



# DELIVERABLE D1.1

## Project Quality and Management Handbook

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# 1 Introduction

## 1.1 Scope of the Handbook

This Handbook represents a high-level project quality and management Handbook for the SECRICOM project. The Handbook outlines the quality management procedures and guidance applicable to the project.

This Handbook will be reviewed regularly and updated as necessary but no changes will be made without agreement of the SECRICOM Core Management Team.

This main document is supported by Annexes that contain the following information:

- Consortium Members (Beneficiaries)
- Work Breakdown Structure (WBS)
- Schedule
- Resources
- Budgets
- Deliverables
- Milestones
- Progress reporting (template)
- Communications
- Risks (template)
- Problem log (template)

It is anticipated that the information contained within these Annexes will be updated regularly and updates to this Handbook will be through the up-issue of the Annex or Annexes.

## 1.2 Related Documents

This Handbook should be used in conjunction with the following documents:

- Description of Work (DOW) version 11, dated 2<sup>nd</sup> June 2008<sup>1</sup>.
- IPCA, Parts I and II dated 19<sup>th</sup> March 2008<sup>2</sup>.
- Grant Agreement N° 218123 included:
  - Annex I – DOW
  - Annex II – General conditions
  - Annex IV – Form A
  - Annex V – Form B
  - Annex VI – Form C
  - Annex VII – Form D and Form E

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<sup>1</sup> The DOW is also identified as Annex I in the Grant Agreement

<sup>2</sup> IPCA is also referred to as the Consortium Agreement (CA)

## 2 Background

### 2.1 Project origin

In September 2006 the European Security Research Advisory Board (ESRAB) published a report setting the European security research agenda and the requirements on new communication infrastructures. These requirements included security, dependability, enhanced connectivity, transmission of multiple formats and advanced search functions.

In response to these ESRAB requirements, the FP7 collaborative research project SECRICOM was initiated to create and demonstrate a secure communication platform for crisis management in Europe.

### 2.2 Key events

Key events in the project's history are listed below:

- Summer 2006 – initial meeting and discussions
- Winter 2006/07 creation of Consortium
- Spring 2007 – initial submission of project
- May 2007 – improvement of proposal
- 30<sup>th</sup> May 2007 – submission of SECRICOM
- September 2007 – pass hearing
- December 2007 – started negotiations
- June 2008 – completed negotiations
- August 29<sup>th</sup> 2008 – contract signed
- 1<sup>st</sup> September 2008 – project start date
- 23<sup>rd</sup> and 24<sup>th</sup> September – project Kick Off meeting

### 2.3 The European Commission

The customer for this project is the European Commission, DG Enterprise and Industry which will be referred to in this Handbook as the Commission.

The Commission's Project Officer for this project is listed at Annex A

### 2.4 Consortium Members

The Consortium Members are listed at Annex A.

## 3 Project Aim, Objectives and Goals

### 3.1 Aim

To provide an infrastructure that will support end to end, seamless communications and is specifically designed to address the unique requirements for the emergency services across Europe

### 3.2 Objectives

The project has been set the following objectives:

- To solve the problems of contemporary crisis communication infrastructures:
- Seamless and secure interoperability of existing (many hundred thousand) mobile devices already deployed
- Smooth, simple, converging interface from systems currently deployed to systems of the new Software Defined Radio (SDR) generation
- Creation of pervasive and trusted communication infrastructure, bringing interconnectivity between different networks
- Provide true collaboration and inter-working of emergency responders
- Seamlessly support different user traffic over different communication bearers
- To add new smart functions using distributed IT systems based on an SDR secure agents' infrastructure:
- Easier instant information gathering and processing focusing on emergency responders main tasks

### 3.3 Goals

The project has the following goals:

- Fulfilment of technical objectives
- Solution of technical issues
- Integration of system parts
- Creation of end-user-oriented system
- Take into account users' requirements
- Demonstration of a working system
- Potential to be commercially successful
- Project management
- Implementation of DoW
- Financial management within the budget

## 4 Project Management

### 4.1 Organisation

The Project Management organisation is presented below in Figure 4-1.

