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ACTION PLAN FOR QUALITY ASSURANCE

Harmonization and Innovation in Ph.D. Study Programs for Plant Health in Sustainable Agriculture (HarISA)
2019-2021

Action plan overview for all three project years consists indicators for quality assurance per every working package according to the project aims included in these WP's as well as overall (general) indicators for overall project aims.

In action plan is indicated in what project month/year is planned to make quality indicator measuring and/or reporting and/or controlling.

WP Ref. No.	Quality indicator	Responsible for reporting under WP	Specificity of indicator	Indicator limit values	Responsible for evaluation	M1	M2	M3	M4	M5	M6	M7	M8	M9	M10	M11	M12	Quality assurance outcome of evaluation per indicator
WP1.1.1	University reports on the partner Ph.D. study program – DEADLINES COMPLIANCE	FAZOS, UB	Deadlines compliance of the reports submitting	No of submit. rps. under deadline	EB		1											Report with corrective measures
WP1.1.1	University reports on the partner Ph.D. study program – THE CONTENT OF THE REPORT CHECKING BY TARGETED AREAS	FAZOS, UB	The content of the report checking by targeted areas	% of the report compliance with target areas/partner	EB		1											Report with corrective measures
WP1.2.1	Workshop on partners Ph.D. study programs – NUMBER OF THE PRESENT TEACHERS/PROJECT MEMBERS IN WORKSHOP	FAZOS, UB	Number of the present teachers/project members in the workshop (checking per WP and per partner)	Number of the present teachers/project members in the workshop per planned number	EB		1											Report with corrective measures
WP1.2.2	Workshop on partners Ph.D. study programs – RESPECTING THE SCHEDULE AND CONTENT OF THE KICK-OFF MEETING PROGRAM	FAZOS, UB	Respecting the schedule and content of the kick-off meeting program	Number of the nonconformities under not respecting the schedule and/or not following the kick-off meeting program	EB			1										Number of nonconformities
WP1.2.3	Workshop on partners Ph.D. study programs – ANALYSIS OF THE KICK OF MEETING OUTPUTS – MINUTES OF KICK-OFF MEETING	FAZOS, UB	Analysis of the kick-off meeting outputs – minutes of the kick-off meeting	Minutes of kick-off meeting held/planned minutes	EB			1										% of kick-off meeting minutes fulfillment
WP1.2.4	Workshop on partners Ph.D. study programs – ANALYSIS OF THE KICK OF MEETING OUTPUTS – NUMBERS OF THE PRESENTATIONS HELD	FAZOS, UB	Analysis of the kick-off meeting outputs – numbers of the presentations held	numbers of the presentations held on kick-off meeting held/planned number of presentations	EB			1										% of kick-off meeting number presentation fulfillment
WP1.3.1	Joint analyze of the partners Ph.D. study programs – NUMBER OF DONE ANALYSIS OF COMPLIANCE OF THE Ph.D. SP WITH BOLOGNA PROCESS, NATIONAL AND EU QUALIFICATION FRAMEWORK	FAZOS, UB	Number of done analysis of compliance of the Ph.D. SP with Bologna process, national and EU qualification framework	Number of done analysis per planned number of the analysis	EB				1									Number of done analysis per planned analysis

