



<b>Project</b>	GUTTA
<b>Work Package number</b>	1
<b>Work Package title</b>	Project management and coordination of activities
<b>Deliverable number</b>	1.2.1.
<b>Deliverable title</b>	6-monthly progress report #1
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<b>Comments</b>	

## Table of Contents

1. Executive Summary .....	2
2. Project progress .....	2
2.1 General achievements.....	2
2.2 Issues fixed or under processing.....	3
2.2.1 CSA.....	3
2.2.2 UniZd.....	3
2.2.3 MMPI .....	3
2.2.4 AdSP.....	3
2.3 Status metrics .....	3
3. Conclusions.....	5

## 1. Executive Summary

This report documents the GUTTA project progress in fulfilment of its specific and communication objectives during the reporting period ranging from 2019-01-01 to 2019-06-30, also termed in the following RP1. Please note that full reporting information is declared on SIU and the present report just represents an overview of its key contents.

It includes reference to project deliverables of this period as well as documentation of major unforeseen delays and achievements.

When not re-defined here, shortcuts refer to the public GUTTA Glossary, which is found at: [https://drive.google.com/open?id=1pEbyf1Rb7gAo8nyGAyft\\_PyVqKrxFXkx](https://drive.google.com/open?id=1pEbyf1Rb7gAo8nyGAyft_PyVqKrxFXkx)

## 2. Project progress

The report is organized into General achievements (Sect.2.1), unforeseen Issues (Sect.2.2), and a summary of project status by means of key metrics (Sect.2.3).

### 2.1 General achievements

CMCC as LP of GUTTA has driven the administrative start-up of the project, including following milestone achievements:

- Jan. 30: successful closure of the Conditions Clearing phase with the Managing Authority (MA)
- Mar.6-8 KO meeting and public open conference
- Mar.12: Subsidy Contract (SC) signed and entered into force
- May 3: last PP signed the Partnership Agreement (PA)

Furthermore, LP invited the European Maritime Safety Agency (EMSA) to be part of the GUTTA's Advisory Board. EMSA accepted with a letter by Mrs. Maya Markovčić Kostelac on Feb.7, 2019.

Teleconferences were organized for prompting and checking implementation of the project. Two remote meetings (on 2019-05-23 and 2019-06-18) were held among PP for discussing technical and financial issues related to the implementation of the project. Furthermore, the LP had some bi-lateral remote meetings with individual PP for discussing specifying issues.

## 2.2 Issues fixed or under processing

### 2.2.1 CSA

-Minor budget amendments were requested (some travels outside programme area approved by MA).

### 2.2.2 UniZd

-Ship simulator seems to be crucial for implementation but UniZd GUTTA budget is not sufficient. Budget amendments were requested for covering part of the costs of the simulator.

### 2.2.3 MMPI

-Reported no expenses in RP1, despite activities were reported.

### 2.2.4 AdSP

-Did not take part to KO (due to GUTTA's PA not yet signed).

-No Steering Committee member nor FLC appointed.

## 2.3 Status metrics

The overall project progress, inclusive of implementation gaps, both at WP and activity level, is summarized in Fig.1-3. The data displayed in the pie charts are based on the following

### Linearity hypothesis:

The due fraction  $f_d$  of advancement of a project unit (either a WP or an activity) is computed as:

$$f_d = \frac{PM_{rp}}{PM_{tot}} \quad (\text{Eq.1})$$

Where  $PM_{tot}$  is the total number of project months over which the unit spans and  $PM_{rp}$  is the number of project months of the current reporting period over which the unit spans. Both numerator and denominator of Eq.1 can be found in the Gantt table of the project.

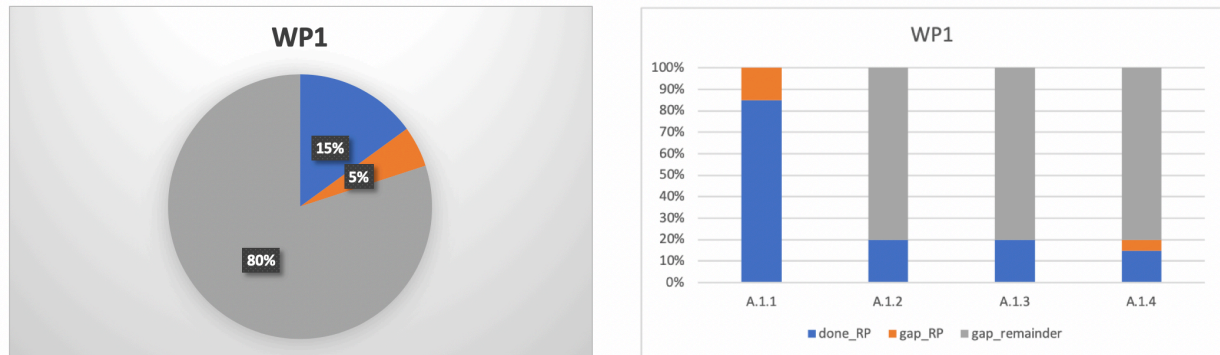


Figure 1 left: WP1 implementation status; right: breakdown at activity level. Blue is the implemented fraction; orange is the missing fraction within current RP, grey is the remaining part till project end. Negative orange values indicate that the activity was planned for a subsequent RP.

