Annex 7.1.1

Updated Project Monitoring Protocols

CIEP monitoring protocol

Action No	Short name	Responsible beneficiary	Project deadline (monitoring indicator)	Beneficiary deadline	Output (Source of verification)	Task	Date of completion
D.3c	Public information meetings in Poland	CIEP	2010-12-31	2010-12-31	1 information meeting held for the public in Poland		2010-10-14
E.1	Project management	CIEP	2011-01-31	2011-01-31	Financial report for midterm report 2010-01-01 - 2010-12-31	Report finances to PM using provided reporting templates. Shall include mid-term financial statement of expenditure and income and participant cost statement summary. Shall be printed, signed and sent to PM. Digital version shall include digital copies of supporting documentation such as invoices, receipts etc.	2011-01-31
E.1	Project management	CIEP	2015-01-31	2015-01-31	Financial report for final report 2010-01-01 - 2014-12-31	Report finances to PM using provided reporting templates. Shall include final financial statement of expenditure and income, including participant cost statement summary. Shall be printed, signed and sent to PM. Digital version shall include digital copies of supporting documentation such as invoices, receipts etc.	October 2015
E.1	Project management	CIEP	2010-12-31	2010-12-31	Updated Monitoring Protocol	Update Monitoring Protocol together with PM	December 2010
E.1	Project management	CIEP	2014-09-30	2014-09-30	Updated Monitoring Protocol	Update Monitoring Protocol together with PM	September 2014
E.1	Project management	CIEP		2011-03-31	Mid-term technical report 2010-01-01 - 2010-12-31	Technical report to PM using provided reporting templates	January 2011
E.1	Project management	CIEP		2015-09-30	Final technical report delivered	Technical report to PM using provided reporting templates	October 2015

NST monitoring protocol

Action No	Short name	Responsible beneficiary	Project deadline (monitoring indicator)	Beneficiarydeadline	Output (Source of verification)	Task	Date of completion
D.3d	Public information meetings in Denmark	NST	2011-12-31		2 information meetings held for the public in Denmark		2011-06-09
E.1	Project management	NST	2010-07-31		Financial report for inception report 2010-01-01 - 2010-06-30	Report finances to PM using provided reporting templates. Shall be printed, signed and sent to PM. Digital version shall include digital copies of supporting documentation.	2010-07-31
E.1	Project management	NST	2010-10-31		Digital financial report 2010-07-01 - 2010-09-30	Digitally report finances to PM using provided reporting templates, including digital copies of supporting documentation	October 2010
E.1	Project management	NST	2011-01-31		Financial report, possibly for midterm report 2010-10-01 - 2010-12-31	Report finances to PM using provided reporting templates. Shall include mid-term financial statement of expenditure and income, participant cost statement summary, and be printed, signed and sent to PM if requested by PM. Digital version shall include digital copies of supporting documentation.	2011-01-30
E.1	Project management	NST	2011-04-30		Financial report, possibly for midterm report 2011-01-01 - 2011-03-31	Report finances to PM using provided reporting templates. Shall include mid-term financial statement of expenditure and income, participant cost statement summary, and be printed, signed and sent to PM if requested by PM. Digital version shall include digital copies of supporting documentation.	April 2011
E.1	Project management	NST	2011-07-31		Financial report, possibly for midterm report 2011-04-01 - 2011-06-30	Report finances to PM using provided reporting templates. Shall include mid-term financial statement of expenditure and income, participant cost statement summary, and be printed, signed and sent to PM if requested by PM. Digital version shall include digital copies of supporting documentation.	August 2011
E.1	Project management	NST	2011-10-31		Financial report, possibly for midterm report 2011-07-01 - 2011-09-30	Report finances to PM using provided reporting templates. Shall include mid-term financial statement of expenditure and income, participant cost statement summary, and be printed, signed and sent to PM if requested by PM. Digital version shall include digital copies of supporting documentation.	November 2011
E.1	Project management	NST	2012-01-31		Financial report, possibly for midterm report 2011-10-01 - 2011-12-31	Report finances to PM using provided reporting templates. Shall include mid-term financial statement of expenditure and income, participant cost statement summary, and be printed, signed and sent to PM if requested by PM. Digital version shall include digital copies of supporting documentation.	January 2012
E.1	Project management	NST	2012-04-30		Digital financial report 2012-01-01 - 2012-03-31	Digitally report finances to PM using provided reporting templates, including digital copies of supporting documentation	April 2012
E.1	Project management	NST	2012-07-31		Digital financial report 2012-04-01 - 2012-06-30	Digitally report finances to PM using provided reporting templates, including digital copies of supporting documentation	July 2012

E.1	Project management	NST	2012-10-31	Digital financial report 2012-07-01 - 2012-09-30	Digitally report finances to PM using provided reporting templates, including digital copies of supporting documentation	October 2012
E.1	Project management	NST	2013-01-31	Financial report for progress report 1 2012-10-01 - 2012-12-31	Report finances to PM using provided reporting templates. Shall be printed, signed and sent to PM. Digital version shall include digital copies of supporting documentation.	January 2013
E.1	Project management	NST	2013-04-30	Digital financial report 2013-01-01 - 2013-03-31	Digitally report finances to PM using provided reporting templates, including digital copies of supporting documentation	April 2013
E.1	Project management	NST	2013-07-31	Digital financial report 2013-04-01 - 2013-06-30	Digitally report finances to PM using provided reporting templates, including digital copies of supporting documentation	July 2013
E.1	Project management	NST	2013-10-31	Digital financial report 2013-07-01 - 2013-09-30	Digitally report finances to PM using provided reporting templates, including digital copies of supporting documentation	October 2013
E.1	Project management	NST	2014-09-30	Financial report for progress report 2 2013-10-01 - 2013-12-31	Report finances to PM using provided reporting templates. Shall be printed, signed and sent to PM. Digital version shall include digital copies of supporting documentation.	September 2014
E.1	Project management	NST	2014-04-30	Digital financial report 2014-01-01 - 2014-03-31	Digitally report finances to PM using provided reporting templates, including digital copies of supporting documentation	April 2014
E.1	Project management	NST	2014-07-31	Digital financial report 2014-04-01 - 2014-06-30	Digitally report finances to PM using provided reporting templates, including digital copies of supporting documentation	July 2014
E.1	Project management	NST	2014-10-31	Digital financial report 2014-07-01 - 2014-09-30	Digitally report finances to PM using provided reporting templates, including digital copies of supporting documentation	November 2015
E.1	Project management	NST	2015-01-31	Financial report for final report 2014-10-01 - 2014-12-31	Report finances to PM using provided reporting templates. Shall include final financial statement of expenditure and income, including participant cost statement summary. Shall be printed, signed and sent to PM. Digital version shall include digital copies of supporting documentation.	October 2015
E.1	Project management	NST	2010-12-31	Updated Monitoring Protocol	Update Monitoring Protocol together with PM	2010-12-20
E.1	Project management	NST	2011-12-31	Updated Monitoring Protocol	Update Monitoring Protocol together with PM	December 2011
E.1	Project management	NST	2012-12-31	Updated Monitoring Protocol	Update Monitoring Protocol together with PM	January 2013
E.1	Project management	NST	2013-12-31	Updated Monitoring Protocol	Update Monitoring Protocol together with PM	December 2013
E.1	Project management	NST	2014-09-30	Updated Monitoring Protocol	Update Monitoring Protocol together with PM	September 2014
E.1	Project management	NST		2010-08-15 Technical report delivered	Technical report to PM using provided reporting templates	2010-08-10
E.1	Project management	NST		2011-03-31 Technical report delivered	Technical report to PM using provided reporting templates	2011-03-30
E.1	Project management	NST		2013-01-31 Technical report delivered	Technical report to PM using provided reporting templates	January 2013
E.1	Project management	NST		2014-01-31 Technical report delivered	Technical report to PM using provided reporting templates	January 2014
E.1	Project management	NST		2015-09-30 Final technical report delivered	Technical report to PM using provided reporting templates	October 2015

ProMare monitoring protocol

Action No	Activity	Deadline	Output (Source of verification)	Task	Date of completion
A.1	Setting up data collection logistics	2010-11-30	Last potential request to KD on alternative positions	Request PM about alternative SAM positions - if needed	April 2010
A.1	Setting up data collection logistics	2010-11-30	Confirmed positions for SAM deployment in Estonia	Confirm all SAM positions with PM	April 2010
A.1	Setting up data collection logistics	2010-12-31	All permits necessary for deployment in Estonia ready	Prepare and negotiate permits with necessary authorities	2010-12-29
A.1	Setting up data collection logistics	2011-03-30	All equipment ready for deployment	Prepare all equipment needed for SAM deployment	April 2011
C.1d	SAM and basic analyses in Estonia	2011-10-31	First batch of SAM data from Estonia in project data base	Gather data from SAM units and uploading according to instructions	October 2011
C.1d	SAM and basic analyses in Estonia	2013-05-31	Retrieval of C-PODs. Please note: not before 2013-05-01		June 2013
C.1d	SAM and basic analyses in Estonia	2013-06-15	All SAM data from Estonia in project data base	Gather data from SAM units and uploading according to instructions	July 2013
D.3d	Public information meetings in Estonia	2012-12-31	3 information meetings held for the public in Estonia	Arrange 3 information meetings in Estonia	2011-10-07
	Reporting	2010-12-31	Updated Monitoring Protocol	Update Monitoring Protocol together with PM	December 2010
	Reporting	2011-03-31	Technical report delivered	Technical report to PM using provided reporting template	March 2011
	Reporting	2011-12-31	Updated Monitoring Protocol	Update Monitoring Protocol together with PM	December 2011
	Reporting	2012-12-31	Updated Monitoring Protocol	Update Monitoring Protocol together with PM	January 2013
	Reporting	2013-01-31	Technical report delivered	Technical report to PM using provided reporting template	January 2013
	Reporting	2013-12-31	Updated Monitoring Protocol	Update Monitoring Protocol together with PM	December 2013
	Reporting	2014-01-31	Technical report delivered	Technical report to PM using provided reporting template	January 2014
	Reporting	2014-09-30	Updated Monitoring Protocol	Update Monitoring Protocol together with PM	September 2014
	Reporting	2015-09-30	Final technical report delivered	Technical report to PM using provided reporting template	August 2015
	Reporting	2014-12-31	Monitoring protocol completely filled out	All tasks carried out according to monitoring protocol	August 2015