WP	Activity	Partners	Indicator	Measurement	Resp.										Output
WP1.3.2	Joint analyses of the partnersPh.D. study programs – NUMBER OF DONE ANALYSIS OF COMPLIANCE OF THE Ph.D. SP WITH NATIONAL AND REGIONAL PRIORITIES IN PLANT PROTECTION	FAZOS, UB	Number of done analysis of compliance of the Ph.D. SP with national and regional priorities in plant protection	Number of done analysis per planned number of the analysis	EB			1							Number of done analysis per planned analysis
WP1.3.3	Joint analyses of the partners Ph.D. study programs – ALL LEARNING OUTCOMES OF Ph.D. SP's ARE COMPARED	FAZOS, UB	Number of learning the outcome of Ph.D. SP's compared/total presented learning outcomes	Number of done analysis per planned number of the analysis	EB			1							Report with conclusions and suggestions
WP1.3.4	Joint analyses of the partners Ph.D. study programs – REPORT SUBMISSION UNDER DEADLINE	FAZOS, UB	Report submission under deadline	Binary checking (yes or no) is a report submitted under deadline	EB			1							Report with corrective measures
WP1.3.5	Joint analyses of the partners Ph.D. study programs – REPORT OUTPUTS CHECKING – CONTENT OF THE REPORT	FAZOS, UB	Report outputs checking – the content of the report – parallel comparison with the expected content	% of the report compliance with the expected content	EB			1							Report with corrective measures
WP2.1.1	University reports on Ph.D. study program management and mentoring – REPORT SUBMISSION UNDER DEADLINE	AU, UOM	Report submission under deadline	Binary checking (yes or no) is a report submitted under deadline	EB				1						Report with corrective measures
WP2.1.2	University reports on Ph.D. study program management and mentoring – REPORT OUTPUTS CHECKING – CONTENT OF THE REPORT	AU, UOM	Report outputs checking – the content of the report – parallel comparison with the expected content	% of the report compliance with the expected content	EB				1						Report with corrective measures
WP2.1.3	University reports on Ph.D. study program management and mentoring – NUMBER OF SUBMITTED REPORTS	AU, UOM	Numbers of submitted reports	Number of submitted reports/planned (expected) number of reports	EB				1						Report with corrective measures
WP2.2.1	Workshop on the exchange of the best practices and developing an action plan – REPORT SUBMISSION UNDER DEADLINE	AU, UOM	Report submission under deadline	Binary checking (yes or no) is a report submitted under deadline	EB					1					Report with corrective measures
WP2.2.2	Workshop on the exchange of the best practices and developing an action plan – REPORT OUTPUTS CHECKING – CONTENT OF THE REPORT	AU, UOM	Report outputs checking –the content of the report – parallel comparison with the expected content	% of the report compliance with the expected content	EB					1					Report with corrective measures
WP2.2.3	Workshop on the exchange of the best practices and developing an action plan – NUMBER OF THE PARTICIPANTS PRESENT ON WORKSHOP	AU, UOM	Number of the participants present on workshop	Number of the participants present on workshop/planned number of participants	EB					1					Report with corrective measures
WP2.2.4	Workshop on the exchange of the best practices and developing action plan – WORKSHOP OUTPUTS – RECOMMENDATIONS BASED ON GOOD PRACTISES	AU, UOM	Workshop outputs – recommendations based on good practices	Number of the recommendations issued	EB					1					Report with corrective measures
WP2.2.4	Workshop on the exchange of the best practices and developing action plan – WORKSHOP OUTPUTS – LEARNING OUTCOMES COMPLIANCE AND DELIVERY ACCORDING to RECOMMENDATIONS	AU, UOM	Workshop outputs – learning outcomes compliance and delivery according to recommendations	Number of learning outcomes proposed and it's % compliance with expected expectations and recommendations	EB					1					Report with corrective measures
WP2.2.5	Workshop on the exchange of the best practices and developing action plan – WORKSHOP OUTPUTS – ACTION PLAN FOR DEVELOPING Ph.D. SP - CONTENT OF THE ACTION PLAN	AU, UOM	Workshop outputs – an action plan for developing Ph.D. SP - the content of the action plan	% of the action plan compliance with expected content (comprised important issues)	EB					1					Report with corrective measures
WP3.2.1	Scientific needs identified and research topics for Ph.D. thesis and joint mentorship – REPORT SUBMISSION UNDER DEADLINE	UNIBA, UNS	Report submission under deadline	Binary checking (yes or no) is a report submitted under deadline	EB							3			Report with corrective measures
WP3.2.2	Scientific needs identified and research topics for Ph.D. thesis and joint mentorship – REPORT OUTPUTS CHECKING – CONTENT OF THE REPORT	UNIBA, UNS	Report outputs checking – the content of the report – parallel comparison with the expected content	% of the report compliance with the expected content	EB							3			Report with corrective measures