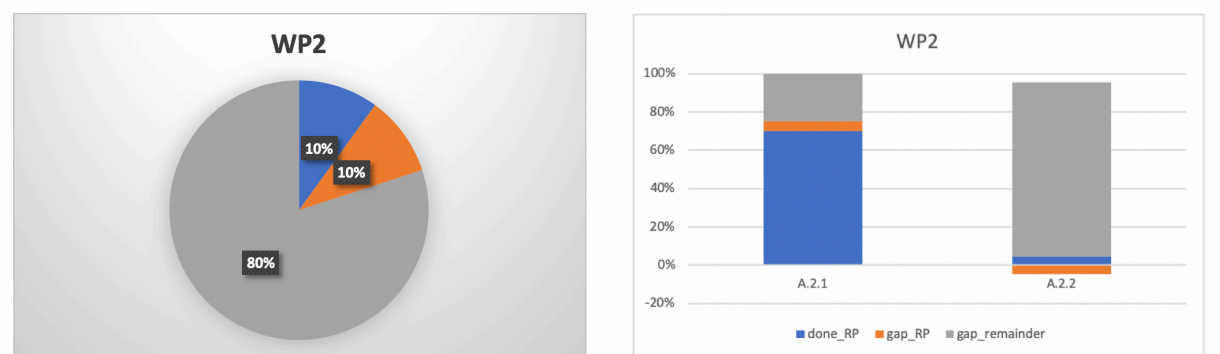


Figure 2 Like Fig.1 but for WP2

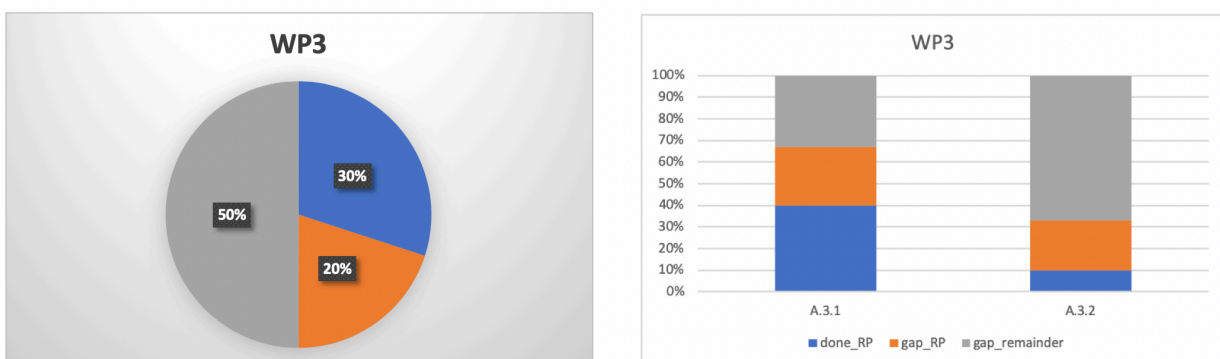


Figure 3 Like Fig.1 but for WP3

The advancements on the Deliverables of RP1 is summarized in Tab.1.

*Table 1 Status of implementation of deliverables of the present period completed.*

D. number	D. title	Month due	PP in charge	D. status
1.1.1	Kick-Off Meeting Report	03	CMCC	finalized
1.2.1	6-monthly progress report #1	06	CMCC	finalized
1.4.1	6-monthly financial report #1	06	CMCC	finalized
2.1.1	Press release of Kick-off meeting	03	CMCC	finalized

### 3. Conclusions

All the activities of RP1 have started, though some of them included delayed items. All the Deliverables foreseen for RP1 were successfully completed and submitted. Overall, the implementation rate of WP1-3 is less than 62% of what planned for RP1 (cf. Fig.1-3).

Some delay resulted from:

- a) MA prepared SC draft after GUTTA start and SC was signed more than two months later (Mar.12) This event contributed to AdSP not attending the KO and joining only later the partnership. For the same reason, MMPI was not able to report any expenditures in RP1.
- b) AdSP not able to activate internal administrative procedures for GUTTA project, nor appointing a SC member, nor appointing a FLC.
- c) Italy-Croatia website still not ready for easily editing project contents.

These points need to be addressed during next RP2 and in particular during next SC meeting, planned for Oct.1-2., 2019 in Zagreb (Croatia).