



# DELPHI

**FeDerated nEtwork of pLatforms for PAssenger and  
freigHt Intermodality**

**Grant Agreement Number: 101104263**

## D.1.1: Project Management, Quality Control, Risk Management Plan

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## Document Information

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## Executive Summary

This deliverable corresponds to Task 1.1 Administrative and Financial Project Management & Risk Management and T1.2 Technical Management, Quality Assurance. More specifically, this document covers the project's management procedures that apply to DELPHI both from the administrative and financial perspectives. The project management plan is a joint responsibility of all project partners until the complete discharge of all obligations under the European Commission (EC) Grant Agreement, in order to guarantee transparency and commitment from all engaged partners and thus facilitate a successful delivery of project results and maximise the impact of DELPHI. It assures that the project will meet its entire objectives on time, on budget and with outstanding quality results. The plan presented hereafter consists of planned and systematic processes and steps, schedule per task, responsible partner-related subtasks, related deliverables, dependencies, Gantt chart and work breakdown structure, project bodies, communication and reporting. Moreover, it is going to be used to monitor the corrective actions employed to verify that agreed procedures are in place and are being adequately implemented. In parallel, this plan aims to guarantee smooth and efficient technical collaboration between partners and interconnections between WPs and tasks, while also ensuring that the scientific and technological outcomes comply with the project's work plan, and the results fulfill the technical requirements for effective progress and achievement of the project goals.

Also, the report defines the risk and quality management procedures for the DELPHI project. The Quality Management Plan describes the quality control roles and strategy and identifies the quality objectives and a list of appropriate processes ensuring high-quality results for project documents. Moreover, the Risk Management Plan introduces the methodology applied to manage and evaluate technical and management risks and specifies how risks are identified, classified and mitigated. This document creates awareness about risk management and highlights the potential risks that could prevent the DELPHI consortium from fulfilling the objectives defined in the Grant Agreement. For all identified risks, a preventive and corrective action is proposed that should be capable of managing the risk successfully. Finally, the document presents the project's risk repository that will be dynamically monitored and updated throughout the project.