Code	Activity / Deliverable	Partners	Check	Indicator	Resp.												Means of verification
WP3.2.3	Scientific needs identified and research topics for Ph.D. thesis and joint mentorship – REPORT OUTPUTS CHECKING – NUMBER OF RESEARCH TOPICS FOR Ph.D. THESIS IDENTIFIED	UNIBA, UNS	Report outputs checking – number of research topics for Ph.D. thesis identified	% of the report compliance with the expected content	EB									3			Number of research topics identified
WP4.1.1	Selection criteria and evaluation procedure for diagnostic and training hubs – REPORT (TEMPLATE FOR THE EQUIPMENT LIST AND CRITERIA – SUBMISSION UNDER DEADLINE	AUA, AUT	Report submission under deadline	Binary checking (yes or no) is a report submitted under deadline	EB				4								Report with corrective measures
WP4.1.2	Selection criteria and evaluation procedure for diagnostic and training hubs – REPORT (TEMPLATE FOR THE EQUIPMENT LIST AND CRITERIA) – UP TO DATE AND DETAILED WEB PUBLISHING	AUA, AUT	Up to date and detailed report web publishing	Binary checking (yes or no) is up to date and detailed report web published	EB				4								Report with corrective measures
WP4.1.3	Selection criteria and evaluation procedure for diagnostic and training hubs – REPORT (SELECTION PROCEDURE) – SUBMISSION UNDER DEADLINE	AUA, AUT	Report submission under deadline	Binary checking (yes or no) is a report submitted under deadline	EB				4								Report with corrective measures
WP4.2.1	Workshop – a selection of the candidates – NUMBER OF THE APPLICATIONS SUBMITTED	AUA, AUT	Number of the applications submitted	Number of the application submitted	EB									3			Number of the applications submitted
WP4.2.2	Workshop – a selection of the candidates – PROPER APPLICANT EVALUATION CRITERIA FOLLOWING	AUA, AUT	Respecting the applicant evaluation criteria	Number of the nonconformities under not respecting applicant evaluation criteria	EB									3			Number of the nonconformities
WP4.2.3	Workshop – a selection of the candidates – REPORT (LIST OF THE BEST CANDIDATES, APPROVED DTH's, PLANNED EQUIP:) – SUBMISSION UNDER DEADLINE	AUA, AUT	Report submission under deadline	Binary checking (yes or no) is a report submitted under deadline	EB									3			Report with corrective measures
WP4.2.4	Workshop – a selection of the candidates – REPORT (LIST OF THE BEST CANDIDATES, APPROVED DTH's, PLANNED EQUIP:) – CONTENT OF THE REPORT	AUA, AUT	Report outputs checking – the content of the report – parallel comparison with the expected content	% of the report compliance with the expected content	EB									3			Report with corrective measures
WP5.1.1	Mobility plan for Ph.D. students and stuff – MOBILITY PLAN SUBMITTED UNDER DEADLINE	FAZ, UNKO	Mobility plan submission under deadline	Binary checking (yes or no) is a mobility plan submitted under deadline	EB										3		Report with corrective measures
WP5.1.2	Mobility plan for Ph.D. students and stuff – MOBILITY PLAN UP TO DATE AND DETAILED WEB PUBLISHING	FAZ, UNKO	Up to date and detailed mobility plan web publishing	Binary checking (yes or no) is up to date and detailed mobility plan web published	EB										3		Report with corrective measures
WP5.1.3	Mobility plan for Ph.D. students and stuff – MOBILITY PLAN OUTPUTS – CONTENT OF THE MOBILITY PLAN	FAZ, UNKO	Mobility plan outputs checking – the content of the plan-parallel comparison with the expected content	% of the mobility plan compliance with the expected content	EB										3		Report with corrective measures
WP6.1.1	An evaluation board (EB) established – EB ESTABLISHED UNDER DEADLINE	FAZOS, UNSA	EB established under deadline	Binary checking (yes or no) is EB established under deadline	EB		3										EB list of members - report
WP6.2.1	Action plan for quality assurance – ACTION PLAN SUBMITTED UNDER DEADLINE	FAZOS, UNSA	Action plan submitted under deadline	Binary checking (yes or no) is an action plan submitted under deadline	EB				3								Action plan
WP6.2.1	Action plan for quality assurance – ACTION PLAN OUTPUT – CONTENT OF THE ACTION PLAN	FAZOS, UNSA	Action plan outputs checking – the content of the plan-parallel comparison with the expected content	% of the action plan compliance with the expected content	EB				3								Action plan
WP7.1.1	Communication and visibility plan - REPORT SUBMITTED UNDER DEADLINE	FAZ, SVEMO	Report submission under deadline	Binary checking (yes or no) is a report submitted under deadline	EB			4									Report with corrective measures

