

REVERSE Kick-Off Meeting, 17 September 2021, Geneva, Switzerland

REVERSE

p**RE**Vention and management tools for r**E**ducing antibiotic **R**esistance in high prevalence **S**ettings

WP 7: Consortium management and Communication

Sascha Serno

REVERSE Administrative Project Manager, University of Zurich

Task 7.1 Project Management

- Instalment of REVERSE management bodies and organisation of formal Executive Board, General Assembly and Steering Board meetings
- Development and maintenance of the REVERSE project management plan
- Coordination of financial and technical reporting to the European Commission
- Instalment of the internal progress monitoring processes and decision-making processes and monitoring of the progress and quality of the research performed in all WPs
- Monitoring the completion of key milestones in REVERSE and project level risks and developing appropriate corrective measures if needed

Deliverable No and title	Due date	Status
D7.1 Project Management plan	Month 2	Update currently made based on ongoing amendment, submission in month 3
D7.4 Kick-off meeting	Month 3	Planned to be submitted on time
D7.12-16 Project Meetings	Months 13, 25, 37, 49, 60	0.5-1 Day Meetings following on ECCMID (normally in April)

Task 7.1 Project Management

Project Office

- Walter Zingg (Coordinator, UZH)
- Ashlesha Sonpar (Science Manager, UZH)
- Sascha Serno (Administrative Manager, UZH)
- Ram Venkatachalam and Ron de Winter (PM support, UMCU)
- Claire Martis (Communications support, UMCU)

ESP

- Supporting the communication and exploitation work in REVERSE
- Participation in project meetings and larger events
- Not established yet

General Assembly

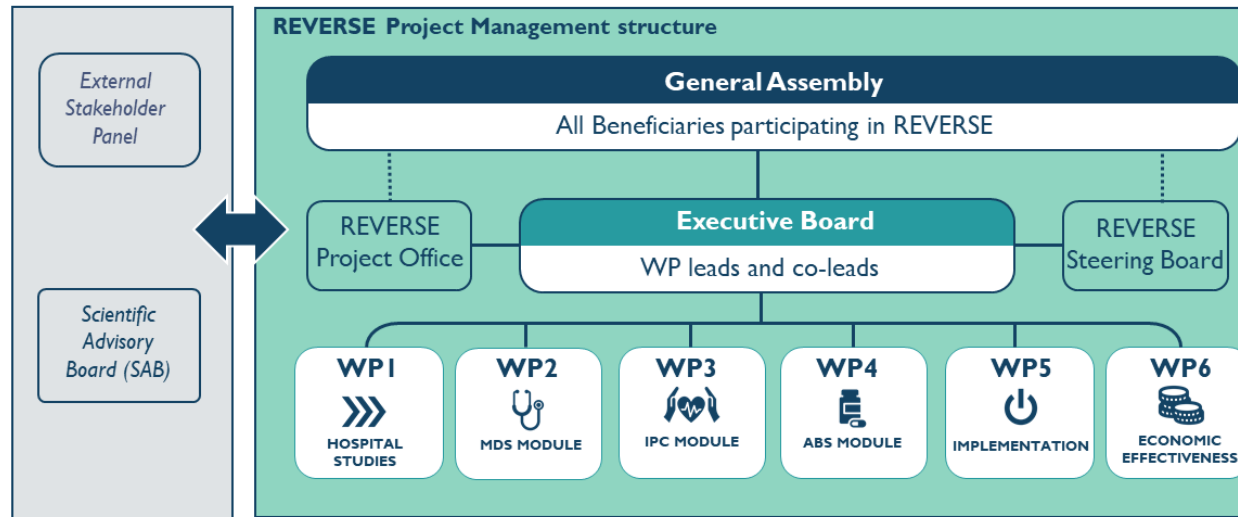
- Ultimate decision-making body
- Lead investigators of all beneficiaries
- Face-to-face meetings during project meeting in April

Executive Board

- Coordination of research work and dealing with issues raised by the Steering Board
- WP leads and co-leads, and the Project Office
- Currently monthly videoconferences, face-to-face meetings minimum once per year during the annual project meeting in April

Steering Board

- Management issues related to WPs 1-4
- Project Office members and managers and lead investigators of all national focal points
- Currently biweekly videoconferences



SAB

- Supporting scientific activities through expert feedback and opinion
- 6 members:
 - Jean-Christophe Lucet (EPRI, APHP, France)
 - Barry Cookson (UCL, UK)
 - Greet Ieven (University of Antwerp, Belgium)
 - Jo Rycroft-Malone (Lancaster University, UK)
 - Marc Struelens (formerly ECDC)
 - Rossitza Vatcheva-Dobrevska (Univ. Hosp. Queen Joanna, Bulgaria)

WP Teams

- WP meetings with investigator-researchers involved in WP
- Should be ideally initiated in October 2021 for WPs 1-5, and involve also the Science (and Administrative) Manager

Task 7.2 Maintenance of EC Grant Agreement and Consortium Agreement

What is happening?

