

Earth Observation for Monitoring and Observing Environmental and Societal Impacts of Mineral Resources Exploration and Exploitation

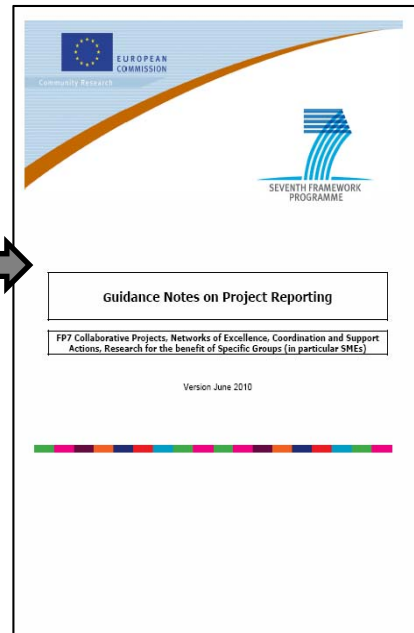
Elodie RIOLS
Project Assistant
BRGM, France – Mineral Resources Div.

Management Committee Meeting
In Nottingham (BGS)

- What are official documents saying?
- Reporting
- Periodic Report
- Time Schedule
- To help you

What are official documents saying?

EC OFFICIAL DOCUMENT



2. REPORTING REQUIREMENTS

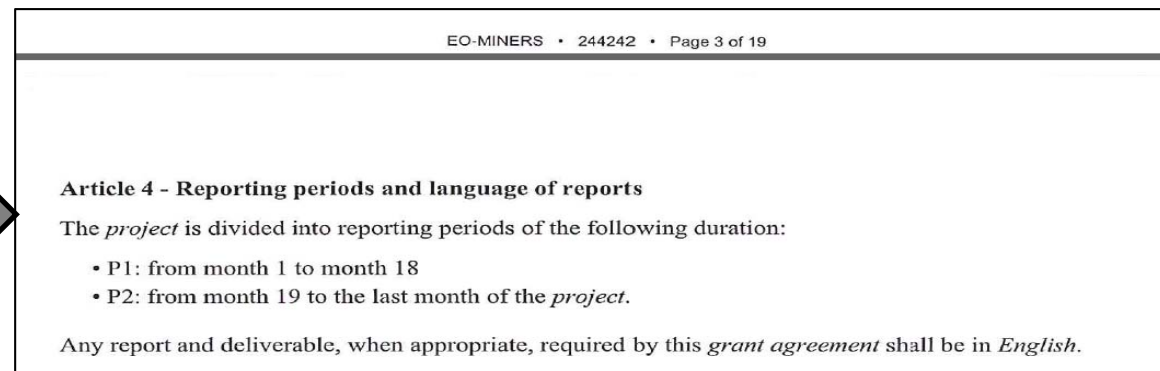
2.1 During the course of the project

To be submitted:

1. The **deliverables** identified in Annex I to the Grant Agreement, according to the timetable specified in the Deliverables list.
2. A **periodic report** within 60 days of the end of each reporting period (**including the last reporting period**). The reporting periods are defined in Article 4 of the Grant Agreement. The **periodic report** comprises:
 - a) An **overview, including a publishable summary of the progress of work** towards the objectives of the project, including achievements and attainment of any milestones and deliverables identified in Annex I. This report should include the **differences** between work expected to be carried out in accordance with Annex I and that actually carried out,
 - b) An explanation of the **use of the resources**, and
 - c) A **Financial Statement** (Form C – Annex VI to the Grant Agreement) from each beneficiary⁴ and each third party, if applicable, together with a **summary financial report** consolidating the claimed Community contribution of all the beneficiaries (and third parties) in an aggregate form, based on the information provided in Form C by each beneficiary.

Financial statements should be accompanied by certificates, when this is appropriate (see Article II.4.4 of the Grant Agreement).