In addition to the above deadlines, a brief technical report shall be attached to each invoice. Invoice dates, and therefore deadlines for these invoice reports are, according to the budget and payment scheme, as follows:

30 Nov 2010
30 Apr 2011
30 Apr 2012
30 Apr 2013
30 Apr 2014
31 Jan 2011
31 Jul 2011
31 Jul 2012
31 Jul 2013
31 Jul 3014
31 Oct 2011
31 Oct 2012
31 Oct 2013
31 Oct 2014
31 Jan 2012
31 Jan 2013
31 Jan 2014
31 Jan 2015

IMGW monitoring protocol

Action No	Short name	Responsible beneficiary	Project deadline (monitoring indicator)	Beneficiary deadline	Output (Source of verification)	Task	Date of completion
C.1c	SAM and basic analyses in Poland	IMGW	2011-04-30		SAM deployment		2011-04-01
C.1c	SAM and basic analyses in Poland	IMGW	2013-05-31		SAM retrieval. Please note: not before 2013-05-01!		June 2013
E.1	Project management	IMGW	2010-07-31		Financial report for inception report 2010-01-01 - 2010-06-30	Report finances to PM using provided reporting templates. Shall be printed, signed and sent to PM. Digital version shall include digital copies of supporting documentation.	July 2010
E.1	Project management	IMGW	2010-10-31		Digital financial report 2010-07-01 - 2010-09-30	Digitally report finances to PM using provided reporting templates, including digital copies of supporting documentation	October 2010
E.1	Project management	IMGW	2011-01-31		Financial report, possibly for midterm report 2010-10-01 - 2010-12-31	Report finances to PM using provided reporting templates. Shall include mid-term financial statement of expenditure and income, participant cost statement summary, and be printed, signed and sent to PM if requested by PM. Digital version shall include digital copies of supporting documentation.	January 2011
E.1	Project management	IMGW	2011-04-30		Financial report, possibly for midterm report 2011-01-01 - 2011-03-31	Report finances to PM using provided reporting templates. Shall include mid-term financial statement of expenditure and income, participant cost statement summary, and be printed, signed and sent to PM if requested by PM. Digital version shall include digital copies of supporting documentation.	April 2011
E.1	Project management	IMGW	2011-07-31		Financial report, possibly for midterm report 2011-04-01 - 2011-06-30	Report finances to PM using provided reporting templates. Shall include mid-term financial statement of expenditure and income, participant cost statement summary, and be printed, signed and sent to PM if requested by PM. Digital version shall include digital copies of supporting documentation.	August 2011
E.1	Project management	IMGW	2011-10-31		Financial report, possibly for midterm report 2011-07-01 - 2011-09-30	Report finances to PM using provided reporting templates. Shall include mid-term financial statement of expenditure and income, participant cost statement summary, and be printed, signed and sent to PM if requested by PM. Digital version shall include digital copies of supporting documentation.	October 2011
E.1	Project management	IMGW	2012-01-31		Financial report, possibly for midterm report 2011-10-01 - 2011-12-31	Report finances to PM using provided reporting templates. Shall include mid-term financial statement of expenditure and income, participant cost statement summary, and be printed, signed and sent to PM if requested by PM. Digital version shall include digital copies of supporting documentation.	January 2012
E.1	Project management	IMGW	2012-04-30		Digital financial report 2012-01-01 - 2012-03-31	Digitally report finances to PM using provided reporting templates, including digital copies of supporting documentation	April 2012

E.1	Project management	IMGW	2012-07-31		Digital financial report 2012-04-01 - 2012-06-30	Digitally report finances to PM using provided reporting templates, including digital copies of supporting documentation	July 2012
E.1	Project management	IMGW	2012-10-31		Digital financial report 2012-07-01 - 2012-09-30	Digitally report finances to PM using provided reporting templates, including digital copies of supporting documentation	October 2012
E.1	Project management	IMGW	2013-01-31		Financial report for progress report 1 2012-10-01 - 2012-12-31	Report finances to PM using provided reporting templates. Shall be printed, signed and sent to PM. Digital version shall include digital copies of supporting documentation.	January 2012
E.1	Project management	IMGW	2013-04-30		Digital financial report 2013-01-01 - 2013-03-31	Digitally report finances to PM using provided reporting templates, including digital copies of supporting documentation	April 2013
E.1	Project management	IMGW	2013-07-31		Digital financial report 2013-04-01 - 2013-06-30	Digitally report finances to PM using provided reporting templates, including digital copies of supporting documentation	July 2013
E.1	Project management	IMGW	2013-10-31		Digital financial report 2013-07-01 - 2013-09-30	Digitally report finances to PM using provided reporting templates, including digital copies of supporting documentation	October 2013
E.1	Project management	IMGW	2014-09-30		Financial report for progress report 2 2013-10-01 - 2013-12-31	Report finances to PM using provided reporting templates. Shall be printed, signed and sent to PM. Digital version shall include digital copies of supporting documentation.	September 2014
E.1	Project management	IMGW	2014-04-30		Digital financial report 2014-01-01 - 2014-03-31	Digitally report finances to PM using provided reporting templates, including digital copies of supporting documentation	April 2014
E.1	Project management	IMGW	2014-07-31		Digital financial report 2014-04-01 - 2014-06-30	Digitally report finances to PM using provided reporting templates, including digital copies of supporting documentation	July 2014
E.1	Project management	IMGW	2014-10-31		Digital financial report 2014-07-01 - 2014-09-30	Digitally report finances to PM using provided reporting templates, including digital copies of supporting documentation	November 2014
E.1	Project management	IMGW	2015-01-31		Financial report for final report 2014-10-01 - 2014-12-31	Report finances to PM using provided reporting templates. Shall include final financial statement of expenditure and income, including participant cost statement summary. Shall be printed, signed and sent to PM. Digital version shall include digital copies of supporting documentation.	October 2015
E.1	Project management	IMGW	2010-12-31		Updated Monitoring Protocol	Update Monitoring Protocol together with PM	December 2010
E.1	Project management	IMGW	2011-12-31		Updated Monitoring Protocol	Update Monitoring Protocol together with PM	December 2011
E.1	Project management	IMGW	2012-12-31		Updated Monitoring Protocol	Update Monitoring Protocol together with PM	January 2013
E.1	Project management	IMGW	2013-12-31		Updated Monitoring Protocol	Update Monitoring Protocol together with PM	December 2013
E.1	Project management	IMGW	2014-09-30		Updated Monitoring Protocol	Update Monitoring Protocol together with PM	September 2014
E.1	Project management	IMGW		2010-08-15	Technical report delivered	Technical report to PM using provided reporting templates	August 2010
E.1	Project management	IMGW		2011-03-31	Technical report delivered	Technical report to PM using provided reporting templates	May 2011
E.1	Project management	IMGW		2013-01-31	Technical report delivered	Technical report to PM using provided reporting templates	January 2013
E.1	Project management	IMGW		2014-01-31	Technical report delivered	Technical report to PM using provided reporting templates	January 2014

| E.1 | Project management | IMGW | 2015-09-30 Final technical report delivered | Technical report to PM using provided reporting templates | October 2015 |

Kolmården monitoring protocol

Action No	Short name	Responsible beneficiary	Project deadline (monitoring indicator)	Bene-ficiary deadline	Output (Source of verification)	Task	Date of completion
A.1	Setting up data collection logistics	KD		2010-08-30	Last potential request to KD on alternative positions	Request PM about alternative SAM positions - if needed	October 2010
A.1	Setting up data collection logistics	KD	2010-11-30	2011-02-28	Confirmed positions for SAM deployment in Sweden	Confirm all SAM positions with PM	February 2011
A.1	Setting up data collection logistics	KD		2010-04-30	Compiled data on previously tested anchoring systems	Gather data on anchoring systems, failures and successes	August 2010
A.1	Setting up data collection logistics	KD		2010-08-31	Anchoring tests carried out and evaluated		August 2010
A.1	Setting up data collection logistics	KD	2010-09-30		Anchoring methods tested - short report compiled	Compile report on anchoring methods	September 2010
A.1	Setting up data collection logistics	KD	2010-12-31		All SAM devices successfully calibrated in lab		At C-POD delivery (done by manufacturer)
A.1	Setting up data collection logistics	KD	2010-12-31	2011-02-28	All permits necessary for deployment in Sweden ready		March 2011
A.1	Setting up data collection logistics	KD	2010-11-30		SAM training workshop carried out		24/11/2010
A.1	Setting up data collection logistics	KD	2011-02-28		All equipment ready for deployment		April 2011
A.2	Ensuring comparability	KD	2010-12-31		Appropriate SAM device settings identified		August 2010
A.3	Sea security course	KD	2010-05-31		Selected at-sea personnel has taken part in sea security course		May 2010
A.4	SAM database	KD	2011-03-31		Database ready for receiving SAM data		August 2011
A.5	Contracting administration	KD	2010-03-31		Contract with project administration subcontractor		17/09/2010
A.6	Contracting analyses	KD	2010-09-30		Contract with statistical analyses subcontractors		25/04/2011
A.7	Contracting Baltic States	KD	2010-03-31		Contract with Baltic States SAM service subcontractor		01/11/2010
C.1a	SAM and basic analyses in Sweden	KD	2011-10-31		First batch of SAM data from Sweden in project data base		October 2011
C.1a	SAM and basic analyses in Sweden	KD	2013-06-15		All SAM data from Sweden in project data base		June 2013
C.1e	SAM and basic analyses in Baltic States	KD	2011-10-31		First batch of SAM data from the Baltic States in project data base		October 2011
C.1e	SAM and basic analyses in Baltic States	KD	2013-06-15		All SAM data from the Baltic States in project data base		June 2014
C.2	Auxiliary data	KD	2013-03-31		Literature review on mean click rate and group size completed	Compile report on literature review	September 2014, in Progress Report No 2
C.3	Calculating density	KD	2013-10-31		Estimates of harbour porpoise density and abundance in the project area		Delayed, est. 10/8/2014
C.4	Habitat modelling	KD	2013-10-31		Maps of predictor layers for modelling		July 2014