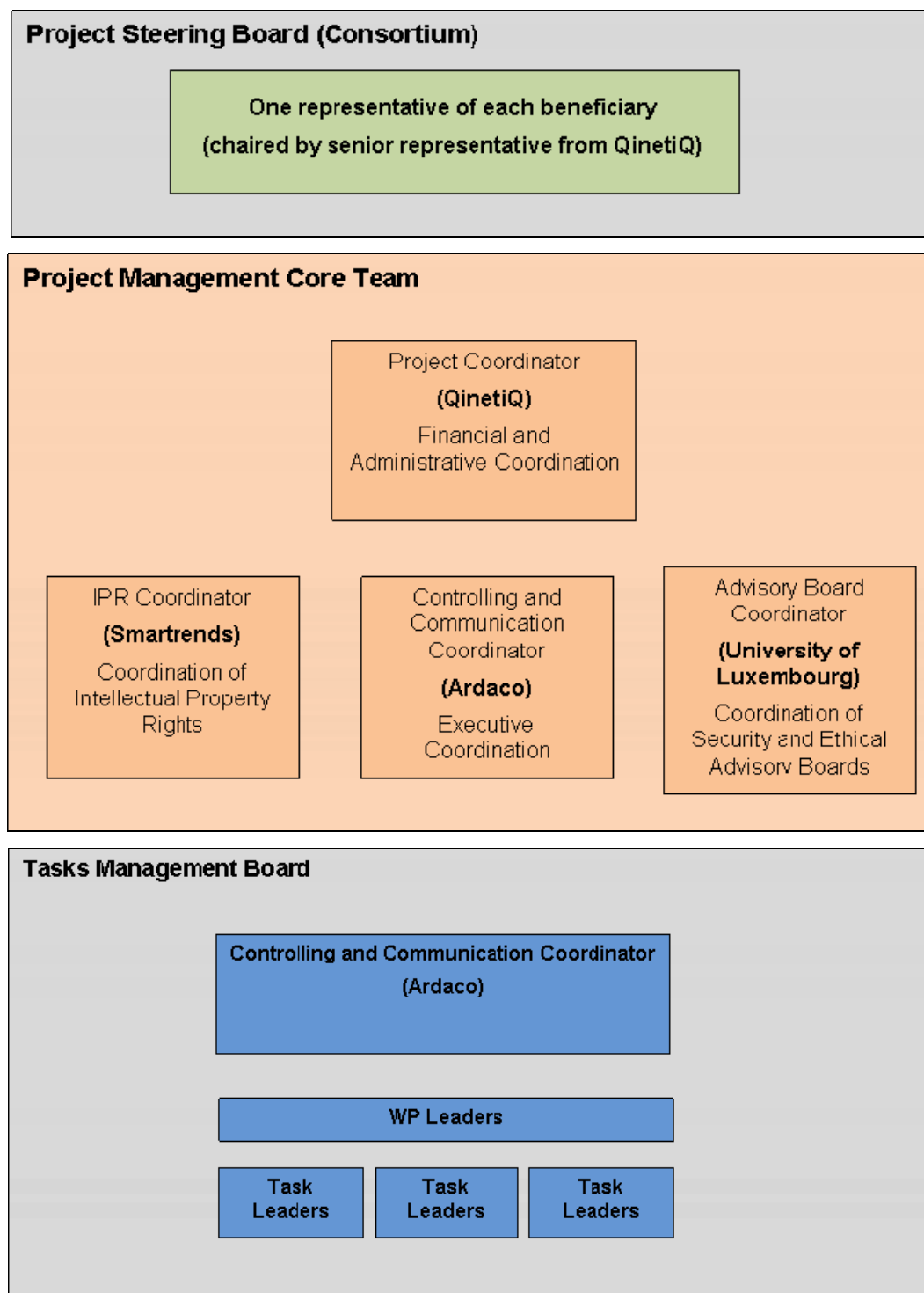


Figure 4-1: Project Management organisation



#### 4.1.1 Project steering Board (PSB)

The PSB is the main management body within SECRICOM. The responsibilities include:

