**TECHNICAL REVIEW REPORT**

Project Acronym:

Project title:

Project starting date:

Project duration:

Project web site:

Period covered by the technical review report

from ………………… to ……………………

Names of experts:

**1. OVERALL ASSESSMENT**

a. Executive summary

Comments, in particular highlighting the scientific/technical achievements of the project, its contribution to the State of the Art and its impact:

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* Excellent progress (the project has fully achieved its objectives and technical goals for the period or has even exceeded expectations).
* Good progress (the project has achieved most of its objectives and technical goals for the period with relatively minor deviations).
* Acceptable progress (the project has achieved some of its objectives; however, corrective action will be required)
* Unsatisfactory progress (the project has failed to achieve critical objectives and/or is not at all on schedule).

b. Overall recommendations (e.g. on overall modifications, corrective actions at WP level, or re-tuning the objectives to optimise the impact or keep up with the State of the Art, or for other reasons, like best use of resources, re-focusing…).

**2. OBJECTIVES and WORKPLAN**

a. Progress towards project objectives: Have the objectives for the period been achieved? In particular, has the project as a whole been making satisfactory progress in relation to the Description of Work (Annex I to the grant agreement)?

Yes

Partially

No

*Comments*

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b. Progress in individual work packages: Has each work package (WP) been making satisfactory progress in relation to the Description of Work (Annex I of the grant agreement)?

Yes

Partially

No

*Comments*

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c. Milestones and deliverables: Have planned milestones and deliverables been achieved for the reporting period?

Yes

Partially

No

*Comments*

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| **DELIVERABLES LIST STATUS** | | | |
| **No.** | **Title** | **Suggested Actions (To be Approved/Rejected)** | **Remarks** |
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d. Relevance of the objectives in the coming periods: Are the objectives for the coming period(s) i) still relevant and ii) still achievable within the time and resources available to the project?

Yes

Partially

No

i

Yes

Partially

No

ii

*Comments*

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e. For Networks of Excellence (NoEs) only:

Has the Joint Programme of Activities been realised for the period, with all activities foreseen satisfactorily completed?

Yes

Partially

No

*Comments*

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f. For ERA NET only:

Has the Joint Programme of Activities been realised for the period, with all activities foreseen satisfactorily completed?

Yes

Partially

No

*Comments*

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**3. RESOURCES**

a. Assessment of the use of resources : To the best of your estimate, have resources used, i.e. personnel resources and other major cost items, been (i) utilised for achieving the progress, (ii) in a manner consistent with the principle of economy, efficiency and effectiveness[[1]](#footnote-2). Note that both aspects (i) and (ii) have to be covered in the answer*.*

Yes

Partially

No

i

Yes

Partially

No

ii

*Comments*

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b. Deviations: If applicable, please comment on large deviations with respect to the planned resources.

*Comments*

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**4. IMPLEMENTATION OF THE PROJECT**

a. Management: Has the project management been performed as required?

Yes

Partially

No

*Comments*

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b. Collaboration between beneficiaries: Has the collaboration between the beneficiaries been effective?

Yes

Partially

No

*Comments*

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c. Beneficiaries' roles: Do you identify evidence of underperforming beneficiaries, lack of commitment or change of interest of any beneficiaries?

Yes

Partially

No

*Comments*

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| **5. USE AND DISSEMINATION OF FOREGROUND** |

a. Impact: Is there evidence that the project has/will produce significant scientific, technical, commercial, social, or environmental impacts (where applicable)?

Partially

Yes

Not applicable

No

*Comments*

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a.1. Is there an impact on participating Small and Medium Enterprises (SMEs)?

Partially

Yes

Not applicable

No

*Comments*

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a.2. Is there an exploitation potential for the participating SMEs?

Partially

Yes

Not applicable

No

*Comments*

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b. Use of results: Is the plan for the use of foreground, including any update, appropriate? Namely, please comment on the plan for the exploitation and use of foreground for the consortium as a whole, or for individual beneficiary or groups of beneficiaries and its progress to date.

Yes

Partially

No

*Comments*

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c. Dissemination: Have the beneficiaries disseminated project results and information adequately (publications, conferences…)?

Yes

Partially

No

*Comments*

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d. Please identify potential information that should be disseminated to:

* Policy makers

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* The scientific community

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* The general public

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* A specific group of end users

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e. Involvement of potential users and stakeholders: Are potential users and other stakeholders (outside the consortium) suitably involved (if applicable)?

Partially

Yes

Not applicable

No

*Comments*

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f. Links with other projects and/or programmes: Is the consortium interacting in a satisfactory manner with other related Framework Programme projects and/or other R&D national/international programmes, standardisation bodies (if relevant), existing relevant networks?

Yes

Partially

No

*Comments*

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**6. OTHER ISSUES**

If applicable comment on whether other relevant issues (e.g ethical, policy-related/regulatory, safety and gender issues) have been handled appropriately.

Yes

Partially

No

*Comments*

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Name (s) of the expert(s):

Date:

Signature(s):

1. **The principles of economy, efficiency and effectiveness**: refers to the standard of “good housekeeping” in spending public money effectively. Economy can be understood as minimising the costs of resources used for an activity (input), having regard to the appropriate quality and can be linked to efficiency, which is the relationship between the outputs and the resources used to produce them. Effectiveness is concerned with measuring the extent to which the objectives have been achieved and the relationship between the intended impact and the actual impact of an activity. Cost effectiveness means the relationship between project costs and outcomes, expressed as costs per unit of outcome achieved. Guide to Financial Issues, Version 30/06/2010p.37. [↑](#footnote-ref-2)