Code	Activity	Partner	Output	Indicator	Resp.	1	2	3	4	5	6	7	8	9	10	11	Deliverable
WP7.1.2	Communication and visibility plan - REPORT OUTPUT – CONTENT OF THE ACTION PLAN	FAZ, SVEMO	Report outputs checking – the content of the report - parallel comparison with the expected content	% of the report compliance with the expected content	EB			4									Report with corrective measures
WP7.2.1	Web page and social media – WEB PAGE ACTIVATED UNDER DEADLINE	FAZ, SVEMO	Web page activated under deadline	Binary checking (yes or no) is web page activated under deadline	EB			4									Web page report
WP7.2.2	Web page and social media – SOCIAL MEDIA (FACEBOOK, TWITTER, AND INSTAGRAM) CREATED UNDER DEADLINE	FAZ, SVEMO	Social media (Facebook, Twitter, and Instagram) created under deadline	Binary checking (yes or no) is social media (Facebook, Twitter, and Instagram) created under deadline	EB			4									Social media report
WP8.1.1	MB meeting organized, meeting minutes produced – MB MEETING ZAGREB DONE UNDER DEADLINE	FAZ	MB meeting Zagreb done under deadline	Binary checking (yes or no) is MB meeting Zagreb under deadline	EB	3											Report on the MB meeting
WP8.1.2	MB meeting organized, meeting minutes produced – MB MEETING ZAGREB REPORT OF THE MEETING MINUTES PRODUCED – CONTENT OF THE REPORT	FAZ	MB meeting Zagreb report of the meeting minutes produced – the content of the report	% of the report compliance with the expected content	EB	3											Report on the MB meeting
WP8.1.3	MB meeting organized, meeting minutes produced – MB MEETING PODGORICA DONE UNDER DEADLINE	FAZ	MB meeting Podgorica done under deadline	Binary checking (yes or no) is MB meeting Podgorica under deadline	EB				3								Report on the MB meeting
WP8.1.4	MB meeting organized, meeting minutes produced – MB MEETING PODGORICA REPORT OF THE MEETING MINUTES PRODUCED – CONTENT OF THE REPORT	FAZ	MB meeting Podgorica report of the meeting minutes produced – the content of the report	% of the report compliance with the expected content	EB				3								Report on the MB meeting
WP8.1.5	MB meeting organized, meeting minutes produced – MB MEETING BELGRADE DONE UNDER DEADLINE	FAZ	MB meeting Belgrade done under deadline	Binary checking (yes or no) is MB meeting Belgrade under deadline	EB									3			Report on the MB meeting
WP8.1.6	MB meeting organized, meeting minutes produced – MB MEETING BELGRADE REPORT OF THE MEETING MINUTES PRODUCED – CONTENT OF THE REPORT	FAZ	MB meeting Belgrade report of the meeting minutes produced – the content of the report	% of the report compliance with the expected content	EB									3			Report on the MB meeting
WP8.2.1	Consortium agreement signed – AGREEMENT SIGNED UNDER DEADLINE	FAZ	Agreement signed under deadline	Binary checking (yes or no) is consortium agreement signed under deadline	EB	3											Consortium agreement
WP8.2.2	Consortium agreement signed – AGREEMENT CONTENT CHECKING	FAZ	Agreement content checking	% of the agreement content compliance with the expected content	EB	3											Consortium agreement
WP8.3.1	Project management plan developed – PMP PUBLISHED UNDER DEADLINE	FAZ	PMP published under deadline	Binary checking (yes or no) is PMP published under deadline	EB	3											PMP
WP8.3.2	Project management plan developed – PMP CONTENT CHECKING	FAZ	PMP content checking	% of the PMP content compliance with the expected content	EB	3											PMP
WP8.4.1	Stakeholder board functioning – SB MEETING ZAGREB REPORT DONE UNDER DEADLINE	FAZ	SB meeting Zagreb report submitted under deadline	Binary checking (yes or no) is SB meeting Zagreb report submitted under deadline	EB	3											SB meeting report
WP8.4.2	Stakeholder board functioning – SB MEETING ZAGREB REPORT CONTENT CHECKING	FAZ	SB meeting Zagreb content checking	% of the SB meeting Zagreb report with the expected content	EB	3											SB meeting report

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| Quality assurance number of outcomes of evaluation per timeline | 0 | 11 | 4 | 9 | 10 | 6 | 0 | 0 | 0 | 9 | 3 | 0 | |

