



# MILESTONE A PROJECT MANAGEMENT TEAM

## Action E1 Inception report June 2015

IMPROVE LIFE13 ENV/ES/000263



Coordinated by  
idæ<sup>a</sup>  CSIC





# IMPROVE LIFE

Implementing Methodologies and Practices to Reduce  
air pollution Of the subway enVironmEnt



The Management Committee was elected in the kick off meeting celebrated the 28<sup>th</sup> of October 2014 at the premises of the Transport Metropolitans de Barcelona (TMB), in Barcelona (C/60 nº 21, Zona Franca), where representatives of both partners attended, these being CSIC as the coordinating partner and TMB as associated beneficiaries.

The management of the project is the responsibility of IDAEA-CSIC with the participation of TMB as beneficiary and is carried out at three different levels: strategic, operational and action group level. The management of the project is the responsibility of the Project Management Team, and includes:

- ✓ The Project Manager (strategic level) who will be also in charge of the scientific and technical management (operational level)
- ✓ Management of Dissemination actions (operational level)
- ✓ Monitoring of the project progress (operational level)
- ✓ Administrative and financial management (operational level)

The overall management structure is shown in Figure 1. The main tool and method for the project management is the Quality Assurance Plan (QAP) that was prepared by the coordinator during November 2014.

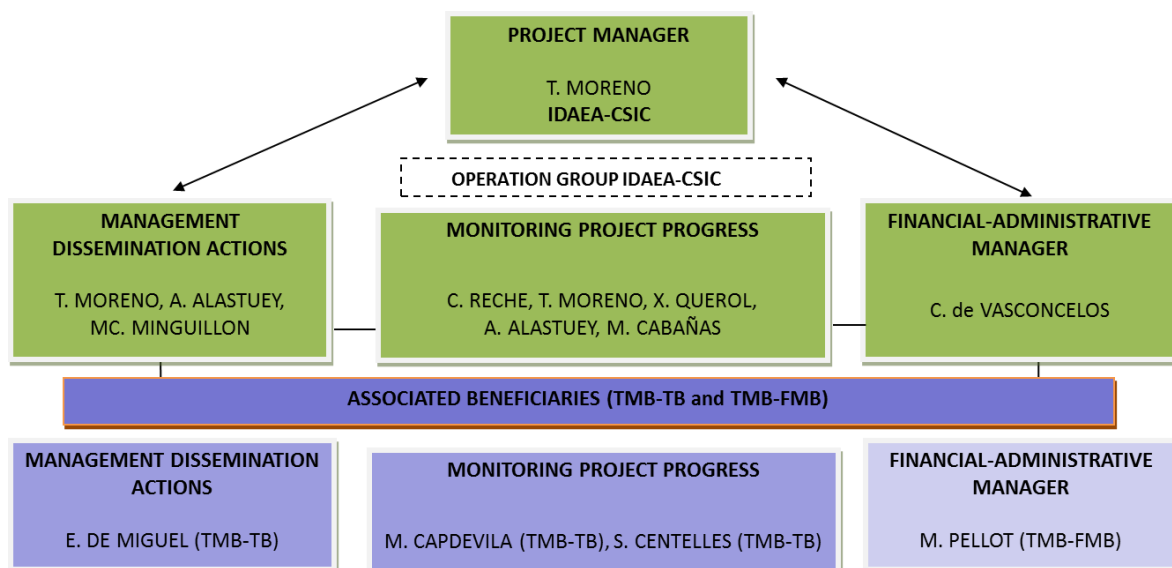


Figure 1. Organization chart - Project Management