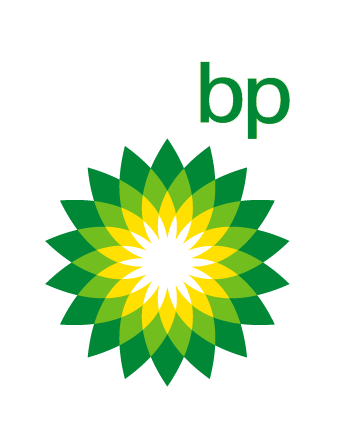
** **

**bp-ICAM Research Project Annual Report**

**December 2021**

**Project No. ICAMXX**

**Project Title [insert]**

**Project Details**

|  |  |
| --- | --- |
| **Project Title:** |  |
| **Project Reference:** |  |
| **Principle Investigator:** |  |
| **Co - Investigators:** |  |
| **bp-Mentor(s):** |  |
| **Fundamental/Applied:** |  |
| **Research Personnel:** | *Please indicate against name whether resource is PDRA, PhD etc. and host institution.* |
| **Project Start date:** |  |
| **Project End Date** |  |

**Executive Summary (Annual Summary of Progress for bp-ICAM EoY Report)**

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| --- |
| *No more than 1 page per project or per work package for large projects.*  *Include a brief description (2-3 lines) of the effort in the previous year, the industrial relevance of the project and then the highlights on research progress in this year in simple language and why this is important for bp. Please provide relevant pictures and define any acronyms used.* |

**HSSE**

|  |
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| *This is in relation to your bp ICAM project and local laboratories - Please report by university, providing a brief explanation of Health and Safety activity within the year, including training and improvements made. Where lab has undertaken bp walkthrough, please detail suggestions which have been addressed. Finally include numerical data on:*  *Total no. of safe acts/conditions observed in quarter:-*  *Total no. of near misses observed in quarter:-*  *Total no. of accidents/incidents reported in quarter:-*  *Total no. of local lab walkthroughs in quarter:- Total no. of safe acts/conditions observed in quarter:-*  **HSSE Notes:** |

**Detailed Annual Report:**

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| *Detailed report on progress over the year including; major findings, highlights, IP, risks to delivery (and mitigation plans), outreach activities, interactions with hub/spokes/bp members, potential links to cross sector businesses, state-of-the-art positioning of your project . Try and limit this to 15 pages* |

**Planned Activity for Following Year:**

|  |
| --- |
| *Describe the activities planned for the next period and describe any plans to mitigate any delay to the contracted programme:* |

**Changes:**

|  |
| --- |
| *Please detail any significant changes to the project, anticipated effect on project deliverables, programme and budget:* |

**Publications and IP**

|  |
| --- |
| *Please list any agreed publications, patent applications, or other IP protection and any additional interest/attention received by your project* |

**bp Mentors Comments:**

|  |
| --- |
|  |

**MILESTONES:**

**\*Formally contracted or amended milestones should be included alongside any further agreed project milestones.**

**Blue - 'complete'; Green - 'on-track', Yellow - 'concern but doable', Red - in trouble or overdue; Purple - 'Reprioritised'**

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| --- | --- | --- | --- |
| **MILESTONE** | **TARGET DATE** | **STATUS** | **COMMENTS** |
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