C.4	Habitat modelling	KD	2014-03-31	Modelled maps of seasonal distribution, important areas, areas of high risk of conflict. Data on habitat preferences and important habitat variables		January 2015
D.1	Project website	KD	2010-05-31	Project website available on the Internet		April 2010
D.2	ECS workshop	KD	2010-04-30	SAMBAH workshop at the ECS conference		21/03/2010
D.2	ECS workshop	KD	2010-09-30	Workshop proceedings ready		21/03/2010
D.3a	Public information meetings in Sweden	KD	2012-06-30	7 information meetings held for the public in Sweden		19/05/2011
D.3e	Public information meetings in Baltic States	KD	2012-12-31	9 information meetings held for the public in the Baltic States		07/10/2011
D.4	Exhibition	KD	2011-03-31	Exhibition produced		September 2011
D.4	Exhibition	KD	2011-05-31	Exhibition set up at Kolmårdens Djurpark		18/11/2011, exhibition set up at Aquaria
D.6	Results in databases	KD	2014-12-31	SAMBAH results in at least two databases, whereof at least one international		January 2016
D.7	Scientific publication	KD	2014-12-31	At least two presentations at international conferences		March 2014
D.7	Scientific publication	KD	2015-09-30	At least two manuscripts prepared for publication		February 2016
D.8	Non-technical reports	KD	2015-09-30	A Layman's report of 5-10 pages produced		January 2016
D.8	Non-technical reports	KD	2015-09-30	A non-technical report of approximately 25 pages produced		January 2016
D.10	Promotion of results	KD	2014-12-31	An end-of-project conference organised and carried out		December 2014
D.10	Promotion of results	KD	2015-09-30	Final technical report submitted to ASCOBANS and HELCOM		February 2016
E.1a	Project management by KD	KD	2010-02-28	Start-up meeting held		23/02/2010
E.1a	Project management by KD	KD	2010-04-30	Monitoring protocol established		April 2010
E.1a	Project management by KD	KD	2010-04-30	Baltic States monitoring protocol established		April 2010
E.1a	Project management by KD	KD	2010-11-30	SAM training session held		24/11/2010
E.1a	Project management by KD	KD	2010-07-31	Financial report for inception report 2010-01-01 - 2010-06-30	Report finances to PM using provided reporting templates. Shall be printed, signed and sent to PM. Digital version shall include digital copies of supporting documentation.	July 2010
E.1a	Project management by KD	KD	2010-10-31	Digital financial report 2010-07-01 - 2010-09-30	Digitally report finances to PM using provided reporting templates, including digital copies of supporting documentation	October 2010

E.1a	Project management by KD	KD	2011-01-31	Financial report, possibly for midterm report 2010-10-01 - 2010-12-31	Report finances to PM using provided reporting templates. Shall include mid-term financial statement of expenditure and income, participant cost statement summary, and be printed, signed and sent to PM if requested by PM. Digital version shall include digital copies of supporting documentation.	January 2010
E.1a	Project management by KD	KD	2011-04-30	Financial report, possibly for midterm report 2011-01-01 - 2011-03-31	Report finances to PM using provided reporting templates. Shall include mid-term financial statement of expenditure and income, participant cost statement summary, and be printed, signed and sent to PM if requested by PM. Digital version shall include digital copies of supporting documentation.	April 2011
E.1a	Project management by KD	KD	2011-07-31	Financial report, possibly for midterm report 2011-04-01 - 2011-06-30	Report finances to PM using provided reporting templates. Shall include mid-term financial statement of expenditure and income, participant cost statement summary, and be printed, signed and sent to PM if requested by PM. Digital version shall include digital copies of supporting documentation.	August 2011
E.1a	Project management by KD	KD	2011-10-31	Financial report, possibly for midterm report 2011-07-01 - 2011-09-30	Report finances to PM using provided reporting templates. Shall include mid-term financial statement of expenditure and income, participant cost statement summary, and be printed, signed and sent to PM if requested by PM. Digital version shall include digital copies of supporting documentation.	October 2011
E.1a	Project management by KD	KD	2012-01-31	Financial report, possibly for midterm report 2011-10-01 - 2011-12-31	Report finances to PM using provided reporting templates. Shall include mid-term financial statement of expenditure and income, participant cost statement summary, and be printed, signed and sent to PM if requested by PM. Digital version shall include digital copies of supporting documentation.	January 2012
E.1a	Project management by KD	KD	2012-04-30	Digital financial report 2012-01-01 - 2012-03-31	Digitally report finances to PM using provided reporting templates, including digital copies of supporting documentation	April 2012
E.1a	Project management by KD	KD	2012-07-31	Digital financial report 2012-04-01 - 2012-06-30	Digitally report finances to PM using provided reporting templates, including digital copies of supporting documentation	July 2012

E.1a	Project management by KD	KD	2012-10-31	Digital financial report 2012-07-01 - 2012-09-30	Digitally report finances to PM using provided reporting templates, including digital copies of supporting documentation	October 2012
E.1a	Project management by KD	KD	2013-01-31	Financial report for progress report 1 2012-10-01 - 2012-12-31	Report finances to PM using provided reporting templates. Shall be printed, signed and sent to PM. Digital version shall include digital copies of supporting documentation.	January 2013
E.1a	Project management by KD	KD	2013-04-30	Digital financial report 2013-01-01 - 2013-03-31	Digitally report finances to PM using provided reporting templates, including digital copies of supporting documentation	May 2013
E.1a	Project management by KD	KD	2013-07-31	Digital financial report 2013-04-01 - 2013-06-30	Digitally report finances to PM using provided reporting templates, including digital copies of supporting documentation	August 2013
E.1a	Project management by KD	KD	2013-10-31	Digital financial report 2013-07-01 - 2013-09-30	Digitally report finances to PM using provided reporting templates, including digital copies of supporting documentation	October 2013
E.1a	Project management by KD	KD	2014-01-31	Financial report for progress report 2 2013-10-01 - 2013-12-31	Report finances to PM using provided reporting templates. Shall be printed, signed and sent to PM. Digital version shall include digital copies of supporting documentation.	September 2014
E.1a	Project management by KD	KD	2014-04-30	Digital financial report 2014-01-01 - 2014-03-31	Digitally report finances to PM using provided reporting templates, including digital copies of supporting documentation	April 2014
E.1a	Project management by KD	KD	2014-07-31	Digital financial report 2014-04-01 - 2014-06-30	Digitally report finances to PM using provided reporting templates, including digital copies of supporting documentation	July 2014
E.1a	Project management by KD	KD	2014-10-31	Digital financial report 2014-07-01 - 2014-09-30	Digitally report finances to PM using provided reporting templates, including digital copies of supporting documentation	October 2014
E.1a	Project management by KD	KD	2015-01-31	Financial report for final report 2014-10-01 - 2014-12-31	Report finances to PM using provided reporting templates. Shall include final financial statement of expenditure and income, including participant cost statement summary. Shall be printed, signed and sent to PM. Digital version shall include digital copies of supporting documentation.	October 2015
E.1a	Project management by KD	KD	2010-12-31	Updated Monitoring Protocol	Update Monitoring Protocol together with PM	December 2010
E.1a	Project management by KD	KD	2011-12-31	Updated Monitoring Protocol	Update Monitoring Protocol together with PM	December 2011
E.1a	Project management by KD	KD	2012-12-31	Updated Monitoring Protocol	Update Monitoring Protocol together with PM	January 2013
E.1a	Project management by KD	KD	2013-12-31	Updated Monitoring Protocol	Update Monitoring Protocol together with PM	December 2013
E.1a	Project management by KD	KD	2014-09-30	Updated Monitoring Protocol	Update Monitoring Protocol together with PM	September 2014
E.1a	Project management by KD	KD	2010-08-15	Technical report delivered	Technical report to PM using provided reporting templates	August 2010

E.1a	Project management by KD	KD	2010-09-30		Inception report produced		30/09/2010
E.1a	Project management by KD	KD		2011-03-31	Technical report delivered	Technical report to PM using provided reporting templates	March 2011
E.1a	Project management by KD	KD	2011-12-31		Midterm report with payment request		January 2013
E.1a	Project management by KD	KD		2013-01-31	Technical report delivered	Technical report to PM using provided reporting templates	January 2013
E.1a	Project management by KD	KD	2013-03-31		Progress report n°1		March 2013
E.1a	Project management by KD	KD		2014-01-31	Technical report delivered	Technical report to PM using provided reporting templates	January 2014
E.1a	Project management by KD	KD	2014-09-30		Progress report n°2		September 2014
E.1a	Project management by KD	KD	2015-09-30	2014-09-30	Final technical report delivered	Technical report to PM using provided reporting templates	January 2016
E.1a	Project management by KD	KD	2015-12-31		Final report with payment request		February 2016
E.1a	Project management by KD	KD	2015-05-01		Final project meeting completed		March 2015
E.2	Networking with other LIFE projects	KD	2010-02-28		Start-up meeting with invited persons from SCANS-II		23/02/2010
E.3	Audit	KD	2015-12-31		Full set of audited accounts		February 2016
E.4	After-LIFE Conservation Plan	KD	2015-09-30		An After-LIFE Conservation Plan produced		February 2016