- Consortium Agreement:

- All beneficiaries received the final version of the consortium agreement from UZH this Wednesday
 - Please check and complement the signature page of your organisation as soon as you can
 - Please also indicate if any background has to be added, as soon as you can.
- Afterwards, you will receive the consortium agreement for signature

- Amendment:

- Ongoing updates to the amendment conducted in the EC Portal, should be finalised over the next weeks

Task 7.3 Management of Data

- Development and maintenance of the Data Management Plan (DMP)
 - Describing the principles, standards, methods, processes and policies regarding the storage, curation and dissemination of the data collected in REVERSE under FAIR principles

Deliverable No and title	Due date	Status
D7.11 Data Management Plan	Month 6	Planned to be submitted on time

Task 7.4 Management of Knowledge

- Development and implementation of the strategy for knowledge management and protection
 - Common principles and policy on knowledge management and protection in accordance with the relevant articles in the EC Grant Agreement stipulating the rules and procedures involving:
 - Access to Background
 - Ownership, Protection and Exploitation, Dissemination, Transfer and Licensing of Results
 - Access Rights to Results

Deliverable No and title	Due date	Status
D7.3 Initial Plan for the Dissemination and Exploitation of Results (PDE)	Month 3	Planned to be submitted in month 5 due to the delayed start of the Administrative Manager
D7.5 Updated PDE	Month 24	-
D7.6 Final PDE	Month 60	-

Task 7.5 Management of Ethics

- Monitoring the compliance to all relevant international guidelines, conventions and ethical requirements applicable to REVERSE → See also WP 8
- Partners to report on status of ethical approvals in Executive Board meetings

Task 7.6 Stakeholder Management

- Performance of a stakeholder landscape, (further) identifying key organisations / networks / projects and their representatives that could serve on our ESP
- Development of a Terms of Reference for the ESP
- Providing organisational support to the ESP (meetings, minutes, cost reimbursement etc.)

Deliverable No and title	Due date	Status
D7.8 External Stakeholder Panel Terms of Reference	Month 3	Planned submission in month 5 due to the delayed start of the Administrative Manager

Task 7.7 Communications

- Development and implementation of the REVERSE visual identity
- Production of communication materials and templates
- Development and curation of the REVERSE website and Social Media accounts
- Development of scientific publications and presentations at conferences (all beneficiaries)
- Development of press releases and newsletters
- Organisation of the REVERSE online webinar and final conference

Deliverable No and title	Due date	Status
D7.2 REVERSE style guide and templates	Month 2	Planned to be submitted in month 4 due to the delayed start of the Administrative Manager
D7.7 REVERSE website	Month 3	Planned to be finalised in month 6 due to the delayed start of the Administrative Manager
D7.9 REVERSE webinar	Month 5	Planned to be done on time
D7.10 REVERSE conference	Month 60	-

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WP 8: Ethics requirements

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Deliverables and status

- Deliverables led by UZH and work already initiated, some will need the support from other beneficiaries

Deliverable No and title	Due date
D8.1 H – Requirements No. 2	Month 9 (March 2022)
D8.2 H – Requirements No. 3	Month 30 (December 2023)
D8.3 H – Requirements No. 4	Month 59 (May 2026)
D8.4 HCT – Requirement No. 5	Month 6 (December 2021)
D8.5 POPD – Requirement No. 6	Month 6 (December 2021)
D8.6 NEC – Requirement No. 7	Month 12 (June 2022)
D8.7 EPQ – Requirement No. 8	Month 6 (December 2021)
D8.8 GEN – Requirement No. 9	Month 18 (December 2022)

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“REVERSE” antimicrobial resistance

(pREVention and management tools for rEducing antibiotic Resistance in high prevalence SEttings)

Thank you for your attention

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