- Overall management of the project and coordination of subsequent work packages
- Political and strategic orientation of the Project
- Approval of the key documents e.g. periodic reports
- Budget and financial allocation of the EC's contribution
- Annual validation of the expenditures and their accordance with the budget
- Any issue related to modification of the Description of Work
- Conflict within the Consortium that cannot be resolved by the Project Coordinator or Core Team
- Withdrawal or exclusion of a Consortium Member

The PSB consists of 1 representative of each Consortium Member and is chaired by a senior representative from the Project Coordinator. The chair of the Project Management Core Team attends the PSB meetings and performs the role of the vice-chair. The PSB will meet at least twice a year within the duration of the project.

#### 4.1.2 Project Management Core Team (PMCT)

The PMCT composition includes two sub-levels:

- Overall coordination by the Project Coordinator
- Specific coordinators:
  - Project Controlling and Communication Coordinator
  - Advisory Boards Coordinator
  - IPR Coordinator
- The Chair of Core Team is elected by Core Team members for the whole duration of project

#### 4.1.3 Task Management Board (TMB)

The TMB consists of Work Package and Task leaders under the management of the Controlling and Communication Coordinator.

### 4.2 Individual roles and responsibilities

The SECRICOM Project has a number of defined roles and responsibilities which are described below:

#### 4.2.1 Project Coordinator (PC)

The PC manages the whole project which includes:

- Establishing and maintaining the IPCA
- Maintenance of the technical description of the work
- Alignment of individual objectives with overall project objectives
- Liaison with the Commission
- Approval of project deliverables
- Review of progress towards project milestones
- Preparation of project reports
- Organisation of regular meetings and annual review meetings with the Commission
- Monitoring and coordination of standardisation issues throughout the project
- Chairing PSB and plenary meetings

The PC also performs a number of administrative duties which include:

- Collecting and collating the regular reports and submitting to the EC
- Controlling of documents and their conformity to relevant legislations and agreements
- Organising review meetings
- Producing the Project Quality Handbook

The PC also performs a number of financial duties which include:

- Receipt and distribution of periodic advanced payments (pre-financing)
- Handling the Cost Claim procedures and maintaining the financial budget status of each partner
- Preparation of periodical financial reports for the PC
- Preparation of final financial report at the end of the project
- Monitoring of the project's progress (with respect to financial aspects)

#### 4.2.2 Project Controlling and Communications Coordinator (PCCC)

The PCCC assists the PC in day-by-day management of the project. The responsibilities include:

- Leadership of Tasks Management Board (TMB)
- Monitoring of the work progress and execution of objectives
- Liaison with other projects (at a technical level, liaison will also be performed by work package leaders and individual partners) and external relations
- Establishment of the project website and advising on the establishment of the partners' websites, FTP servers and mailing facilities

- Adding a level of quality assurance to the project in terms of validating the visible outputs, such as deliverables, presentation material, papers, etc
- Support the PC in the review of progress and technical achievement against project milestones
- Coordination of WP leaders

#### 4.2.3 IPR coordinator (IPRC)

The IPRC is responsible for:

- IPR aspect of project execution
- Supervising and advising on IPR related matters
- Protection of IPR through appropriate measures
- Monitoring of the dissemination materials and channels in terms of conformity with the law and IPR risk
- Coverage of researches and results of WPs by specific IPR rules

#### 4.2.4 Advisory Board Coordinator (ABC)

The ABC covers Safety, Security and Ethics. The responsibilities include:

