



Coordination Action

“Towards integrated European marine research strategy and programmes”





WP 10 – Coordination and Management

This WP will take care of the efficient management of the SEAS-ERA and the coordination of the different WPs.

The main objectives will be:

- Build a sense of common purpose among the consortium members; and enlarge the network to include eventually new or associated partners.
- Liaise with external initiatives and relevant bodies.
- Provide effective management of the consortium and activities in adherence with the WP.
- Oversee the co-ordination of activities and the collection of the project information.

These tasks will be accomplished by a dedicated Secretariat.



Task 10.1 - Project coordination and network development (Task leader: MICINN)

The Coordinator, supported by a Secretariat, will be responsible for the following tasks:

- Oversee the project activities;
- Coordinate the links and interactions between thematic and regional WPs;
- Preparing, updating and managing the Consortium Agreement (CA), and the terms of reference of all network structures (**D 10.1.1**);
- Coordination and support of the Network Steering Committee and Management Team;
- Preparation and chairing of NSC and MT meetings; preparing minutes;
- Implementing recommendations of the SC



Task 10.2 - Interaction with other initiatives and stakeholders

(Task leader: MB-ESF)

The definition of regional and pan-European research agendas, along with the establishment of trans-national funding mechanisms, is of crucial importance and has to avoid any overlapping with existing initiatives, exploring potential synergies.

In this sense, the task leader will promote, directly or through the different WPs, the interface with relevant initiatives and bodies, in particular:

- with other ERA-Nets work (e.g. MariFish, EUROPOLAR, BIODIVERSA, CIRCLE, ...)
- with relevant networks and associations on marine science and technology (e.g. the European Technological Platforms, the European Network of Maritime Clusters, etc.)
- with relevant policy and industrial end-users, including Business and Innovation Centres
- with the major FP7 projects such as: ENCORA/SPICOSA on ICZM HERMES/HERMIONE on Deep-Sea Science; THOR/EPOCA on Climate Change, etc.



Task 10.3 - Project Management (Task leader: MICINN)

The Secretariat will be responsible for:

- The overall legal, contractual, ethical, financial and administrative management of the consortium, according to the EU rules;
- Maintaining communications and periodic reporting to the Commission (**D 10.3.1**);
- Obtaining the financial information and audit certificates by each of the participants;
- Collection of all information generated;
- Provide project information and monitor the update of project web site;
- Produce final report, which summarizes what has been achieved by SEAS-ERA and the agreed steps to be taken to ensure durability of the marine RFOs platform and all that it has achieved (**D 10.3.2**)
- Produce at the end a report on “Awareness and Wider Societal Implications”, dealing with horizontal project-related issues (**D 10.3.3**)



Reports

- **Months 18, 36 and 48:** periodic reports detailing the activities of the period.
- **Months 18, 36 and 48:** periodic financial management reports.
- **Months 18 and 36:** report on suggested review of the description of the DoW.
- **Month 48:** audit certificates for partners concerned by the FP7 financial rules.
- **Month 48:** final report of the project.
- **Month 48:** final financial management report.
- **Month 48:** Dissemination knowledge and Awareness and wider societal implications reports.