CORPI monitoring protocol

Action No	Activity	Deadline	Output (Source of verification)	Task	Date of completion
A.1	Setting up data collection logistics	2010-11-30	Last potential request to KD on alternative positions	Request PM about alternative SAM positions - if needed	November 2010
A.1	Setting up data collection logistics	2010-11-30	Confirmed positions for SAM deployment in Lithuania	Confirm all SAM positions with PM	November 2010
A.1	Setting up data collection logistics	2011-03-31	All permits necessary for deployment in Lithuania ready	Prepare and negotiate permits with necessary authorities	March 2010
A.1	Setting up data collection logistics	2011-03-31	All equipment ready for deployment	Prepare all equipment needed for SAM deployment	March 2010
C.1d	SAM and basic analyses in Lithuania	2011-10-31	First batch of SAM data from Lithuania in project data base	Gather data from SAM units and uploading according to instructions	October 2011
C.1d	SAM and basic analyses in Lithuania	2013-05-31	Retrieval of C-PODs. Please note: not before 2013-05-01		June 2013
C.1d	SAM and basic analyses in Lithuania	2013-06-15	All SAM data from Lithuania in project data base	Gather data from SAM units and uploading according to instructions	July 2013
D.3d	Public information meetings in Lithuania	2010-12-31	1 information meeting held for the public in Lithuania	Arrange 1 information meeting in Lithuania	2010-12-22
	Reporting	2011-03-31	Technical report delivered	Technical report to PM using provided reporting templates	2011-05-23
	Reporting	2013-01-31	Technical report delivered	Technical report to PM using provided reporting templates	January 2013
	Reporting	2014-01-31	Technical report delivered	Technical report to PM using provided reporting templates	January 2014
	Reporting	2015-09-30	Final technical report delivered	Technical report to PM using provided reporting templates	August 2015
	Reporting	2010-12-31	Updated Monitoring Protocol	Update Monitoring Protocol together with PM	December 2010
	Reporting	2011-12-31	Updated Monitoring Protocol	Update Monitoring Protocol together with PM	December 2011
	Reporting	2012-12-31	Updated Monitoring Protocol	Update Monitoring Protocol together with PM	January 2013
	Reporting	2013-12-31	Updated Monitoring Protocol	Update Monitoring Protocol together with PM	December 2013
	Reporting	2014-09-30	Updated Monitoring Protocol	Update Monitoring Protocol together with PM	September 2014
	Reporting	2014-12-31	Monitoring protocol completely filled out	All tasks carried out according to monitoring protocol	August 2015

In addition to the above deadlines, a brief technical report shall be attached to each invoice. Invoice dates, and therefore deadlines for these invoice reports are, according to the budget and payment scheme, as follows:

30 Nov 2010
30 Apr 2011
30 Apr 2012
30 Apr 2013
30 Apr 2014
31 Jan 2011
31 Jul 2011
31 Jul 2012
31 Jul 2013
31 Jul 3014
31 Oct 2011
31 Oct 2012
31 Oct 2013
31 Oct 2014
31 Jan 2012
31 Jan 2013
31 Jan 2014
31 Jan 2015

LIAE monitoring protocol

Action No	Activity	Deadline	Output (Source of verification)	Task	Date of completion
A.1	Setting up data collection logistics	2010-11-30	Last potential request to KD on alternative positions	Request PM about alternative SAM positions - if needed	November 2010
A.1	Setting up data collection logistics	2010-11-30	Confirmed positions for SAM deployment in Latvia	Confirm all SAM positions with PM	November 2010
A.1	Setting up data collection logistics	2010-12-31	All permits necessary for deployment in Latvia ready		December 2010
A.1	Setting up data collection logistics	2011-04-10	All equipment ready for deployment		April 2010
C.1d	SAM and basic analyses in Latvia	2011-06-30	First batch of SAM data from Latvia in project data base		November 2010
C.1d	SAM and basic analyses in Latvia	2013-06-15	All SAM data from Latvia in project data base		July 2013
D.3d	Public information meetings in Latvia	2011-04-01	3 information meetings held for the public in Latvia		2011-04-04
	Reporting	2011-03-31	Technical report delivered	Technical report to PM using provided reporting templates	May 2011
	Reporting	2013-01-31	Technical report delivered	Technical report to PM using provided reporting templates	January 2013
	Reporting	2014-01-31	Technical report delivered	Technical report to PM using provided reporting templates	January 2014
	Reporting	2015-09-30	Final technical report delivered	Technical report to PM using provided reporting templates	August 2015
	Reporting	2010-12-31	Updated Monitoring Protocol	Update Monitoring Protocol together with PM	December 2010
	Reporting	2011-12-31	Updated Monitoring Protocol	Update Monitoring Protocol together with PM	December 2011
	Reporting	2012-12-31	Updated Monitoring Protocol	Update Monitoring Protocol together with PM	January 2013
	Reporting	2013-12-31	Updated Monitoring Protocol	Update Monitoring Protocol together with PM	December 2013
	Reporting	2014-09-30	Updated Monitoring Protocol	Update Monitoring Protocol together with PM	September 2014
	Reporting	2014-12-31	Monitoring protocol completely filled out		August 2015

In addition to the above deadlines, a brief technical report shall be attached to each invoice. Invoice dates, and therefore deadlines for these invoice reports are, according to the budget and payment scheme, as follows:

30 Nov 2010
30 Apr 2011
30 Apr 2012
30 Apr 2013
30 Apr 2014
31 Jan 2011
31 Jul 2011
31 Jul 2012
31 Jul 2013
31 Jul 3014
31 Oct 2011
31 Oct 2012
31 Oct 2013
31 Oct 2014
31 Jan 2012
31 Jan 2013
31 Jan 2014
31 Jan 2015

AU monitoring protocol

Action No	Short name	Responsible beneficiary	Project deadline (monitoring indicator)	Beneficiary deadline	Output (Source of verification)	Task	Date of completion
A.1	Setting up data collection logistics	AU		2010-08-30	Last potential request to KD on alternative positions	Request PM about alternative SAM positions - if needed	August 2010
A.1	Setting up data collection logistics	AU	2010-11-30	2010-10-31	Confirmed positions for SAM deployment in Denmark	Confirm all SAM positions with PM	November 2010
A.1	Setting up data collection logistics	AU	2010-12-31	2010-11-30	All permits necessary for deployment in Denmark ready		December 2010
A.1	Setting up data collection logistics	AU	2010-12-31		All equipment ready for deployment		December 2010
A.3	Sea security course	AU	2010-05-31		Selected at-sea personnel has taken part in sea security course		2010-05-18
C.1d	SAM and basic analyses in Denmark	AU	2011-04-30		All Danish C-PODs deployed		April 2011
C.1d	SAM and basic analyses in Denmark	AU	2011-10-31		First batch of SAM data from Denmark in project data base		2011-10-20
C.1d	SAM and basic analyses in Denmark	AU	2013-06-15		All SAM data from Denmark in project data base		June 2013
C.2	Auxiliary data	AU	2013-06-15		Last porpoise tagged and data retrieved		2012
D.3d	Public information meetings in Denmark	AU	2012-06-30		2 information meetings held for the public in Denmark		June 2011
E.1d	Project management by NERI	AU	2010-07-31		Financial report for inception report 2010-01-01 - 2010-06-30	Report finances to PM using provided reporting templates. Shall be printed, signed and sent to PM. Digital version shall include digital copies of supporting documentation.	July 2010
E.1d	Project management by NERI	AU	2010-10-31		Digital financial report 2010-07-01 - 2010-09-30	Digitally report finances to PM using provided reporting templates, including digital copies of supporting documentation	October 2010
E.1d	Project management by NERI	AU	2011-01-31		Financial report, possibly for midterm report 2010-10-01 - 2010-12-31	Report finances to PM using provided reporting templates. Shall include mid-term financial statement of expenditure and income, participant cost statement summary, and be printed, signed and sent to PM if requested by PM. Digital version shall include digital copies of supporting documentation.	January 2011
E.1d	Project management by NERI	AU	2011-04-30		Financial report, possibly for midterm report 2011-01-01 - 2011-03-31	Report finances to PM using provided reporting templates. Shall include mid-term financial statement of expenditure and income, participant cost statement summary, and be printed, signed and sent to PM if requested by PM. Digital version shall include digital copies of supporting documentation.	April 2011
E.1d	Project management by NERI	AU	2011-07-31		Financial report, possibly for midterm report 2011-04-01 - 2011-06-30	Report finances to PM using provided reporting templates. Shall include mid-term financial statement of expenditure and income, participant cost statement summary, and be printed, signed and sent to PM if requested by PM. Digital version shall include digital copies of supporting documentation.	August 2011
E.1d	Project management by NERI	AU	2011-10-31		Financial report, possibly for midterm report 2011-07-01 - 2011-09-30	Report finances to PM using provided reporting templates. Shall include mid-term financial statement of expenditure and income, participant cost statement summary, and be printed, signed and sent to PM if requested by PM. Digital version shall include digital copies of supporting documentation.	November 2011
E.1d	Project management by NERI	AU	2012-01-31		Financial report, possibly for midterm report 2011-10-01 - 2011-12-31	Report finances to PM using provided reporting templates. Shall include mid-term financial statement of expenditure and income, participant cost statement summary, and be printed, signed and sent to PM if requested by PM. Digital version shall include digital copies of supporting documentation.	January 2012
E.1d	Project management by NERI	AU	2012-04-30		Digital financial report 2012-01-01 - 2012-03-31	Digitally report finances to PM using provided reporting templates, including digital copies of supporting documentation	April 2012
E.1d	Project management by NERI	AU	2012-07-31		Digital financial report 2012-04-01 - 2012-06-30	Digitally report finances to PM using provided reporting templates, including digital copies of supporting documentation	July 2012
E.1d	Project management by NERI	AU	2012-10-31		Digital financial report 2012-07-01 - 2012-09-30	Digitally report finances to PM using provided reporting templates, including digital copies of supporting documentation	October 2012
E.1d	Project management by NERI	AU	2013-01-31		Financial report for progress report 1 2012-10-01 - 2012-12-31	Report finances to PM using provided reporting templates. Shall be printed, signed and sent to PM. Digital version shall include digital copies of supporting documentation.	January 2012
E.1d	Project management by NERI	AU	2013-04-30		Digital financial report 2013-01-01 - 2013-03-31	Digitally report finances to PM using provided reporting templates, including digital copies of supporting documentation	April 2013
E.1d	Project management by NERI	AU	2013-07-31		Digital financial report 2013-04-01 - 2013-06-30	Digitally report finances to PM using provided reporting templates, including digital copies of supporting documentation	July 2013
E.1d	Project management by NERI	AU	2013-10-31		Digital financial report 2013-07-01 - 2013-09-30	Digitally report finances to PM using provided reporting templates, including digital copies of supporting documentation	October 2013
E.1d	Project management by NERI	AU	2014-01-31		Financial report for progress report 2 2013-10-01 - 2013-12-31	Report finances to PM using provided reporting templates. Shall be printed, signed and sent to PM. Digital version shall include digital copies of supporting documentation.	January 2014