- Organising the Security and Ethical Advisory Board
- Respond to all related topics
- Advise the Consortium on the higher level safety, security and ethics issues
- Make recommendations on the critical issues uncovered during the research work of the project
- Contribution to overall project management

#### 4.2.5 Work Package Leaders (WPL)

The WPLs are responsible for:

- Delivery of the WP according to the plan (e.g. DOW, schedule etc)
- Management and control of the WP
- Coordinating the management of tasks within the WP
- Develop effective means to achieve the WP objectives
- Evaluation of actions and activities possible to undertake within the WP
- Reporting progress to the PC
- Organisation and chairing the meetings within the WP
- Review and validation of WP reports
- Summarising WP results

#### 4.2.6 Task Leaders (TL)

The TL responsibilities include:

- Achievement of the task objectives within the schedule and human resources allocated to task
- Coordinate all partners involved in the task
- Inputs for WP deliverables and milestones
- Reporting progress of the task

## 5 Managing Quality within the Consortium

### 5.1 Quality Systems

This Handbook recognises that a range of Quality Processes and Standards will be in place with the Consortium Members. The Consortium Members will, therefore, work to their existing Quality Processes and Standards (where in place). Examples include:

- Quality systems such as ISO 9001:2000
- Testing and calibration such as ISO 17025
- Security management such as ISO 27001
- Health, Safety and Environment Legislation

These processes and standards will be used throughout the project lifecycle. Project specific processes related to deliverables and milestones are described later in this Handbook.

### 5.2 Project Quality organisation

Each Consortium Member will be responsible for the quality of their individual contributions to this project.

As part of their project team, each Consortium Member will identify and maintain a representative for quality for their contributions to this project.

The PC and PCCC will work with the quality representatives to address any quality issues with individual contributions to the project.

The PC working with the PCCC will be responsible for the review of the project and progress towards the project milestones as described later in this Handbook.

### 5.3 Technical review

The PCCC, through the TSB, will provide technical leadership for this project. This will include the technical review of:

- Project plans
- Progress
- Progress and technical achievement toward project deliverables and milestones

The PCCC will be supported by the PMCT to ensure independent technical review within the Consortium is achieved.

## 6 Project Plans

### 6.1 Project Lifecycle

The Project started on the 1<sup>st</sup> September 2008 and is due to complete on the 31<sup>st</sup> April 2012.

### 6.2 Work Breakdown Structure (WBS)

The WBS is at Annex B.

### 6.3 Schedule

The schedule is at Annex C.

### 6.4 Resource Plans

The effort in Man Months per work package and in total is at Annex D.

### 6.5 Budgets

The project budgets, including distribution of the pre-financing Grant, are at Annex E.

### 6.6 Deliverables

The project deliverables are at Annex F.

### 6.7 Milestones

The project milestones are at Annex G.

### 6.8 Progress reporting

A template for reporting progress to the PC is at Annex H.

## **6.9 Communications**

### **6.9.1 Communication within the Consortium**

The communication within the consortium will be based on principles of openness and cooperation. Documents will be shared with all beneficiaries who may contribute to their development. The beneficiary responsible for a work package / deliverable takes the moderator post and accelerates the communication in particular issue in order to achieve required quality and cooperation. The main channels for communication will be:

- The project website for Consortium and public dissemination: [www.SECRICOM.eu](http://www.SECRICOM.eu) is in place.
- Wiki pages will be used for project news and discussion.

The names and email addresses for Consortium members is at Annex I.

### **6.9.2 Communication outside of the Consortium**

Broader communication outside of the Consortium will be through the project website [www.SECRICOM.eu](http://www.SECRICOM.eu) and individual dissemination by the Consortium Members.

### **6.9.3 Communication with the Commission**

The PC will manage communications with the Commission.

### **6.9.4 Achieving good communication**

Key to success within the Consortium is communication between all members. Following simple processes such as:

- Talk about risks, discuss problems, constraints or technology limitations
- Be pro-active to help others
- Post and read news on the project wiki pages
- Make regular visits to project website

Integration of WP outputs will require frequent communication

## **6.10 Risk register**

A template for the risk register is at Annex J.