EO-MINERS GRANT AGREEMENT



Month 18 (end of 1st period) = July 31, 2011
→ OFFICIAL PERIODIC REPORT



→ Budget: according to the Amendment progress we will know if the periodic report is based on the DoW I or DoWII budget

→ Summer holidays: 2 months from the end of the reporting period (M+18) to collect, check, compile and submit the reports to the EC, using the ECAS/FORCE portal

OFFICIAL PERIODIC REPORT = contribution from each partner

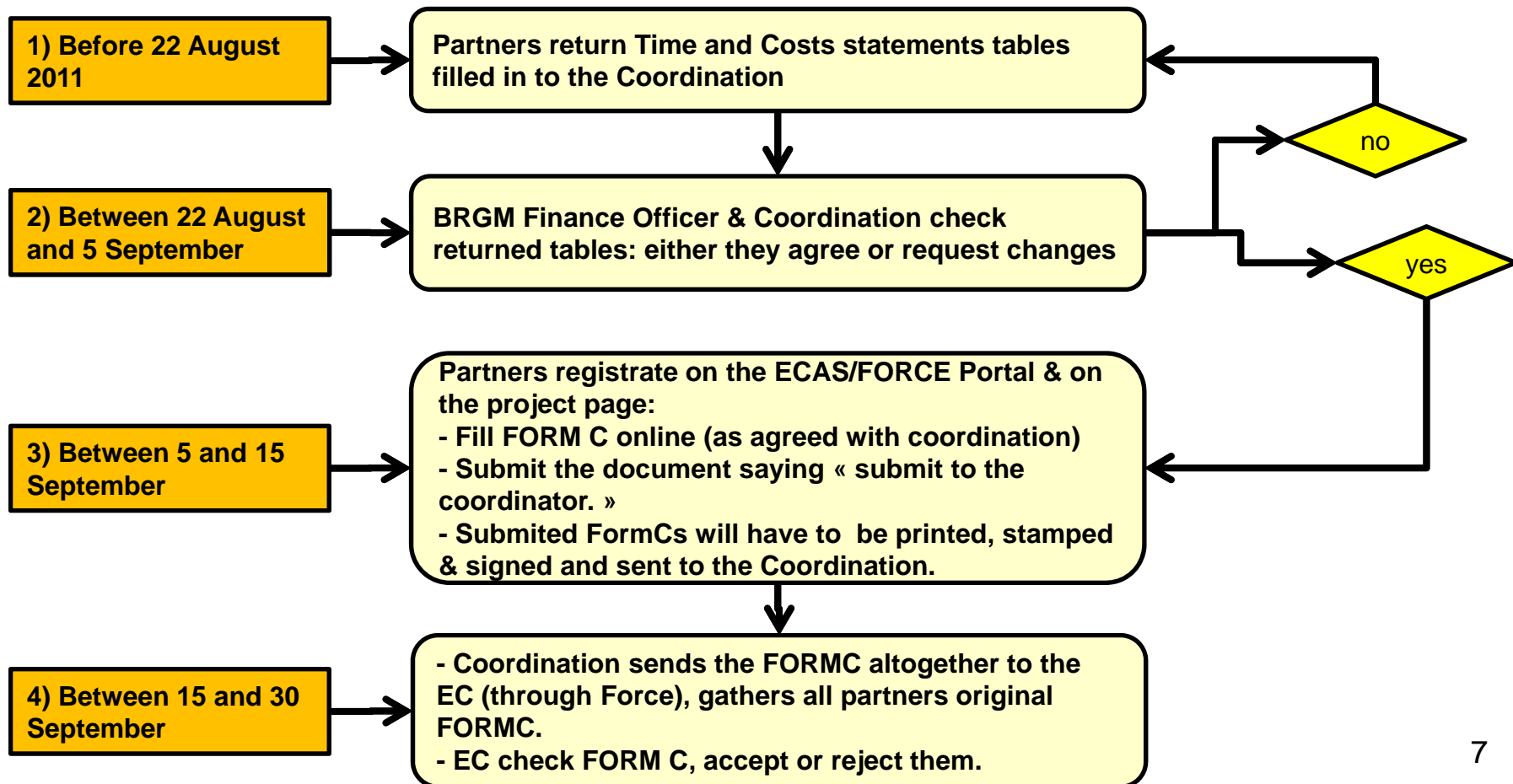
2- Financial contribution (submission to the coordination before submission to the EC)

