

DL 4.3.3. Draft manuscripts	The contractor shall draft scientific manuscripts to be submitted to peer-reviewed biomedical journals for open access. The topics of manuscripts will be agreed with ECDC during the monthly conference calls. Manuscripts shall be approved by ECDC prior to submission.	Once or twice per year	Word
DL 4.3.4. Scientific materials for outputs on the content of the lot	The contractor will prepare presentations or brief summaries upon request of ECDC on topics relevant to the ECDC Hospital network. Each deliverable foresees up to three presentations (approximately 15 slides) and two brief summaries (two pages each).	Every three months	Word – ECDC Template; PowerPoint
<p><i>Task 4: Training and capacity building</i></p> <p>Capacity building is considered an essential part of this lot. The contractor shall ensure that by the end of the project all sites will build enough capacity to be able to independently implement the protocols, validate data and contribute to the lot activities and aims.</p>			
Deliverable (DL)	Description	Estimated frequency/ Volume	File / form at type
DL 4.4.1. Site-specific training/visit	<p>Training/Site visit performed (up to 6 hours) with restricted group of study site contact persons (10-15 individuals), depending on topic (such as first-time application of protocol or quality control once the protocol is applied) and as agreed with ECDC. Training/site visit aims to ensure that site personnel will have sufficient skills and knowledge of study protocol, procedures, data collection, management, and analyses to run the study independently.</p> <p>The deliverable includes presentations, minutes, actions points, feedback from participants, recommendations and plans on how to implement the recommendations.</p>	Twice a year	Word; Power Point
DL 4.4.2. Training workshops for study sites / information sharing workshop	The contractor will propose to ECDC the topics to be covered at least four weeks before the training. The contractor will either deliver the training or will facilitate the workshop and organized the delivery of the study sites presentations, in close collaboration with the study sites. The training is to be addressed to study sites to ensure site personnel will have sufficient skills and knowledge of study protocol. The training will facilitate the sharing of information which could help other study	Once a year	Video / telephone conference Word; Power Point