Working package quality assurance model			Evaluation board			Project year 2 (2020) *NOTE: indicate week planned for evaluation of quality indicator*												Quality assurance outcome of evaluation per indicator
WP Ref. No.	Quality indicator	Responsible for reporting under WP	Evaluation model		Responsible for evaluation	M1	M2	M3	M4	M5	M6	M7	M8	M9	M10	M11	M12	
			Specificity of indicator	Indicator limit values														
WP2.3.1	Workshop on curriculum draft improvement - REPORT SUBMISSION UNDER DEADLINE	AU, UOM	Report submission under deadline	Binary checking (yes or no) is a report submitted under deadline	EB										1			Report with corrective measures
WP2.3.2	Workshop on curriculum draft improvement - REPORT OUTPUTS CHECKING – CONTENT OF THE REPORT	AU, UOM	Report outputs checking – the content of the report – parallel comparison with the expected content	% of the report compliance with the expected content	EB										1			Report with corrective measures
WP2.3.3	Workshop on curriculum draft improvement - NUMBER OF THE PARTICIPANTS PRESENT ON WORKSHOP	AU, UOM	Number of the participants present on workshop	Number of the participants present on workshop/planned number of participants	EB										1			Report with corrective measures
WP2.3.4	Workshop on curriculum draft improvement – GUIDANCE DOCUMENT OUTPUTS CHECKING – CONTENT OF THE GUIDANCE DOCUMENT	AU, UOM	Guidance document outputs checking – the content of the document – parallel comparison with the expected content	% of the guidance document compliance with the expected content	EB										1			Report with corrective measures
WP3.1.1	Workshop organized - NUMBER OF THE PARTICIPANTS PRESENT ON WORKSHOP	UNIBA, UNS	Number of the participants present on workshop	Number of the participants present on workshop/planned number of participants	EB				1									Report with corrective measures
WP3.1.2	Workshop organized - NUMBER OF THE WORKSHOP ORGANIZED	UNIBA, UNS	Number of the workshop organized	Number of the workshop organized/planned number of workshop	Eb				1									Report with corrective measures
WP3.1.3	Workshop organized - WORKSHOP OUTPUTS CHECKING – IDENTIFICATION OF THE TEACHING NEEDS	UNIBA, UNS	Workshop outputs checking – identification of the teaching needs	Number of identified teaching needs	EB				1									Report with corrective measures
WP3.1.3	Workshop organized - WORKSHOP OUTPUTS CHECKING –CONTENT OF THE REPORTED CONCLUSION ON WORKSHOPS	UNIBA, UNS	Workshop outputs checking –the content of the reported conclusion on workshops	% of the workshop reported conclusions compliance with the expected content	EB				1									Report with corrective measures
WP3.3.1	The improvements of the existing courses – TEACHING MATERIALS - SUBMISSION UNDER DEADLINE	UNIBA, UNS	Teaching materials - submission under deadline	Binary checking (yes or no) is teaching material submitted under deadline	EB											3		Report with corrective measures
WP3.3.2	The improvements of the existing courses – TEACHING MATERIALS – OUTPUTS CHECKING – CONTENT OF TEACHING MATERIALS	UNIBA, UNS	Teaching materials – the content of the teaching materials - parallel comparison with the expected content	% of the teaching materials comply with the expected content	EB											3		Report with corrective measures

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WP	Description	Institution	Indicator	Measurement	EB										Result
WP3.3.3	The improvements of the existing courses – LEARNING MATERIALS - SUBMISSION UNDER DEADLINE	UNIBA, UNS	Learning materials - submission under deadline	Binary checking (yes or no) is learning material submitted under deadline	EB								3		Report with corrective measures
WP3.3.4	The improvements of the existing courses – LEARNING MATERIALS – OUTPUTS CHECKING – CONTENT OF LEARNING MATERIALS	UNIBA, UNS	Learning materials – the content of the learning materials - parallel comparison with the expected content	% of the learning materials compliance with the expected content	EB								3		Report with corrective measures
WP3.3.5	The improvements of the existing courses – NUMBER OF TEACHING MATERIALS SUBMITTED	UNIBA, UNS	Number of teaching materials submitted	Number of teaching materials submitted per planned number of teaching materials	EB								3		Report with corrective measures
WP3.3.6	The improvements of the existing courses – NUMBER OF LEARNING MATERIALS SUBMITTED	UNIBA, UNS	Number of learning materials submitted	Number of learning materials submitted per planned number of learning materials	EB								3		Report with corrective measures
WP3.3.7	The improvements of the existing courses – REPORT - SUBMISSION UNDER DEADLINE	UNIBA, UNS	Report - submission under deadline	Binary checking (yes or no) is a report submitted under deadline	EB								3		Report with corrective measures
WP3.3.8	The improvements of the existing courses – REPORT OUTPUTS CHECKING – CONTENT OF REPORT	UNIBA, UNS	Report – the content of the report- parallel comparison with the expected content	% of the report compliance with the expected content	EB								3		Report with corrective measures
WP4.3.1	Procurement of the equipment – PROCUREMENT DONE UNDER DEADLINE	AUA, AUT	Procurement under deadline	Binary checking (yes or no) is procurement done under deadline	EB						4				Report with corrective measures
WP4.3.1	Procurement of the equipment – PROCUREMENT OUTPUTS CHECKING	AUA, AUT	Procurement– done under planned issues and steps	% of the report compliance with the expected content	EB						4				Report with corrective measures
WP4.4.1	Agreement between DTHs – NUMBER OF THE DTH's AGREEMENTS SIGNED	AUA, AUT	Number of the DTH's agreements signed	Number of the DTH's agreements signed per planned number	EB							4			Number of DTH's agreements signed
WP4.4.2	Agreement between DTHs – DTH's AGREEMENTS CONTENT CHECKING	AUA, AUT	DTH's agreement content checking – parallel comparison with the expected content	% of the DTH's agreement compliance with the expected content	EB							4			Report with corrective measures
WP5.3.1	Training for mentors – NUMBER OF training DONE	FAZ, UNKO	Number of training done	Number of training done/planned number of training	EB									4	Number of training done
WP5.3.2	Training for mentors – EVALUATION OF THE training DONE	FAZ, UNKO	Evaluation of the training done	Evaluation of the training with statistic report	EB									4	Report with corrective measures
WP5.3.3	Training for mentors – NUMBER PF THE PARTICIPANTS IN TRAINING	FAZ, UNKO	Number of the participants in the training	Number of the participants in training per planned number of the participants	EB									4	Number of the participants
WP5.4.1	Training for project proposal writing – NUMBER OF training DONE	FAZ, UNKO	Number of training done	Number of training done/planned number of training	EB									4	Number of training done
WP5.3.2	Training for project proposal writing – EVALUATION OF THE training DONE	FAZ, UNKO	Evaluation of the training done	Evaluation of the training with statistic report	EB									4	Report with corrective measures