## **6.11 Health Safety and Environment (HSE) Plans**

This Handbook recognises that a range of HSE Processes and Standards will be in place with the Consortium Members. The Consortium Members will, therefore, work to their existing HSE Processes and Standards and if necessary produce individual HSE plans for their contributions to this project. These are to include:

- Organisation
- Responsibilities

- Identification of potential hazards
- Risk assessment
- Trials plan

All project staff are responsible for ensuring that their individual company policies are implemented according to the scope of their operation.

All project staff have a responsibility to take reasonable care of themselves, and others, and to co-operate with their company management in relation to HSE issues and their working environment.

For joint demonstrations the PC supported by the PMCT will review risks and if considered necessary implement joint HSE plans.



## 7 Project Controls

### 7.1 Project and Progress Reviews

#### 7.1.1 Monthly reporting

Progress on individual WPs will be reported by WPLs to the PC and PCCC on a monthly basis using the template at Annex H. Specific references are to be made to project deliverables and milestones that are the responsibility of the WPL.

The PC will summarise these monthly reports to provide the Project Officer at the Commission with a brief progress statement for the project. This will be at WP level.

#### 7.1.2 Quarterly reporting

Progress on individual tasks will be reported by the TLs to the WPLs who will then report to the PC and PCCC on a 3 monthly (quarterly) basis using the template at Annex H. Specific references are to be made to project deliverables and milestones that are the responsibility of the TL.

The PC will summarise these 3 monthly reports to provide the Project Officer at the Commission with a progress statement for the project. This will be at the task level.

The PCCC will hold review meetings (virtual or physical) for each active WP every 3 months. The decisions and actions from these meetings will be documented.

The PCCC will hold the TSB meeting (virtual or physical) at least twice a year. The decisions and actions from these meetings will be documented.

The PSB will meet at least twice a year. The decisions and actions from these meetings will be documented.

Periodic and final project reports will be produced by the PC and delivered to the Commission as listed at Annex F. The requirements for these reports are covered at Section 8.

The PC supported by the PSB and Consortium Members as necessary will meet with the Commission for Project Review meetings. It is assumed that these review meetings will be synchronised with review meetings of related projects.

### 7.2 Problem Reporting

For the purpose of this project a problem is defined as an occurrence that if left unchecked would have an adverse effect on the quality or timely delivery of a deliverable or end product. The PC and PCCC must be kept aware of all significant problems.

Problem reporting will be through the monthly progress reports at Annex H, or where more urgent action is necessary, by direct correspondence between the TL through the WPL and the PC and PCCC.

Problems will be reported, investigated, solved and actioned at the monthly reporting cycle or, if necessary, as they occur. Following investigation it may be necessary to register the problem as a risk and place it on the Risk Register (Annex J).

A problem log will be maintained and a template is at Annex K. The problem log is to be completed and updated by the WPL and submitted with the monthly progress report from the WPL to the PC and PCCC.

### **7.3 Configuration Management**

Each Consortium Member is responsible for the Configuration management of their own items as required by their own internal process.

### **7.4 Document Control and Review**

All project documentation is categorised as either 'Controlled' or 'Uncontrolled'. As a minimum, all deliverables (included certain project milestones) and end products are 'Controlled' items and are to be reviewed and approved by the PC and PCCC before issue.

Deliverables and certain milestones will be produced by the Consortium Member identified in the deliverables list at Annex F. These deliverables will use the style and version control implemented by the Consortium Member.

A mature draft version of the deliverable is to be sent to the PC and PCCC for review **at least 1 month before** the required delivery date (Annex F).

Changes to any documentation shall be recorded. If necessary, the PC shall determine if further review is required. The PC and PCCC shall agree minor changes (e.g. of an editorial nature). Major changes shall require agreement with the WPL for the deliverable and the responsible Consortium Member.

