County	Katerina Skelin	Lovre Jurisic
FB8– MIN AL		

# Project & finance managers

Project and finance managers will be supported by "PROJECT COORDINATOR" provided by LP (Veneto Agricoltura)

# Internal communication rules

- Official language of the project is ENGLISH
  - All official communication among PPs (e-mails, meetings, phone calls, etc) should be in English
    - (exception for practical/informal communication among few partners of same idioms NOT RELEVANT FOR PROJECT PURPOSES)
    - The LP is available to receive informal communication from PPs in IT, but once the communication is official must be in English
  - All project output must be produced (also) in English
- The project staff must be skilled in English

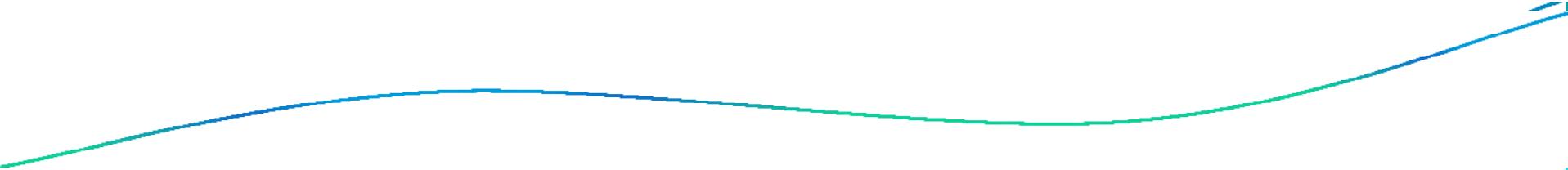
# Internal comm. Rules: E-MAILS

- All e-mails generally relevant for project purpose should have in the objects “**ECOSEA: .....**”
- Pay maximum attention to:
  - the direct addressee of your message
  - the copy addressee of your message/request
  - **LP should frequently be in cc in your e-mails:**
    - [luca.tenderini@regione.veneto.it](mailto:luca.tenderini@regione.veneto.it)
    - [ecosea@regione.veneto.it](mailto:ecosea@regione.veneto.it)
    - [ecoseaproject@gmail.com](mailto:ecoseaproject@gmail.com)
- Written notices must comply with the characteristics of clarity, conciseness, care, well-timed
- **REPLY to E-MAILS!!!**

# Roles and obligation of LP and PPs

- The LP is available for BILATERAL MEETING upon request:
  - made with official letter or e-mail;
  - stating the reasons for the bilateral meeting;
  - made with proper advance.

LAST REMIND:  
BE AWARE AND RESPECT  
PROJECT DEADLINES



Thank you for your attention!