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WP	Quality indicator	Responsible	Evaluation model	Responsible	1	2	3	4	5	6	7	8	9	10	11	12	Quality assurance outcome of
WP5.3.3	Training for project proposal writing – NUMBER PF THE PARTICIPANTS IN TRAINING	FAZ, UNKO	Number of the participants in the training	Number of the participants in training per planned number of the participants	EB												4	Number of the participants
WP6.3.1	Reports on mid-term and final monitoring on project implementation – REPORT SUBMISSION UNDER DEADLINE	FAZOS, UNSA	Report submission under deadline	Binary checking (yes or no) is a report submitted under deadline	EB							3						Report with corrective measures
WP6.3.3	Reports on mid-term and final monitoring on project implementation – REPORT OUTPUTS CHECKING – CONTENT OF THE REPORT	FAZOS, UNSA	Report outputs checking – the content of the report – parallel comparison with the expected content	% of the report compliance with the expected content	EB												4	Report with corrective measures
WP8.1.7	MB meeting organized, meeting minutes produced – MB MEETING MOSTAR DONE UNDER DEADLINE	FAZ	MB meeting Mostar done under deadline	Binary checking (yes or no) is MB meeting Mostar under deadline	EB			3										Report on the MB meeting
WP8.1.8	MB meeting organized, meeting minutes produced – MB MEETING MOSTAR REPORT OF THE MEETING MINUTES PRODUCED – CONTENT OF THE REPORT	FAZ	MB meeting Mostar report of the meeting minutes produced – the content of the report	% of the report compliance with the expected content	EB			3										Report on the MB meeting
WP8.1.9	MB meeting organized, meeting minutes produced – MB MEETING TIRANA DONE UNDER DEADLINE	FAZ	MB meeting Tirana done under deadline	Binary checking (yes or no) is MB meeting Tirana under deadline	EB										3			Reporton the MB meeting
WP8.1.10	MB meeting organized, meeting minutes produced – MB MEETING TIRANA REPORT OF THE MEETING MINUTES PRODUCED – CONTENT OF THE REPORT	FAZ	MB meeting Tirana report of the meeting minutes produced – the content of the report	% of the report compliance with the expected content	EB										3			Report on the MB meeting
WP8.4.3	Stakeholder board functioning – SB MEETING TIRANA REPORT DONE UNDER DEADLINE	FAZ	SB meeting Tirana report submitted under deadline	Binary checking (yes or no) is SB meeting Tirana report submitted under deadline	EB										3			SB meeting report
WP8.4.4	Stakeholder board functioning – SB MEETING TIRANA REPORT CONTENT CHECKING	FAZ	SB meeting Tirana content checking	% of the SB meeting Tirana report with the expected content	EB										3			SB meeting report
WP8.5.1	Interim and final narrative and financial reports – REPORTS SUBMITTED UNDER DEADLINE	FAZ	Report submission under deadline	Binary checking (yes or no) is a report submitted under deadline	EB						3							Report with corrective measures
WP8.5.2	Interim and final narrative and financial reports – REPORTS CONTENT CHECKING – OUTPUT CHECKING	FAZ	Report outputs checking – the content of the report – parallel comparison with the expected content	% of the report compliance with the expected content	EB						3							Report with corrective measures
Quality assurance number of outcomes of evaluation per timeline					0	0	2	4	0	2	1	0	2	10	8	7	

