

# **Quality Assurance Plan**

# WP7

**Lead Beneficiary**: 1-RED **Author**(s): Luc Pockelé<sup>1</sup>

Author(s) affiliations: 1R.E.D. Srl

Date: 31/10/2024

#### Dissemination Level

PU	Public, fully open	
SEN	Sensitive - limited under the conditions of the Grant Agreement	Χ
CI	EU classified - RESTREINT-UE/EU-RESTRICTED, CONFIDENTIEL-UE/EU-CONFIDENTIAL, SECRET-UE/EU-SECRET under Decision 2015/444	





This research is funded by the European Union (G.A. 101046937). The views and opinions expressed are however those of the author(s) only and do not necessarily reflect those of the European Union or EISMEA. Neither the European Union nor the granting authority can be held responsible for them.



#### **Update of the Quality Assurance Plan**

#### **Document History**

Version	Date	Authors	Description
1	07/10/2024	L. Pockelé (RED)	Creation of the document
2	14/10/2024	L. Pockelé (RED)	Update first draft
3	21/10/2024	A. Manzella (CNR)	Revision first draft
4	31/10/2024	L. Pockelé (RED)	Final document
5	01/12/2024	L. Pockelé (RED)	Final revision and submission

#### Disclaimer

This document is the property of the DeepU Consortium.

This document may not be copied, reproduced, or modified in the whole or in the part for any purpose without written permission from the DeepU Coordinator with acceptance of the Project Consortium.

This publication was completed with the support of the European Innovation Council and SMEs Executive Agency (EISMEA) under the HORIZON-EIC-2021-PATHFINDEROPEN-01 programme. This research is funded by the European Union (G.A. 101046937). However, the views and opinions expressed are those of the author(s) only and do not necessarily reflect those of the European Union or EISMEA. Neither the European Union nor the granting authority can be held responsible for them.



# **Update of the Quality Assurance Plan**

# **TABLE OF CONTENTS**

PUBLISHABLE SUMMARY				
INTRODUCTION	5			
1. ACHIEVEMENTS	6			
1.1 Organisation	6			
1.1.1 Partners (Beneficiaries)	6			
1.1.2 Coordinator	7			
1.1.3 Project Co-Coordinator	7			
1.1.4 General Assembly - GA	7			
1.1.5 Steering Committee - SC				
1.1.6 Project Specific Committees (PSC)	8			
1.1.7 Extra meetings	9			
1.1.8 Work Package leaders	9			
1.1.9 Meetings	9			
1.1.10 Project review	9			
1.1.11 Final Meeting	10			
1.1.12 Meetings organisation	10			
1.1.13 Minutes				
1.1.14 Gender Equity Plan	11			
1.1.15 Protection of results	11			
1.2 Planning				
1.2.1 Work Breakdown Structure	12			
1.2.2 Deliverables	12			
1.2.3 Document Management	12			
1.2.4 Delays				
1.3 Controls and Reviews				
1.3.1 Reporting & Assessment	13			
1.3.2 Risk Assessment	16			
1.3.3 Dissemination and Publication	16			
2. CONCLUSION	18			
3. REFERENCES	18			
APPENDIX A: BENEFICIARIES (PARTNERS)	19			
APPENDIX B: REVIEWERS OF THE DELIVERABLES	20			
TABLE OF FIGURES				
FIGURE 1: DEEPU PROJECT GOVERNANCE STRUCTURE	6			
FIGURE 2: DELIVERABLES REVIEWERS LIST				



#### **Update of the Quality Assurance Plan**

# **Publishable summary**

This Update of the Quality Assurance Plan (QAP) for the DeepU consortium updates quality assurance requirements and applicable standards and procedures during the European project DeepU. The update of the QAP was produced by the Coordinator with the help of the Steering Committee established during the General Assembly of month 30<sup>th</sup> in Wroclaw. It is structured into the sections Organization, Planning, Controls and Reviews.

This document provides a plan that identifies the responsibilities of the consortium beneficiaries and the process for executing quality requirements. The primary objective of this document is to update the Quality Plan that will continue ensuring high quality results and smooth processes within the consortium during the project.