The PC and PCCC will ensure that independent review within the Consortium is achieved.

### **7.5 Final Delivery**

The final version of the deliverable, identified as version 1, will be sent to the Commission by the PC using the email address identified in the Grant Agreement, Article 8 'Communication'.

### **7.6 Media Control**

Software masters of all documents and presentations shall be retained by the responsible Consortium Member.

Presentations and graphics generated under this project will be supplied in Microsoft PowerPoint™ or Microsoft Excel™ format. Reports will be supplied in Microsoft Word™.

### **7.7 Back Ups**

All Consortium Members are responsible for ensuring that back up copies of any data files essential to their work are adequately maintained.

Masters and back up copies are to be stored in separate locations.

## **7.8 Security**

The project is unclassified and no security issues are expected.

## **7.9 Resources to be committed**

The project is highly innovative and is expected to require the most current technology and equipment. Although the sharing of existing research and testing facilities among Consortium Members will be supported it will be necessary to purchase additional items from the project's budget.

The forecast for new durable equipment and consumables requirements is listed in the DOW at B2.4. Each item is to be discussed in the periodic progress reports and fully justified in the activity and management reports at the end of each reporting period.

## **7.10 Project Audit**

Each Consortium Member is to arrange for an independent financial audit as directed in the Grant Agreement Annex II before submission of the financial statement to the PC (Section 8).

Furthermore, the Commission may initiate a technical audit at any time as described in the Grant Agreement Annex II.

In addition, Consortium Members are encouraged to arrange audits of their work on this project as part of their normal business practices.

## **7.11 Risk management**

A formal risk management plan will be implemented for this project (Section 9).

A risk register template is contained at Annex J and is to be completed and updated by the WPL and submitted with the monthly progress report from the WPL to the PC and PCCC.

## 8 Periodic and Final reporting

### 8.1 Grant Agreement

The requirements for periodic and final reporting and the claiming and approval of payments are contained in the Grant Agreement at Annex II.

### 8.2 Periodic reporting

The Consortium is required to submit a periodic project report within 60 days after the end of the respective period as detailed by Annex II.4.

The report is to include:

- An overview of the progress of work towards the project objectives, including achievements and attainment of any milestones and deliverables identified in the DOW
- An explanation of the use of the resources
- Financial statement from each Consortium Member together with a summary financial report consolidating the claimed grant of all the Consortium Members in an aggregate form based on the information provided at Annex VI (Form C) to the Grant Agreement.

The periodic report will be collated by the PC from the inputs listed above as provided by each Consortium Member. To achieve the required timescales, the PC will require the following:

- An overview of progress from each WPL and an explanation of resources within 10 days after the end of the respective period
- Financial statements within 30 days after the end of the respective period

### 8.3 Final Report

The Consortium is required to submit a final report to the Commission within 60 days after the end of the project.

The report is to include:

- A final publishable summary report covering results, conclusions, and socio-economic impact of the project
- A report covering the wider societal implications of the project, including gender equality actions, ethical issues, efforts to involve other actors and spread awareness as well as the plan for the use and dissemination of foreground

The final report will be collated by the PC from the inputs listed above as provided by each Consortium Member. To achieve the required timescale the PC will require the following:

- Results and conclusions from each WPL within 10 days after the end of the project

#### **8.4 Report of the distribution of the Grant**

The PC is required to submit a report to the Commission on the distribution of the Grant between Consortium Members. The report must be submitted within 30 days following receipt of the final payment.

#### **8.5 Financial statements**

Claims for interim and final payments, where the value of the grant being claimed is equal to or exceeds €375,000, are to be made in accordance with the Grant Agreement Annex II.4 and Annex VII (Form D).

#### **8.6 Payments**

At the end of each reporting period, the Commission shall evaluate project deliverables required by the DOW and make the corresponding payments as detailed by the Grant Agreement Annex II.5.