Working package quality assurance model			Evaluation board		Project year 3 (2021) *NOTE: indicate week planned for evaluation of quality indicator*	Quality assurance outcome of
WP	Quality indicator	Responsible	Evaluation model	Responsible		

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Ref. No.		for reporting under WP	Specificity of indicator	Indicator limit values	for evaluation	M1	M2	M3	M4	M5	M6	M7	M8	M9	M10	M11	M12	evaluation per indicator
WP2.4.1	Draft of the curriculum for International Ph.D. study programs in plant health for sustainable agriculture – DRAFT SUBMISSION UNDER DEADLINE	AU, UOM	Draft submission under deadline	Binary checking (yes or no) is draft submitted under deadline	EB											1		Report with corrective measures
WP2.4.2	Draft of the curriculum for International Ph.D. study programs in plant health for sustainable agriculture – DRAFT OUTPUTS CHECKING – CONTENT OF THE DRAFT	AU, UOM	Draft outputs checking – the content of the draft – parallel comparison with the expected content	% of the draft compliance with the expected content	EB											1		Report with corrective measures
WP3.4.1	New subjects related to plant health developed – NUMBER OF TEACHING MATERIALS SUBMITTED	UNIBA, UNS	Number of teaching materials submitted	Number of teaching materials submitted per planned number of teaching materials	EB										4			Report with corrective measures
WP3.4.2	New subjects related to plant health developed – NUMBER OF LEARNING MATERIALS SUBMITTED	UNIBA, UNS	Number of learning materials submitted	Number of learning materials submitted per planned number of materials	EB										4			Report with corrective measures
WP3.4.3	New subjects related to plant health developed – NUMBER OF NEW SUBJECTS SUBMITTED	UNIBA, UNS	Number of new subjects submitted	Number of subjects submitted per planned number of subjects	EB										4			Report with corrective measures
WP3.4.4	New subjects related to plant health developed – LEARNING MATERIALS – OUTPUTS CHECKING – CONTENT OF LEARNING MATERIALS	UNIBA, UNS	Learning materials – the content of the learning materials - parallel comparison with the expected content	% of the learning materials compliance with the expected content	EB										4			Report with corrective measures
WP3.4.5	New subjects related to plant health developed – LEARNING MATERIALS - SUBMISSION UNDER DEADLINE	UNIBA, UNS	Learning materials - submission under deadline	Binary checking (yes or no) is learning material submitted under deadline	EB										4			Report with corrective measures
WP3.4.6	New subjects related to plant health developed – TEACHING MATERIALS – OUTPUTS CHECKING – CONTENT OF TEACHING MATERIALS	UNIBA, UNS	Teaching materials – the content of the teaching materials - parallel comparison with the expected content	% of the teaching materials comply with the expected content	EB										4			Report with corrective measures
WP3.4.7	New subjects related to plant health developed – TEACHING MATERIALS - SUBMISSION UNDER DEADLINE	UNIBA, UNS	Teaching materials - submission under deadline	Binary checking (yes or no) is teaching material submitted under deadline	EB										4			Report with corrective measures
WP3.4.8	New subjects related to plant health developed – NEW SUBJECTS – OUTPUTS CHECKING – CONTENT OF NEW SUBJECTS MATERIALS	UNIBA, UNS	New subjects materials – the content of the new subjects materials - parallel comparison with the expected content	% of the new subjects materials compliance with the expected content	EB										4			Report with corrective measures
WP3.4.9	New subjects related to plant health developed – NEW SUBJECTS MATERIALS - SUBMISSION UNDER DEADLINE	UNIBA, UNS	New subjects materials - submission under deadline	Binary checking (yes or no) is new subjects material submitted under deadline	EB										4			Report with corrective measures
WP3.5.1	Jointly prepared teaching materials – NUMBER OF TEACHING MATERIALS SUBMITTED	UNIBA, UNS	Number of teaching materials submitted	Number of teaching materials submitted per planned number of teaching materials	EB										4			Report with corrective measures
WP3.5.2	Jointly prepared teaching materials – NUMBER OF LEARNING MATERIALS SUBMITTED	UNIBA, UNS	Number of learning materials submitted	Number of learning materials submitted per planned number of materials	EB										4			Report with corrective measures
WP3.5.3	Jointly prepared teaching materials – LEARNING MATERIALS – OUTPUTS CHECKING – CONTENT OF LEARNING MATERIALS	UNIBA, UNS	Learning materials – the content of the learning materials - parallel comparison with the expected content	% of the learning materials compliance with the expected content	EB										4			Report with corrective measures