- Time Table →
- Cost Statement →
- Once cost statement checked by BRGM Financial Officer: you will be able fill in Form C on the ECAS/FORCE tool

EO MINNERS		Annual Progress Report (1st)		Year: 2011	
EO MINNERS		Reporting Period		01 - BRGM	
Project: 01		Activity: 01		Contract Reference:	
Please fill in only the yellow cells.					
				01 - BRGM	
				ACTUAL BUDGETED	
Workpackage 1	WP 1: Policy Analysis & National Identification	Person-Months M 1		2.0	1.2
		Person-Months M 12			
		Person-Months M 18			
		Person-Months M 24			0.7
		Person-Months M 30			0.7
TOTAL			2.0	2.6	
Workpackage 2	WP 2: EO Products and Standards	Person-Months M 1			
		Person-Months M 12			
		Person-Months M 18			
		Person-Months M 24			
		Person-Months M 30			
TOTAL			0.0	0.0	
Workpackage 3	WP 3: EO Applications and Development	Person-Months M 1		3.7	3.7
		Person-Months M 12		1.9	1.9
		Person-Months M 18		1.9	1.9
		Person-Months M 24		1.9	1.9
		Person-Months M 30		1.9	1.9
TOTAL			3.7	11.3	
Workpackage 4	WP 4: EO Integration and Products	Person-Months M 1			
		Person-Months M 12		3.8	3.8
		Person-Months M 18		3.4	3.4
		Person-Months M 24		3.4	3.4
		Person-Months M 30		3.4	3.4
TOTAL			0.0	17.4	
Workpackage 5	WP 5: Communication, Dissemination and Capacity Building	Person-Months M 1		0.4	0.6
		Person-Months M 12		0.4	0.6
		Person-Months M 18			
		Person-Months M 24			1.25
		Person-Months M 30			1.25
TOTAL			0.9	3.7	
Workpackage 6	WP 6: Management Activities	Person-Months M 1		1.6	1.8
		Person-Months M 12		1.6	1.8
		Person-Months M 18		1.6	1.8
		Person-Months M 24		1.6	1.8
		Person-Months M 30		1.6	1.8
TOTAL			3.0	10.8	
		Person-Months M2 - Period 1		2.0	1.0
		Person-Months M2 - Period 2		7.5	11.1
		Person-Months M2 - Period 3		0.0	7.1
		Person-Months M2 - Period 4		0.0	7.1
		Person-Months M2 - Period 5		0.0	9.0
		Person-Months M2 - Period 6		0.0	0.0
		TOTAL Project Personnel		9.8	46.8

Cost Statement - details by category									
1. Reference: <input type="text"/>									
2. Title of project: <input type="text"/>									
3. Date of the 2014-5: <input type="text"/>									
4. Activity name: <input type="text"/>									
PERSONNEL									
Co ¹	Res ²	File ³	Cal ⁴	Stat ⁵	Stat ⁶	Stat ⁷	Stat ⁸	Stat ⁹	Stat ¹⁰
Total Personnel: 0.0 Total cost personnel: 0.0									
TRAVEL AND SUBSISTENCE EXPENSES									
Co ¹	Res ²	Res ³	Res ⁴	Res ⁵	Res ⁶	Res ⁷	Res ⁸	Res ⁹	Res ¹⁰
Total Personnel: 0.0 Total cost personnel: 0.0									

End of Reporting period: M18 = July 31st 2011
Deadline to return the periodic report to EC = September 30th 2011



Brigitte Houdas: our BRGM Finance Officer in charge of EO-MINERS.

- checks and approves your Tables, (before you start registration and filling in your FormC)
- checks your FormC and allows you to “submit” it online
- deals with the Commission for all financial matters regarding the project.

Elodie and Brigitte:

- answer your questions, gives you advice
- ask you to send them the “paper version” of your Form C duly stamped and signed to forward to the Commission

Any questions, advice, please feel free to contact us. We at the coordination are here to help before it becomes “critical”

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MCM Nottingham, July 2011





**DO YOU HAVE ANY QUESTION?
THANK YOU FOR YOUR ATTENTION**