E.1d	Project management by NERI	AU	2014-04-30		Digital financial report 2014-01-01 - 2014-03-31	Digitally report finances to PM using provided reporting templates, including digital copies of supporting documentation	April 2014
E.1d	Project management by NERI	AU	2014-07-31		Digital financial report 2014-04-01 - 2014-06-30	Digitally report finances to PM using provided reporting templates, including digital copies of supporting documentation	July 2014
E.1d	Project management by NERI	AU	2014-10-31		Digital financial report 2014-07-01 - 2014-09-30	Digitally report finances to PM using provided reporting templates, including digital copies of supporting documentation	October 2014
E.1d	Project management by NERI	AU	2015-01-31		Financial report for final report 2014-10-01 - 2014-12-31	Report finances to PM using provided reporting templates. Shall include final financial statement of expenditure and income, including participant cost statement summary. Shall be printed, signed and sent to PM. Digital version shall include digital copies of supporting documentation.	October 2015
E.1d	Project management by NERI	AU	2010-12-31		Updated Monitoring Protocol	Update Monitoring Protocol together with PM	December 2010
E.1d	Project management by NERI	AU	2011-12-31		Updated Monitoring Protocol	Update Monitoring Protocol together with PM	December 2012
E.1d	Project management by NERI	AU	2012-12-31		Updated Monitoring Protocol	Update Monitoring Protocol together with PM	January 2013
E.1d	Project management by NERI	AU	2013-12-31		Updated Monitoring Protocol	Update Monitoring Protocol together with PM	December 2013
E.1d	Project management by NERI	AU	2014-09-30		Updated Monitoring Protocol	Update Monitoring Protocol together with PM	September 2014
E.1d	Project management by NERI	AU		2010-08-15	Technical report delivered	Technical report to PM using provided reporting templates	August 2010
E.1d	Project management by NERI	AU		2011-03-31	Technical report delivered	Technical report to PM using provided reporting templates	2011-09-06
E.1d	Project management by NERI	AU		2013-01-31	Technical report delivered	Technical report to PM using provided reporting templates	January 2013
E.1d	Project management by NERI	AU		2014-01-31	Technical report delivered	Technical report to PM using provided reporting templates	January 2014
E.1d	Project management by NERI	AU		2015-09-30	Final technical report delivered	Technical report to PM using provided reporting templates	September 2015
E.1d	Project management by NERI	AU	2010-04-30		Monitoring protocol established	Create Monitoring Protocol together with PM	April 2010
E.1d	Project management by NERI	AU	2014-12-31		Monitoring protocol completely filled out		September 2015

SwAM monitoring protocol

Action No	Short name	Responsible beneficiary	Project deadline (monitoring indicator)	Beneficiarydeadline	Output (Source of verification)	Task	Date of completion
A.8	Contracting consultant	SwAM	2013-12-31		Contract with consultant to carry out identification of suitable areas for protection of the harbour porpoise in Swedish waters		2014-06-27
A.9	Purchasing SAM devices	SwAM	2010-09-30		SAM devices for deployment in Swedish waters purchased		2010-10-20
C.5	Identification of areas for protection in Sweden	SwAM	2015-03-31		Identified areas suitable for the protection of the harbour porpoise in Swedish waters		February 2016
D.9	Swedish workshop	SwAM	2014-12-31		Workshop held for relevant bodies in Sweden		December 2014
E.1	Project management	SwAM	2010-07-31		Financial report for inception report 2010-01-01 - 2010-06-30	Report finances to PM using provided reporting templates. Shall be printed, signed and sent to PM. Digital version shall include digital copies of supporting documentation.	July 2010
E.1	Project management	SwAM	2010-10-31		Digital financial report 2010-07-01 - 2010-09-30	Digitally report finances to PM using provided reporting templates, including digital copies of supporting documentation	October 2010
E.1	Project management	SwAM	2011-01-31		Financial report, possibly for midterm report 2010-10-01 - 2010-12-31	Report finances to PM using provided reporting templates. Shall include mid-term financial statement of expenditure and income, participant cost statement summary, and be printed, signed and sent to PM if requested by PM. Digital version shall include digital copies of supporting documentation.	January 2011
E.1	Project management	SwAM	2011-04-30		Financial report, possibly for midterm report 2011-01-01 - 2011-03-31	Report finances to PM using provided reporting templates. Shall include mid-term financial statement of expenditure and income, participant cost statement summary, and be printed, signed and sent to PM if requested by PM. Digital version shall include digital copies of supporting documentation.	April 2011
E.1	Project management	SwAM	2011-07-31		Financial report, possibly for midterm report 2011-04-01 - 2011-06-30	Report finances to PM using provided reporting templates. Shall include mid-term financial statement of expenditure and income, participant cost statement summary, and be printed, signed and sent to PM if requested by PM. Digital version shall include digital copies of supporting documentation.	August 2011
E.1	Project management	SwAM	2011-10-31		Financial report, possibly for midterm report 2011-07-01 - 2011-09-30	Report finances to PM using provided reporting templates. Shall include mid-term financial statement of expenditure and income, participant cost statement summary, and be printed, signed and sent to PM if requested by PM. Digital version shall include digital copies of supporting documentation.	October 2011
E.1	Project management	SwAM	2012-01-31		Financial report, possibly for midterm report 2011-10-01 - 2011-12-31	Report finances to PM using provided reporting templates. Shall include mid-term financial statement of expenditure and income, participant cost statement summary, and be printed, signed and sent to PM if requested by PM. Digital version shall include digital copies of supporting documentation.	January 2012
E.1	Project management	SwAM	2012-04-30		Digital financial report 2012-01-01 - 2012-03-31	Digitally report finances to PM using provided reporting templates, including digital copies of supporting documentation	April 2012
E.1	Project management	SwAM	2012-07-31		Digital financial report 2012-04-01 - 2012-06-30	Digitally report finances to PM using provided reporting templates, including digital copies of supporting documentation	July 2012

E.1	Project management	SwAM	2012-10-31	Digital financial report 2012-07-01 - 2012-09-30	Digitally report finances to PM using provided reporting templates, including digital copies of supporting documentation	October 2012
E.1	Project management	SwAM	2013-01-31	Financial report for progress report 1 2012-10-01 - 2012-12-31	Report finances to PM using provided reporting templates. Shall be printed, signed and sent to PM. Digital version shall include digital copies of supporting documentation.	January 2013
E.1	Project management	SwAM	2013-04-30	Digital financial report 2013-01-01 - 2013-03-31	Digitally report finances to PM using provided reporting templates, including digital copies of supporting documentation	April 2013
E.1	Project management	SwAM	2013-07-31	Digital financial report 2013-04-01 - 2013-06-30	Digitally report finances to PM using provided reporting templates, including digital copies of supporting documentation	July 2013
E.1	Project management	SwAM	2013-10-31	Digital financial report 2013-07-01 - 2013-09-30	Digitally report finances to PM using provided reporting templates, including digital copies of supporting documentation	October 2013
E.1	Project management	SwAM	2014-09-30	Financial report for progress report 2 2013-10-01 - 2013-12-31	Report finances to PM using provided reporting templates. Shall be printed, signed and sent to PM. Digital version shall include digital copies of supporting documentation.	September 2014
E.1	Project management	SwAM	2014-04-30	Digital financial report 2014-01-01 - 2014-03-31	Digitally report finances to PM using provided reporting templates, including digital copies of supporting documentation	April 2014
E.1	Project management	SwAM	2014-07-31	Digital financial report 2014-04-01 - 2014-06-30	Digitally report finances to PM using provided reporting templates, including digital copies of supporting documentation	July 2014
E.1	Project management	SwAM	2014-10-31	Digital financial report 2014-07-01 - 2014-09-30	Digitally report finances to PM using provided reporting templates, including digital copies of supporting documentation	October 2014
E.1	Project management	SwAM	2015-01-31	Financial report for final report 2014-10-01 - 2014-12-31	Report finances to PM using provided reporting templates. Shall include final financial statement of expenditure and income, including participant cost statement summary. Shall be printed, signed and sent to PM. Digital version shall include digital copies of supporting documentation.	October 2015
E.1	Project management	SwAM	2010-12-31	Updated Monitoring Protocol	Update Monitoring Protocol together with PM	December 2010
E.1	Project management	SwAM	2011-12-31	Updated Monitoring Protocol	Update Monitoring Protocol together with PM	December 2011
E.1	Project management	SwAM	2012-12-31	Updated Monitoring Protocol	Update Monitoring Protocol together with PM	January 2013
E.1	Project management	SwAM	2013-12-31	Updated Monitoring Protocol	Update Monitoring Protocol together with PM	December 2013
E.1	Project management	SwAM	2014-09-30	Updated Monitoring Protocol	Update Monitoring Protocol together with PM	September 2014
E.1	Project management	SwAM		2010-08-15 Technical report delivered	Technical report to PM using provided reporting templates	August 2010
E.1	Project management	SwAM		2011-03-31 Technical report delivered	Technical report to PM using provided reporting templates	February 2011
E.1	Project management	SwAM		2013-01-31 Technical report delivered	Technical report to PM using provided reporting templates	January 2013
E.1	Project management	SwAM		2014-01-31 Technical report delivered	Technical report to PM using provided reporting templates	January 2014
E.1	Project management	SwAM		2015-09-30 Final technical report delivered	Technical report to PM using provided reporting templates	December 2015