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HarISA

Code	Description	Partners	Indicator	Measurement	EB											Value			Result
WP3.5.4	Jointly prepared teaching materials – LEARNING MATERIALS - SUBMISSION UNDER DEADLINE	UNIBA, UNS	Learning materials - submission under deadline	Binary checking (yes or no) is learning material submitted under deadline	EB											4			Report with corrective measures
WP3.5.5	Jointly prepared teaching materials – TEACHING MATERIALS – OUTPUTS CHECKING – CONTENT OF TEACHING MATERIALS	UNIBA, UNS	Teaching materials – the content of the teaching materials - parallel comparison with the expected content	% of the teaching materials comply with the expected content	EB											4			Report with corrective measures
WP3.5.6	Jointly prepared teaching materials – TEACHING MATERIALS - SUBMISSION UNDER DEADLINE	UNIBA, UNS	Teaching materials - submission under deadline	Binary checking (yes or no) is teaching material submitted under deadline	EB											4			Report with corrective measures
WP3.6.1	Scientific conference organization - NUMBER OF THE PARTICIPANTS PRESENT ON CONFERENCE	UNIBA, UNS	Number of the participants present at the conference	Number of the participants present on the conference/planned number of participants	EB											4			Number of participants
WP3.6.2	Scientific conference organization - NUMBER OF THE Ph.D. STUDENTS PRESENT ON CONFERENCE	UNIBA, UNS	Number of the Ph.D. students present at the conference	Number of the Ph.D. students present on conference/planned number of Ph.D. students	EB											4			Number of Ph.D. students
WP3.6.3	Scientific conference organization – UP TO DATE AND DETAILED CONFERENCE WEB PUBLISHING	UNIBA, UNS	Up to date and detailed conference web publishing	Binary checking (yes or no) is up to date and detailed conference web published	EB											4			Report with corrective measures
WP3.6.4	Scientific conference organization – UP TO DATE AND DETAILED CONFERENCE WEB PUBLISHING	UNIBA, UNS	Respecting the schedule and content of the conference program	Number of the nonconformities under not respecting the schedule and/or not following the conference program	EB											4			Number of nonconformities
WP3.6.5	Scientific conference organization - NUMBER OF THE ABSTRACTS PUBLISHED	UNIBA, UNS	Number of the abstracts published	Number of the abstracts published/planned number of abstracts	EB											4			Number of abstracts published
WP3.6.6	Scientific conference organization - REPORT OUTPUTS CHECKING – CONTENT OF THE REPORT	UNIBA, UNS	Report outputs checking – the content of the report – parallel comparison with the expected content	% of the report compliance with the expected content	EB											4			Report with corrective measures
WP3.6.7	Scientific conference organization - REPORT SUBMISSION UNDER DEADLINE	UNIBA, UNS	Report submission under deadline	Binary checking (yes or no) is a report submitted under deadline	EB											4			Report with corrective measures
WP5.2.1	Student and stuff mobility implemented – NUMBER OF STUDENTS MOBILITY IMPLEMENTED	FAZ, UNKO	Number of students mobility implemented	Number of students mobility implemented	EB											4			Number pf student mobility implemented
WP5.2.2	Student and staff mobility implemented – NUMBER OF STUFF MOBILITY IMPLEMENTED	FAZ, UNKO	Number of staff mobility implemented	Number of staff mobility implemented	EB											4			Number of stuffs mobility implemented
WP5.2.3	Student and staff mobility implemented – REPORT SUBMISSION UNDER DEADLINE	FAZ, UNKO	Report submission under deadline	Binary checking (yes or no) is a report submitted under deadline	EB											4			Report with corrective measures
WP5.2.4	Student and stuff mobility implemented – REPORT OUTPUTS CHECKING – CONTENT OF THE REPORT	FAZ, UNKO	Report outputs checking – the content of the report – parallel comparison with the expected content	% of the report compliance with the expected content	EB											4			Report with corrective measures
WP6.3.2	Reports on mid-term and final monitoring on project implementation – REPORT SUBMISSION UNDER DEADLINE	FAZOS, UNSA	Report submission under deadline	Binary checking (yes or no) is a report submitted under deadline	EB													4	Report with corrective measures

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| Quality assurance number of outcomes of evaluation per timeline | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 2 | 30 | 2 | 10 | |

LEGEND: