



Union Civil Protection Mechanism (UCPM)

Prevention and preparedness in civil protection
and marine pollution

Union Civil Protection Mechanism Exercises

Progress Report

Version 1.0
11 July 2018

Disclaimer

This document is aimed at informing applicants for EU funding. It serves only as an example. The actual web forms and templates are provided in the Participant Portal Grant Management System (and may contain certain differences). The reports must be prepared and submitted online via the Participant Portal.




IMPORTANT NOTICE

What is a progress report?

Progress reports are deliverables which are sometimes requested at mid-term (or other crucial points in the project) if there is a long time-span without reporting.

The report must be prepared (by all beneficiaries together) in WORD format and uploaded as a PDF document on the PP Grant Management System (PPGMS) Continuous Reporting Deliverables screen. The template to use is available in the [Participant Portal Reference Documents](#).

 Progress report should NOT be confused with periodic reports. Periodic reports are linked to payments, progress reports are not.



Union Civil Protection Mechanism (UCPM)

PROGRESS REPORT

COVER PAGE

| PROJECT | |
|----------------------------------|---|
| Project number: | 874387 |
| Title: | Improving response capacities and understanding the environmental impacts of new generation low sulphur MAR ine fuel Oil Spills |
| Acronym: | IMAROS |
| Starting date: | 01/01/2020 |
| Duration: | 24 months |
| Coordinator contact: | Kathrine Idås Norwegian Coastal Administration (NCA) |
| Project website (if any): | www.kystverket.no/imaros |
| Amendments: | Request for amendment for prolonged project-period will be sent soon. |


| PERIOD COVERED | |
|--|-----------------------------|
| <p> Please note that this is only a progress report. The information in this report must also be included in the next periodic report/final report.</p> | |
| Period (from last periodic report): | from 1.09.2020 – 30.04.2021 |

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1. DELIVERABLES & MILESTONES (OUTPUTS/OUTCOME)

| Deliverables, milestones (outputs/outcomes) | YES/NO |
|---|--------|
| We confirm that we updated the following PPGMS Continuous Reporting screens: <ul style="list-style-type: none"> • Deliverables • Milestones | YES |

2. OVERVIEW OF THE PROGRESS & ACTIVITIES

| Overview of the progress & activities | YES/NO |
|--|--------|
| We confirm that the project activities are progressing as planned and that there are no major issues that would put the project implementation in danger. <i>If there are issues, identify them and explain the reasons why.</i> | YES |
| We have experienced some difficulties with collecting oil samples. However, the whole project consortium is working intensively on this issue, using their contacts and experience. The IMAROS project has also received valuable help from outside, i.e. partners of the Bonn agreement and EMSA. We do not consider the implementation in danger, and it seems more a matter of time to resolve all obstacles and obtain representative samples. <i>During the last days' work, it seems like also the large samples of oil we are offered, will be representative for properties we want in the project, and will be distributed to us in near future. A planned workshop in connection with testing in Norway in week 36, can be changed to a digital version, depending on the Covid-restriction situation. We have started the planning for both alternatives.</i> <i>We do not consider the implementation in danger.</i> | |

| Implementation timetable | YES/NO |
|--|--------|
| We confirm that the project activities are on schedule and that there are no significant delays. <i>If there are delays, identify them and explain the reasons why.</i> | NO |
| On the 1. April 2020 we posted a notification of delay in the Grant Management Service. The delay is due to the working conditions following the COVID-19 outbreak. In this notification, we outlined reasons and possible consequences for the project. The notification was acknowledged on the 3. April 2020, advising us to introduce a formal request for prolongation at the latest by the time of the first progress report. After the initial weeks of lock down the project consortium resumed work on collecting samples. Where in-person meetings were planned, information exchange mainly had to take place by telephone, email, and online meetings. This is clearly the second best solution. In spite of this, oil sampling is making progress, but it is a time consuming process relying on the good will of industry and on building partnerships outside the project consortium. In the current situation, it is still hard to plan the further progress and predict the situation in the next year. We have revised the project plan considering the current delays. The revised project plan outlines the completion of the project with a 6 months delay. The revised project plan, including a revised timetable is attached to this report (annex 1). However, there is still a great uncertainty to the revised time schedule because of the COVID-19 situation. This applies especially to the workshops, which are important in terms of building a common understanding of the projects results and deciding on next steps forward. | |

| | |
|--|--|
| <p>For the time being, we are working according to the original approach with minor modifications. However, alternative approaches to achieve the projects' objectives will be considered if necessary.</p> <p><i>Due to the COVID-19-restrictions, there is a need for prolonged project-period with 6 months. A notification was send in April 2020, but unfortunately not followed up by us by a formal request of amendment.</i></p> <p><i>Where in-person meetings were planned the situation is still that information exchange mainly have to take place by telephone, email, and online meetings. This is clearly the second best solution.</i></p> <p><i>Small samples are collected and analysed. Collection of large samples, which represent the preferable properties, has been time-consuming. But during the last days we are offered large samples, which will cover the "need" for the project.</i></p> <p><i>The revised project plan presented in Progress Report 1 will still cover the project plan outlines and the completion of the project with a 6 months delay. This applies especially to the following workshop, which is important in terms of building a common understanding of the projects results and deciding on next steps forward.</i></p> <p><i>We are working with the request for amendment for prolonged project-period, and it will be delivered one of the first coming days.</i></p> | |
|--|--|

3. BUDGET IMPLEMENTATION

| Overall budget implementation — Use of resources | YES/NO |
|---|------------|
| <p>We confirm that the overall budget consumption is in line with the advancement of the activities.</p> <p><i>If there are major deviations, identify them and explain the reasons why.</i></p> | YES |
| <p>The project members haven't been able to meet physically in the last year, so the costs for personnel and travel & subsistence in connection with workshops are lower than expected. We will take a closer look at this and possibly come up with a proposal for alternative use, still in accordance with the implemented action described in Annex 1 in Grant Agreement.</p> | |

ANNEXES

LIST OF ANNEXES

Annex 1: Consolidated costs per workpackage

Annex 2: Timetable

EU PROJECT COST REPORTING TABLE

| | |
|-------------------|---------------------|
| Reporting period: | 01012020 - 30042021 |
| Project number: | 874387 |
| Project acronym: | IMAROS |

CONSOLIDATED COSTS PER WORK PACKAGE

COSTS PER WORK PACKAGE

| | A. Personnel | B. Travel & subsistence | C. Subcontracting | D. Costs of financial support to third parties (N/A) | E. Other goods & services | | F. Indirect costs | Total |
|--------------------------------|----------------|-------------------------|-------------------|--|---------------------------|----------------------|-------------------|----------------|
| | | | | | E. 1 Equipment | E.2 Goods & services | | |
| WP 1 Project management | 100 394 | 19 269 | | | | 168 | | 119 831,00 |
| WP 2 Compilation of knowledge | 34 355 | 657 | | | | 1 753 | | 36 765,00 |
| WP 3 Chemical characterisation | 58 248 | | 4 731 | | | 7 905 | | 70 884,00 |
| WP 4 Response options | 3 820 | | | | | | | 3 820,00 |
| TOTAL COSTS PARTICIPANT | 196 817 | 19 926 | 4 731,00 | 0,00 | 0,00 | 9 826 | 16 191 | 247 491 |