Särkänniemi monitoring protocol

Action No	Short name	Responsible beneficiary	Project deadline (monitoring indicator)	Beneficiary deadline	Output (Source of verification)	Task	Date of completion
D.4	Exhibition	Särkänniemi	2011-05-31		Exhibition set up at Särkänniemi		November 2011
E.1	Project management	Särkänniemi	2010-07-31		Financial report for inception report 2010-01-01 - 2010-06-30	Report finances to PM using provided reporting templates. Shall be printed, signed and sent to PM. Digital version shall include digital copies of supporting documentation.	July 2010
E.1	Project management	Särkänniemi	2010-10-31		Digital financial report 2010-07-01 - 2010-09-30	Digitally report finances to PM using provided reporting templates, including digital copies of supporting documentation	October 2010
E.1	Project management	Särkänniemi	2011-01-31		Financial report, possibly for midterm report 2010-10-01 - 2010-12-31	Report finances to PM using provided reporting templates. Shall include mid-term financial statement of expenditure and income, participant cost statement summary, and be printed, signed and sent to PM if requested by PM. Digital version shall include digital copies of supporting documentation.	January 2011
E.1	Project management	Särkänniemi	2011-04-30		Financial report, possibly for midterm report 2011-01-01 - 2011-03-31	Report finances to PM using provided reporting templates. Shall include mid-term financial statement of expenditure and income, participant cost statement summary, and be printed, signed and sent to PM if requested by PM. Digital version shall include digital copies of supporting documentation.	April 2011
E.1	Project management	Särkänniemi	2011-07-31		Financial report, possibly for midterm report 2011-04-01 - 2011-06-30	Report finances to PM using provided reporting templates. Shall include mid-term financial statement of expenditure and income, participant cost statement summary, and be printed, signed and sent to PM if requested by PM. Digital version shall include digital copies of supporting documentation.	August 2011
E.1	Project management	Särkänniemi	2011-10-31		Financial report, possibly for midterm report 2011-07-01 - 2011-09-30	Report finances to PM using provided reporting templates. Shall include mid-term financial statement of expenditure and income, participant cost statement summary, and be printed, signed and sent to PM if requested by PM. Digital version shall include digital copies of supporting documentation.	October 2011
E.1	Project management	Särkänniemi	2012-01-31		Financial report, possibly for midterm report 2011-10-01 - 2011-12-31	Report finances to PM using provided reporting templates. Shall include mid-term financial statement of expenditure and income, participant cost statement summary, and be printed, signed and sent to PM if requested by PM. Digital version shall include digital copies of supporting documentation.	January 2012
E.1	Project management	Särkänniemi	2012-04-30		Digital financial report 2012-01-01 - 2012-03-31	Digitally report finances to PM using provided reporting templates, including digital copies of supporting documentation	April 2012

E.1	Project management	Särkänniemi	2012-07-31		Digital financial report 2012-04-01 - 2012-06-30	Digitally report finances to PM using provided reporting templates, including digital copies of supporting documentation	July 2012
E.1	Project management	Särkänniemi	2012-10-31		Digital financial report 2012-07-01 - 2012-09-30	Digitally report finances to PM using provided reporting templates, including digital copies of supporting documentation	October 2012
E.1	Project management	Särkänniemi	2013-01-31		Financial report for progress report 1 2012-10-01 - 2012-12-31	Report finances to PM using provided reporting templates. Shall be printed, signed and sent to PM. Digital version shall include digital copies of supporting documentation.	January 2013
E.1	Project management	Särkänniemi	2013-04-30		Digital financial report 2013-01-01 - 2013-03-31	Digitally report finances to PM using provided reporting templates, including digital copies of supporting documentation	April 2013
E.1	Project management	Särkänniemi	2013-07-31		Digital financial report 2013-04-01 - 2013-06-30	Digitally report finances to PM using provided reporting templates, including digital copies of supporting documentation	July 2013
E.1	Project management	Särkänniemi	2013-10-31		Digital financial report 2013-07-01 - 2013-09-30	Digitally report finances to PM using provided reporting templates, including digital copies of supporting documentation	October 2013
E.1	Project management	Särkänniemi	2014-09-30		Financial report for progress report 2 2013-10-01 - 2013-12-31	Report finances to PM using provided reporting templates. Shall be printed, signed and sent to PM. Digital version shall include digital copies of supporting documentation.	February 2014
E.1	Project management	Särkänniemi	2014-04-30		Digital financial report 2014-01-01 - 2014-03-31	Digitally report finances to PM using provided reporting templates, including digital copies of supporting documentation	April 2014
E.1	Project management	Särkänniemi	2014-07-31		Digital financial report 2014-04-01 - 2014-06-30	Digitally report finances to PM using provided reporting templates, including digital copies of supporting documentation	July 2014
E.1	Project management	Särkänniemi	2014-10-31		Digital financial report 2014-07-01 - 2014-09-30	Digitally report finances to PM using provided reporting templates, including digital copies of supporting documentation	November 2014
E.1	Project management	Särkänniemi	2015-01-31		Financial report for final report 2014-10-01 - 2014-12-31	Report finances to PM using provided reporting templates. Shall include final financial statement of expenditure and income, including participant cost statement summary. Shall be printed, signed and sent to PM. Digital version shall include digital copies of supporting documentation.	October 2015
E.1	Project management	Särkänniemi	2010-12-31		Updated Monitoring Protocol	Update Monitoring Protocol together with PM	December 2010
E.1	Project management	Särkänniemi	2011-12-31		Updated Monitoring Protocol	Update Monitoring Protocol together with PM	December 2011
E.1	Project management	Särkänniemi	2012-12-31		Updated Monitoring Protocol	Update Monitoring Protocol together with PM	January 2013
E.1	Project management	Särkänniemi	2013-12-31		Updated Monitoring Protocol	Update Monitoring Protocol together with PM	December 2013
E.1	Project management	Särkänniemi	2014-09-30		Updated Monitoring Protocol	Update Monitoring Protocol together with PM	September 2014
E.1	Project management	Särkänniemi		2010-08-15	Technical report delivered	Technical report to PM using provided reporting templates	August 2010
E.1	Project management	Särkänniemi		2011-03-31	Technical report delivered	Technical report to PM using provided reporting templates	September 2011
E.1	Project management	Särkänniemi		2013-01-31	Technical report delivered	Technical report to PM using provided reporting templates	January 2013
E.1	Project management	Särkänniemi		2014-01-31	Technical report delivered	Technical report to PM using provided reporting templates	Januari 2014

E.1	Project management	Särkänniemi		2015-09-30	Final technical report delivered	Technical report to PM using provided reporting templates	August 2015
E.1	Project management	Särkänniemi	2010-04-30		Monitoring protocol established	Create Monitoring Protocol together with PM	April 2010
E.1	Project management	Särkänniemi	2014-12-31		Monitoring protocol completely filled out		November 2015

TUAS monitoring protocol

Action No	Short name	Responsible beneficiary	Project deadline (monitoring indicator)	Beneficiary deadline	Output (Source of verification)	Task	Date of completion
A.1	Setting up data collection logistics	TUAS		2010-08-30	Last potential request to KD on alternative positions	Request PM about alternative SAM positions - if needed	2010-11-04
A.1	Setting up data collection logistics	TUAS	2010-11-30	2010-10-31	Confirmed positions for SAM deployment in Finland	Confirm all SAM positions with PM	2010-11-05
A.1	Setting up data collection logistics	TUAS	2010-12-31	2010-11-30	All permits necessary for deployment in Finland ready		2011-01-31
A.1	Setting up data collection logistics	TUAS	2011-03-05		All equipment ready for deployment		March 2011
A.3	Sea security course	TUAS	2010-05-31		Selected at-sea personnel has taken part in sea security course		2010-05-19
C.1b	SAM and basic analyses in Finland	TUAS	2011-10-31		First batch of SAM data from Finland in project data base		October 2011
C.1b	SAM and basic analyses in Finland	TUAS	2013-06-15		All SAM data from Finland in project data base		August 2013
D.3b	Public information meetings in Finland	TUAS	2012-06-30		3 information meetings held for the public in Finland		May 2011
E.1b	Project management by TUAS	TUAS	2010-07-31		Financial report for inception report 2010-01-01 - 2010-06-30	Report finances to PM using provided reporting templates. Shall be printed, signed and sent to PM. Digital version shall include digital copies of supporting documentation.	July 2010
E.1b	Project management by TUAS	TUAS	2010-10-31		Digital financial report 2010-07-01 - 2010-09-30	Digitally report finances to PM using provided reporting templates, including digital copies of supporting documentation	October 2010
E.1b	Project management by TUAS	TUAS	2011-01-31		Financial report, possibly for midterm report 2010-10-01 - 2010-12-31	Report finances to PM using provided reporting templates. Shall include mid-term financial statement of expenditure and income, participant cost statement summary, and be printed, signed and sent to PM if requested by PM. Digital version shall include digital copies of supporting documentation.	January 2011
E.1b	Project management by TUAS	TUAS	2011-04-30		Financial report, possibly for midterm report 2011-01-01 - 2011-03-31	Report finances to PM using provided reporting templates. Shall include mid-term financial statement of expenditure and income, participant cost statement summary, and be printed, signed and sent to PM if requested by PM. Digital version shall include digital copies of supporting documentation.	April 2011
E.1b	Project management by TUAS	TUAS	2011-07-31		Financial report, possibly for midterm report 2011-04-01 - 2011-06-30	Report finances to PM using provided reporting templates. Shall include mid-term financial statement of expenditure and income, participant cost statement summary, and be printed, signed and sent to PM if requested by PM. Digital version shall include digital copies of supporting documentation.	August 2011

E.1b	Project management by TUAS	TUAS	2011-10-31	Financial report, possibly for midterm report 2011-07-01 - 2011-09-30	Report finances to PM using provided reporting templates. Shall include mid-term financial statement of expenditure and income, participant cost statement summary, and be printed, signed and sent to PM if requested by PM. Digital version shall include digital copies of supporting documentation.	October 2011
E.1b	Project management by TUAS	TUAS	2012-01-31	Financial report, possibly for midterm report 2011-10-01 - 2011-12-31	Report finances to PM using provided reporting templates. Shall include mid-term financial statement of expenditure and income, participant cost statement summary, and be printed, signed and sent to PM if requested by PM. Digital version shall include digital copies of supporting documentation.	January 2012
E.1b	Project management by TUAS	TUAS	2012-04-30	Digital financial report 2012-01-01 - 2012-03-31	Digitally report finances to PM using provided reporting templates, including digital copies of supporting documentation	April 2012
E.1b	Project management by TUAS	TUAS	2012-07-31	Digital financial report 2012-04-01 - 2012-06-30	Digitally report finances to PM using provided reporting templates, including digital copies of supporting documentation	July 2012
E.1b	Project management by TUAS	TUAS	2012-10-31	Digital financial report 2012-07-01 - 2012-09-30	Digitally report finances to PM using provided reporting templates, including digital copies of supporting documentation	October 2012
E.1b	Project management by TUAS	TUAS	2013-01-31	Financial report for progress report 1 2012-10-01 - 2012-12-31	Report finances to PM using provided reporting templates. Shall be printed, signed and sent to PM. Digital version shall include digital copies of supporting documentation.	January 2013
E.1b	Project management by TUAS	TUAS	2013-04-30	Digital financial report 2013-01-01 - 2013-03-31	Digitally report finances to PM using provided reporting templates, including digital copies of supporting documentation	April 2013
E.1b	Project management by TUAS	TUAS	2013-07-31	Digital financial report 2013-04-01 - 2013-06-30	Digitally report finances to PM using provided reporting templates, including digital copies of supporting documentation	July 2013
E.1b	Project management by TUAS	TUAS	2013-10-31	Digital financial report 2013-07-01 - 2013-09-30	Digitally report finances to PM using provided reporting templates, including digital copies of supporting documentation	October 2013
E.1b	Project management by TUAS	TUAS	2014-09-30	Financial report for progress report 2 2013-10-01 - 2013-12-31	Report finances to PM using provided reporting templates. Shall be printed, signed and sent to PM. Digital version shall include digital copies of supporting documentation.	September 2014
E.1b	Project management by TUAS	TUAS	2014-04-30	Digital financial report 2014-01-01 - 2014-03-31	Digitally report finances to PM using provided reporting templates, including digital copies of supporting documentation	April 2014

E.1b	Project management by TUAS	TUAS	2014-07-31		Digital financial report 2014-04-01 - 2014-06-30	Digitally report finances to PM using provided reporting templates, including digital copies of supporting documentation	July 2014
E.1b	Project management by TUAS	TUAS	2014-10-31		Digital financial report 2014-07-01 - 2014-09-30	Digitally report finances to PM using provided reporting templates, including digital copies of supporting documentation	October 2014
E.1b	Project management by TUAS	TUAS	2015-01-31		Financial report for final report 2014-10-01 - 2014-12-31	Report finances to PM using provided reporting templates. Shall include final financial statement of expenditure and income, including participant cost statement summary. Shall be printed, signed and sent to PM. Digital version shall include digital copies of supporting documentation.	January 2015
E.1b	Project management by TUAS	TUAS	2010-12-31		Updated Monitoring Protocol	Update Monitoring Protocol together with PM	December 2010
E.1b	Project management by TUAS	TUAS	2011-12-31		Updated Monitoring Protocol	Update Monitoring Protocol together with PM	December 2011
E.1b	Project management by TUAS	TUAS	2012-12-31		Updated Monitoring Protocol	Update Monitoring Protocol together with PM	January 2013
E.1b	Project management by TUAS	TUAS	2013-12-31		Updated Monitoring Protocol	Update Monitoring Protocol together with PM	December 2013
E.1b	Project management by TUAS	TUAS	2014-09-30		Updated Monitoring Protocol	Update Monitoring Protocol together with PM	December 2014
E.1b	Project management by TUAS	TUAS		2010-08-15	Technical report delivered	Technical report to PM using provided reporting templates	August 2010
E.1b	Project management by TUAS	TUAS		2011-03-31	Technical report delivered	Technical report to PM using provided reporting templates	October 2011
E.1b	Project management by TUAS	TUAS		2013-01-31	Technical report delivered	Technical report to PM using provided reporting templates	January 2013
E.1b	Project management by TUAS	TUAS		2014-01-31	Technical report delivered	Technical report to PM using provided reporting templates	January 2014
E.1b	Project management by TUAS	TUAS		2015-09-30	Final technical report delivered	Technical report to PM using provided reporting templates	August 2015
E.1b	Project management by TUAS	TUAS	2010-04-30		Monitoring protocol established	Create Monitoring Protocol together with PM	April 2010
E.1b	Project management by TUAS	TUAS	2014-12-31		Monitoring protocol completely filled out		August 2015

UG monitoring protocol

Action No	Short name	Responsible beneficiary	Project deadline (monitoring indicator)	Beneficiary deadline	Output (Source of verification)	Task	Date of completion
A.1	Setting up data collection logistics	UG		2010-08-30	Last potential request to KD on alternative positions	Request PM about alternative SAM positions - if needed	August 2010
A.1	Setting up data collection logistics	UG	2010-11-30	2010-10-31	Confirmed positions for SAM deployment in Poland	Confirm all SAM positions with PM	October 2010
A.1	Setting up data collection logistics	UG	2010-12-31	2010-11-30	All permits necessary for deployment in Poland ready		November 2010
A.1	Setting up data collection logistics	UG	2010-12-31		All equipment ready for deployment		December 2010
A.3	Sea security course	UG	2010-09-30		Selected at-sea personnel has taken part in sea security course		October 2010
C.1c	SAM and basic analyses in Poland	UG	2011-10-31		First batch of SAM data from Poland in project data base		October 2011
C.1c	SAM and basic analyses in Poland	UG	2013-06-15		All SAM data from Poland in project data base		July 2013
D.4	Exhibition	UG	2011-05-31		Exhibition set up		April 2011
D.5	Polish dissemination	UG	2011-05-31		Polish leaflet produced		May 2011
D.5	Polish dissemination	UG	2011-05-31		Polish TV-spot produced		August 2011
E.1c	Project management by UG	UG		2010-07-31	Financial report for inception report 2010-01-01 - 2010-06-30	Report finances to PM using provided reporting templates. Shall be printed, signed and sent to PM. Digital version shall include digital copies of supporting documentation.	July 2010
E.1c	Project management by UG	UG		2010-10-31	Digital financial report 2010-07-01 - 2010-09-30	Digitally report finances to PM using provided reporting templates, including digital copies of supporting documentation	October 2010
E.1c	Project management by UG	UG		2011-01-31	Financial report, possibly for midterm report 2010-10-01 - 2010-12-31	Report finances to PM using provided reporting templates. Shall include mid-term financial statement of expenditure and income, participant cost statement summary, and be printed, signed and sent to PM if requested by PM. Digital version shall include digital copies of supporting documentation.	January 2011
E.1c	Project management by UG	UG		2011-04-30	Financial report, possibly for midterm report 2011-01-01 - 2011-03-31	Report finances to PM using provided reporting templates. Shall include mid-term financial statement of expenditure and income, participant cost statement summary, and be printed, signed and sent to PM if requested by PM. Digital version shall include digital copies of supporting documentation.	April 2011
E.1c	Project management by UG	UG		2011-07-31	Financial report, possibly for midterm report 2011-04-01 - 2011-06-30	Report finances to PM using provided reporting templates. Shall include mid-term financial statement of expenditure and income, participant cost statement summary, and be printed, signed and sent to PM if requested by PM. Digital version shall include digital copies of supporting documentation.	August 2011
E.1c	Project management by UG	UG		2011-10-31	Financial report, possibly for midterm report 2011-07-01 - 2011-09-30	Report finances to PM using provided reporting templates. Shall include mid-term financial statement of expenditure and income, participant cost statement summary, and be printed, signed and sent to PM if requested by PM. Digital version shall include digital copies of supporting documentation.	October 2011

