

REPUBLIC OF SERBIA
MINISTRY OF EDUCATION, SCIENCE AND TECHNOLOGICAL DEVELOPMENT

4.1.2. Detailed description of work through subprojects.

Name of subproject: Project Management
Ordinal number of subproject: 1
Month of beginning of subproject (in the interval from 1 to 36): 1
Month of completion of subproject (in the interval from 1 to 36): 36
List of researchers who participate in the project realization: The partner (team) leaders from Serbia and China will make a Steering board of the project responsible for Management. The chief of the Steering board is the Project coordinator. The following persons make Steering board: <ol style="list-style-type: none">1. Prof. Aleksandar RODIĆ, IMP, Serbia (Project coordinator from Serbia)2. Prof. Petar PETROVIĆ, MFB, Serbia3. Prof. Stevan STANKOVSKI, FTN, Serbia4. Prof. Xiangrong XU, AHUT, China (Project coordinator from China)5. Prof. Xinjun LIU, TSU, Beijing, China6. Yongqiang XIAO, EFORT Co., LTD., Wuhu, China
Subproject description (up to 2000 characters with spaces): The subproject SP1 deals with management/coordination activities of the bilateral project that are of crucial high importance for the successful realization. The SP1 includes the following activities: i) project plan elaboration, ii) project activities coordination, iii) permanent communication with partners in Serbia and in China, iv) communication with industrial partners (participants), v) organization of consortium meetings, vi) planning of bilateral visits and academic exchange, vii) purchasing equipment and material necessary for project regular accomplishing, viii) quality management, ix) risk management, x) financial management, xi) planning and management of the intellectual property rights, xii) planning of know-how and technology transfer from the research domain to industry (end-users), xiii) project reporting, xiv) public relations, etc.
Subproject objectives (up to 2000 characters with spaces): This subproject comprises all partners to manage their involvement in the project. The goal of SP1 is to guarantee a smooth and effective coordination of the activities within the bilateral China-Serbia project based on previously established partnership between the academic institutions in both countries. There are multiple objectives towards this goal including everyday management and monitoring of the project (administrative, technical and financial terms), ensuring adherence of the work to the overall project plans, resources and timing, offering the interface to the national Ministry/Governmental services and external actors and assuring high quality of the project outcomes.
Task 1
Task name: Project Management
Task description (up to 500 characters with spaces):

REPUBLIC OF SERBIA
MINISTRY OF EDUCATION, SCIENCE AND TECHNOLOGICAL DEVELOPMENT

This task covers the control of the project progress by ensuring administrative and contractual relationships within the consortium and with the Ministry of Education, Science and Technological Development. The PM specifically ensures the management of the following activities: a) Project scope, integration and change management (where required), b) project deliverables, c) governance, reporting, finances and legal issues, d) internal communication between the members of the consortium. The PM is in charge of reporting towards the national Ministry and interacting with the Ministry Project Officer. Under the guidance of IMP experienced legal office a Consortium Agreement will be developed, aligned and signed prior to the signature of the Grant Agreement.

List of results:

- 1.1. Overall project plan
- 1.2. Consortium Agreement

Task 2

Task name: **Technical Management**

Task description (up to 500 characters with spaces):

Technical Project Managers, MF and TU will ensure the overall technical coordination and monitoring of the progress of the technical activities against the work plan (including technical plans, standards and technical specifications, configuration management issues and demonstrations). MF and TU will ensure that efficient internal organization of the consortium is provided during the project lifetime and will monitor project progress (objective achievement, delivering) compared to the plan through periodic activity reporting, phone and email communication. This will detail work completed, forthcoming, risks, problems encountered and potential solutions and possible deviations.

List of results:

- 2.1. Periodic Progress Reports
- 2.2. Annual Reports
- 2.3. Final Project Report including lessons learnt

Task 3

Task name: **Business Management**

Task description (up to 500 characters with spaces):

This task underlines the importance attached to an economic approach in the project. The Business Management comprises the following responsibilities: a) Business model specifications and standards, b) Scope management – business model issues, c) Business plans, standards and configuration management issues, d) Change management – business issues, e) Business deliverables and quality assurance and f) Ethics

List of results:

REPUBLIC OF SERBIA
MINISTRY OF EDUCATION, SCIENCE AND TECHNOLOGICAL DEVELOPMENT

3.1. Business plan
Task 4
Task name: Quality Management
Task description (up to 500 characters with spaces): Major importance will be assigned to implementing an efficient Quality Management which will track activities of the project on different levels. The Quality Assurance within the project will be shared between the Project Management (proper implementation and tracking of the overall project plan, compliance with the contractual obligations, consolidation of KPIs, efficient communication between partners and risk management), the Technical Management (assuring the quality of the technical activities and the technical plan, tracking the technical KPIs and the risks that might put at stake the technical achievements planned for the project) and the Business Management (business deliverables and their quality assurance, tracking of the KPIs geared to economic performance and management of business models. The Quality Management of the project will implement the continuous quality circle: <i>Plan-Do-Check-Act</i> . Special care will be dedicated to managing the interfaces between the different SPs and the roles assigned to safeguard that the full scope of activities will be covered as these interfaces are quality gates which are key to the success of project. A plan of interfaces between SPs will be set up as a prerequisite for Quality Management.
List of results: 4.1. Quality plan identifying quality gates, interfaces between SPs and the critical path 4.2. Periodic Quality Assurance Reports

Subproject title: System Analysis and Conceptualization
Ordinal number of subproject: 2
Month of beginning of subproject (in the interval from 1 to 36): 1
Month of completion of subproject (in the interval from 1 to 36): 6
List of researchers who participate in the project realisation: <ol style="list-style-type: none">1. Aleksandar RODIĆ, IMP, Serbia2. Petar PETROVIĆ, MF, UBG, Serbia3. Stevan STANKOVSKI, FTN, UNS, Serbia4. Xiangrong XU, AHUT, China5. Xinjun LIU, TU, Beijing, China6. Božica A. BOJOVIĆ, MF, UBG, Serbia7. Gordana OSTOJIĆ, FTN, UNS, Serbia8. Zhaodong LIANG, EFORT Co. LTD., China
Subproject description (up to 2000 characters with spaces):