E.1c	Project management by UG	UG		2012-01-31	Financial report, possibly for midterm report 2011-10-01 - 2011-12-31	Report finances to PM using provided reporting templates. Shall include mid-term financial statement of expenditure and income, participant cost statement summary, and be printed, signed and sent to PM if requested by PM. Digital version shall include digital copies of supporting documentation.	January 2012
E.1c	Project management by UG	UG		2012-04-30	Digital financial report 2012-01-01 - 2012-03-31	Digitally report finances to PM using provided reporting templates, including digital copies of supporting documentation	April 2012
E.1c	Project management by UG	UG		2012-07-31	Digital financial report 2012-04-01 - 2012-06-30	Digitally report finances to PM using provided reporting templates, including digital copies of supporting documentation	July 2012
E.1c	Project management by UG	UG		2012-10-31	Digital financial report 2012-07-01 - 2012-09-30	Digitally report finances to PM using provided reporting templates, including digital copies of supporting documentation	October 2012
E.1c	Project management by UG	UG		2013-01-31	Financial report for progress report 1 2012-10-01 - 2012-12-31	Report finances to PM using provided reporting templates. Shall be printed, signed and sent to PM. Digital version shall include digital copies of supporting documentation.	January 2013
E.1c	Project management by UG	UG		2013-04-30	Digital financial report 2013-01-01 - 2013-03-31	Digitally report finances to PM using provided reporting templates, including digital copies of supporting documentation	April 2013
E.1c	Project management by UG	UG		2013-07-31	Digital financial report 2013-04-01 - 2013-06-30	Digitally report finances to PM using provided reporting templates, including digital copies of supporting documentation	July 2013
E.1c	Project management by UG	UG		2013-10-31	Digital financial report 2013-07-01 - 2013-09-30	Digitally report finances to PM using provided reporting templates, including digital copies of supporting documentation	October 2013
E.1c	Project management by UG	UG		2014-09-30	Financial report for progress report 2 2013-10-01 - 2013-12-31	Report finances to PM using provided reporting templates. Shall be printed, signed and sent to PM. Digital version shall include digital copies of supporting documentation.	September 2014
E.1c	Project management by UG	UG		2014-04-30	Digital financial report 2014-01-01 - 2014-03-31	Digitally report finances to PM using provided reporting templates, including digital copies of supporting documentation	April 2014
E.1c	Project management by UG	UG		2014-07-31	Digital financial report 2014-04-01 - 2014-06-30	Digitally report finances to PM using provided reporting templates, including digital copies of supporting documentation	July 2014
E.1c	Project management by UG	UG		2014-10-31	Digital financial report 2014-07-01 - 2014-09-30	Digitally report finances to PM using provided reporting templates, including digital copies of supporting documentation	October 2014
E.1c	Project management by UG	UG		2015-01-31	Financial report for final report 2014-10-01 - 2014-12-31	Report finances to PM using provided reporting templates. Shall include final financial statement of expenditure and income, including participant cost statement summary. Shall be printed, signed and sent to PM. Digital version shall include digital copies of supporting documentation.	October 2016
E.1c	Project management by UG	UG	2010-12-31		Updated Monitoring Protocol	Update Monitoring Protocol together with PM	December 2010

E.1c	Project management by UG	UG	2011-12-31		Updated Monitoring Protocol	Update Monitoring Protocol together with PM	December 2011
E.1c	Project management by UG	UG	2012-12-31		Updated Monitoring Protocol	Update Monitoring Protocol together with PM	January 2013
E.1c	Project management by UG	UG	2013-12-31		Updated Monitoring Protocol	Update Monitoring Protocol together with PM	December 2013
E.1c	Project management by UG	UG	2014-09-30		Updated Monitoring Protocol	Update Monitoring Protocol together with PM	September 2014
E.1c	Project management by UG	UG		2010-08-15	Technical report delivered	Technical report to PM using provided reporting templates	August 2010
E.1c	Project management by UG	UG		2011-07-31	Technical report for project midterm report delivered	Technical report to PM using provided reporting templates	2011-09-13
E.1c	Project management by UG	UG		2013-01-31	Technical report delivered	Technical report to PM using provided reporting templates	January 2013
E.1c	Project management by UG	UG		2014-01-31	Technical report delivered	Technical report to PM using provided reporting templates	January 2014
E.1c	Project management by UG	UG		2015-09-30	Final technical report delivered	Technical report to PM using provided reporting templates	August 2015
E.1c	Project management by UG	UG		2010-09-30	Monitoring protocol established	Create Monitoring Protocol together with PM	September 2010
E.1c	Project management by UG	UG	2014-12-31		Monitoring protocol completely filled out		October 2015

YM monitoring protocol

Action No	Short name	Responsible beneficiary	Project deadline (monitoring indicator)	Beneficiary deadline	Output (Source of verification)	Task	Date of completion
D.10	Promotion of results	YM	2014-12-31 Delayed to 2015-12-31		SAMBAH presented at the Green Week in Brussels		June 2015
E.1	Project management	YM	2010-07-31		Financial report for inception report 2010-01-01 - 2010-06-30	Report finances to PM using provided reporting templates. Shall be printed, signed and sent to PM. Digital version shall include digital copies of supporting documentation.	July 2010
E.1	Project management	YM	2010-10-31		Digital financial report 2010-07-01 - 2010-09-30	Digitally report finances to PM using provided reporting templates, including digital copies of supporting documentation	October 2010
E.1	Project management	YM	2011-01-31		Financial report, possibly for midterm report 2010-10-01 - 2010-12-31	Report finances to PM using provided reporting templates. Shall include mid-term financial statement of expenditure and income, participant cost statement summary, and be printed, signed and sent to PM if requested by PM. Digital version shall include digital copies of supporting documentation.	January 2011
E.1	Project management	YM	2011-04-30		Financial report, possibly for midterm report 2011-01-01 - 2011-03-31	Report finances to PM using provided reporting templates. Shall include mid-term financial statement of expenditure and income, participant cost statement summary, and be printed, signed and sent to PM if requested by PM. Digital version shall include digital copies of supporting documentation.	April 2011
E.1	Project management	YM	2011-07-31		Financial report, possibly for midterm report 2011-04-01 - 2011-06-30	Report finances to PM using provided reporting templates. Shall include mid-term financial statement of expenditure and income, participant cost statement summary, and be printed, signed and sent to PM if requested by PM. Digital version shall include digital copies of supporting documentation.	July 2011
E.1	Project management	YM	2011-10-31		Financial report, possibly for midterm report 2011-07-01 - 2011-09-30	Report finances to PM using provided reporting templates. Shall include mid-term financial statement of expenditure and income, participant cost statement summary, and be printed, signed and sent to PM if requested by PM. Digital version shall include digital copies of supporting documentation.	October 2011
E.1	Project management	YM	2012-01-31		Financial report, possibly for midterm report 2011-10-01 - 2011-12-31	Report finances to PM using provided reporting templates. Shall include mid-term financial statement of expenditure and income, participant cost statement summary, and be printed, signed and sent to PM if requested by PM. Digital version shall include digital copies of supporting documentation.	January 2012
E.1	Project management	YM	2012-04-30		Digital financial report 2012-01-01 - 2012-03-31	Digitally report finances to PM using provided reporting templates, including digital copies of supporting documentation	April 2012

E.1	Project management	YM	2012-07-31		Digital financial report 2012-04-01 - 2012-06-30	Digitally report finances to PM using provided reporting templates, including digital copies of supporting documentation	July 2012
E.1	Project management	YM	2012-10-31		Digital financial report 2012-07-01 - 2012-09-30	Digitally report finances to PM using provided reporting templates, including digital copies of supporting documentation	October 2012
E.1	Project management	YM	2013-01-31		Financial report for progress report 1 2012-10-01 - 2012-12-31	Report finances to PM using provided reporting templates. Shall be printed, signed and sent to PM. Digital version shall include digital copies of supporting documentation.	January 2013
E.1	Project management	YM	2013-04-30		Digital financial report 2013-01-01 - 2013-03-31	Digitally report finances to PM using provided reporting templates, including digital copies of supporting documentation	April 2013
E.1	Project management	YM	2013-07-31		Digital financial report 2013-04-01 - 2013-06-30	Digitally report finances to PM using provided reporting templates, including digital copies of supporting documentation	July 2013
E.1	Project management	YM	2013-10-31		Digital financial report 2013-07-01 - 2013-09-30	Digitally report finances to PM using provided reporting templates, including digital copies of supporting documentation	October 2013
E.1	Project management	YM	2014-01-31		Financial report for progress report 2 2013-10-01 - 2013-12-31	Report finances to PM using provided reporting templates. Shall be printed, signed and sent to PM. Digital version shall include digital copies of supporting documentation.	January 2014
E.1	Project management	YM	2014-04-30		Digital financial report 2014-01-01 - 2014-03-31	Digitally report finances to PM using provided reporting templates, including digital copies of supporting documentation	April 2014
E.1	Project management	YM	2014-07-31		Digital financial report 2014-04-01 - 2014-06-30	Digitally report finances to PM using provided reporting templates, including digital copies of supporting documentation	July 2014
E.1	Project management	YM	2014-10-31		Digital financial report 2014-07-01 - 2014-09-30	Digitally report finances to PM using provided reporting templates, including digital copies of supporting documentation	October 2014
E.1	Project management	YM	2015-01-31		Financial report for final report 2014-10-01 - 2014-12-31	Report finances to PM using provided reporting templates. Shall include final financial statement of expenditure and income, including participant cost statement summary. Shall be printed, signed and sent to PM. Digital version shall include digital copies of supporting documentation.	October 2015
E.1	Project management	YM	2010-12-31		Updated Monitoring Protocol	Update Monitoring Protocol together with PM	December 2010
E.1	Project management	YM	2011-12-31		Updated Monitoring Protocol	Update Monitoring Protocol together with PM	December 2011
E.1	Project management	YM	2012-12-31		Updated Monitoring Protocol	Update Monitoring Protocol together with PM	January 2013
E.1	Project management	YM	2013-12-31		Updated Monitoring Protocol	Update Monitoring Protocol together with PM	December 2013
E.1	Project management	YM	2014-09-30		Updated Monitoring Protocol	Update Monitoring Protocol together with PM	September 2014
E.1	Project management	YM		2010-08-15	Technical report delivered	Technical report to PM using provided reporting templates	August 2010
E.1	Project management	YM		2011-03-31	Technical report delivered	Technical report to PM using provided reporting templates	March 2011
E.1	Project management	YM		2013-01-31	Technical report delivered	Technical report to PM using provided reporting templates	January 2013
E.1	Project management	YM		2014-01-31	Technical report delivered	Technical report to PM using provided reporting templates	January 2014

E.1	Project management	YM		2015-09-30	Final technical report delivered	Technical report to PM using provided reporting templates	August 2015
E.1	Project management	YM	2010-04-30		Monitoring protocol established	Create Monitoring Protocol together with PM	April 2010
E.1	Project management	YM	2014-12-31		Monitoring protocol completely filled out		October 2015