#### **8.7 Reporting periods**

The reporting periods for this project are as follows:

- Period 1 - September 2008 to November 2009 (15 months)
- Period 2 – December 2009 to November 2010 (12 months)
- Period 3 – December 2010 to April 2012 (17 months)

## 9 Risk management

### 9.1 Risk Management plan

The PC will put in place a formal risk management plan for this project. WPL working with TL and the PCCC will be responsible for ensuring that threats to the successful delivery of the projects objectives are assessed and managed through successful mitigation strategies as part of their normal business processes. These risks will be recorded in a risk register (Annex J), submitted to the PC and PCCC as part of the monthly progress and will be reviewed and updated during the project.

The risk management plan will cover the following aspects:

- Definition of the scope and applicability of risk management
- Outline of processes and techniques to be used for risk identification and analysis
- Requirements for quantitative analysis
- Frequency of risk reporting and updates
- Outline of roles and responsibilities for the risk process
- Definitions of probability and impact for the assessment of individual identified risks
- Methodologies for risk identification
- Requirements for the recording and reporting of associated mitigation action, including secondary risk
- Contingency planning and residual risk assessment

### 9.2 Risk management process

The process will include:

- **Planning** – WPL and TL review the project requirements and plans;
- **Identification** - Techniques used to identify risk may include experience, workshops, structured interviews, work breakdown structures and network analysis. Once identified, risks are validated and entered into the risk register. A qualitative analyses of the risks are then conducted, and they are ranked according to their probability impact scores;
- **Mitigation** - To identify mitigation actions and re-assess the risk, leading to a reduction in the severity of risk. Depending upon the risk, the mitigation strategies may include identifying alternative or additional sources of resource, suppliers, technology and skills;
- **Risk review** – the risks will be reviewed as part of monthly progress reporting by the WPL to the PC and the 3 monthly WP review by the PCCC.

## 10 Project fulfilment

### 10.1 Introduction

This section presents a number of further topics for consideration by the Consortium. These topics will be very important to the success of the project.

### 10.2 Documentation

For the Consortium to achieve the project goals, it will be essential to have in place clear and well controlled documentation.

The evolving specification for SECRICOM will need to describe:

- What the system should do (user)
- How it is to be accomplished (technical)

The architecture will be complex and higher level of abstraction, such as deployment, component diagrams (with interfaces) or state machines, will be necessary to capture and explain to others.

Unified Modelling Language (UML) is a readily available and understood product that could be used by the Consortium for technical documentation.

This information is to be made available to the consortium through the project website.

### 10.3 Technology development

The project was first defined over a year ago and it will take almost 4 years to complete. The IT world changes quickly and, to be successful, the project will need to keep pace with relevant IT developments. The project will need to review the original scope and, through change management procedures, continually identify and put in place any necessary modifications.

### 10.4 User focused

SECRICOM is a collaborative research project but with the aim to deliver a solution that could form the basis for procurement. It is not an incomplete prototype. To achieve this aim, the project has end-user representatives, able to provide advice the Consortium for the development of the solution.

### 10.5 Integration

The WP and Task leaders should, where possible, consider lower risk architectures as in keeping with a production system. The deliverables from each WP are, in the main, autonomous sub-systems as this is easier to manage. However, to realize the project goals, integration of the WP outputs will be essential.

## **10.6 Scope**

SECRICOM should serve, not only the needs of crisis management, but other areas of application where secure, highly integrated, fault-tolerant, multimedia communication is required. The project must also consider the business success of the system in the boarder commercial markets.

## **10.7 Benefits, features and changes**

To deliver the benefits to users, SECRICOM will contain a number of key features. These features will be identified during the requirements analysis and discussed with end-user representatives. SECRICOM must remain relevant and, therefore, will need to adapt to emerging requirements. The change management procedures will be in place to identify and approve these changes and the benefit to the user.

Example topics for consideration include:

- Changes and new features considered but not included
- Assumptions and Constraints
- Operational policies and constraints
- Modes of operation for the proposed system
- User classes for the proposed system



## A Consortium Members

List of Beneficiaries					
Beneficiary No.	Beneficiary name	Benef. short name	Country	Date enter project	Date exit project
1	QinetiQ Ltd.	QinetiQ	United Kingdom	M 1	M 44
2	Ardaco, a.s.	ADO	Slovakia	M 1	M 44
3	Bumar Ltd.	BUM	Poland	M 1	M 44
4	NEXTEL S.A.	NEX	Spain	M 1	M 44
5	Infineon Technologies AG	IFX	Germany	M 1	M 44
6	Université du Luxembourg	Uni Lu	Luxembourg	M 1	M 44
7	Institute of Informatics, Slovak Academy of Sciences	UI SAV	Slovakia	M 1	M 44
8	Graz University of Technology	TUG	Austria	M 1	M 44
9	Smartrends, s.r.o.	SMT	Slovakia	M 1	M 44
10	ITTI Sp. z o.o.	ITTI	Poland	M 1	M 44
11	British Association of Public Safety Communication Officers	BAPCO	United Kingdom	M 1	M 44
12	CEA LETI	CEA	France	M 1	M 44
13	Hitachi Europe SAS	HIT	France	M 1	M 44

*Table A1: Consortium Members (Beneficiaries)*

Commission's Project Officer responsible for SECRICOM:

DG Enterprise and Industry

Laurent Cabirol

BREY 09/172

BE-1049 Brussels

## B WBS

### WP1 - Management and coordination

T1.1 Establishing the PM procedures

T1.2 Performing the PM duties

### WP2 - System Analysis and Design

T2.1 Analysis of external and internal system requirements

T2.2 Analysis of crisis management system requirements

T2.3 Marketing requirements assessment

### WP3 -Secure wireless communications

T3.1 Design and implementation of secure PTT infrastructure

T3.2 Design and spec of the fault tolerant secure communication centre

T3.3 Design of SECRICOM interface to other existing communication platforms

T3.4 Testing

### WP4 - Secure agent infrastructure

T4.1 Security requirements for docking module

T4.2 Architecture and design of agent based distributed system

T4.2 Prototype implementation

### WP5 - Secure docking module

T5.1 Functional specification of secure docking module

T5.2 Design of secure docking module

T5.3 Emulator implementation

T5.4 Chip design

### WP6 – Secure IPv6 Network

T6.1 Existing IPv6 enabled PTT solutions

T6.2 IPv4-IPv6 coexistence and interoperation

T6.3 PTT enhancements by IPv6

T6.4 Demonstration of dissemination

WP7 – Integration of research results

T7.1 Validation of realisation of particular components

(Part two of above)

T7.2 Integration of the components, experimental sample creation"

(Part two of above)

WP8 - Building of integrated network

T8.1 Specification and implementation of interfaces and protocols between SECRI COM and other secured networks

T8.2 Specification of the deployment and integration of new mobile BTS

T8.3 Monitoring of extended recovered network

T8.4 A short study report of SDR and CR impacts

WP9 - Building of monitoring and control centre

T9.1 Threat analysis and challenges for dynamic heterogeneous communication infrastructure domains

T9.2 Security mechanisms and protocols

T9.3 Security model and service definition

WP10 - Demonstration

T10.1 Design demonstration

T10.2 Building and initial testing of demonstrator

T10.3 Rehearsal demonstrators and script finalisation

T10.4 Conduct final demonstrations

T10.5 Results analysis and reporting

WP11 - Dissemination & Exploitation

T11.1 Detailed planning of dissemination activities

T11.2 Integrating the individual parts

T11.3 Dissemination in publications

T11.4 Presentation at conferences

T11.5 Organisation of conferences, workshops and system presentations"

T11.6 Internet presentation

## C Schedule

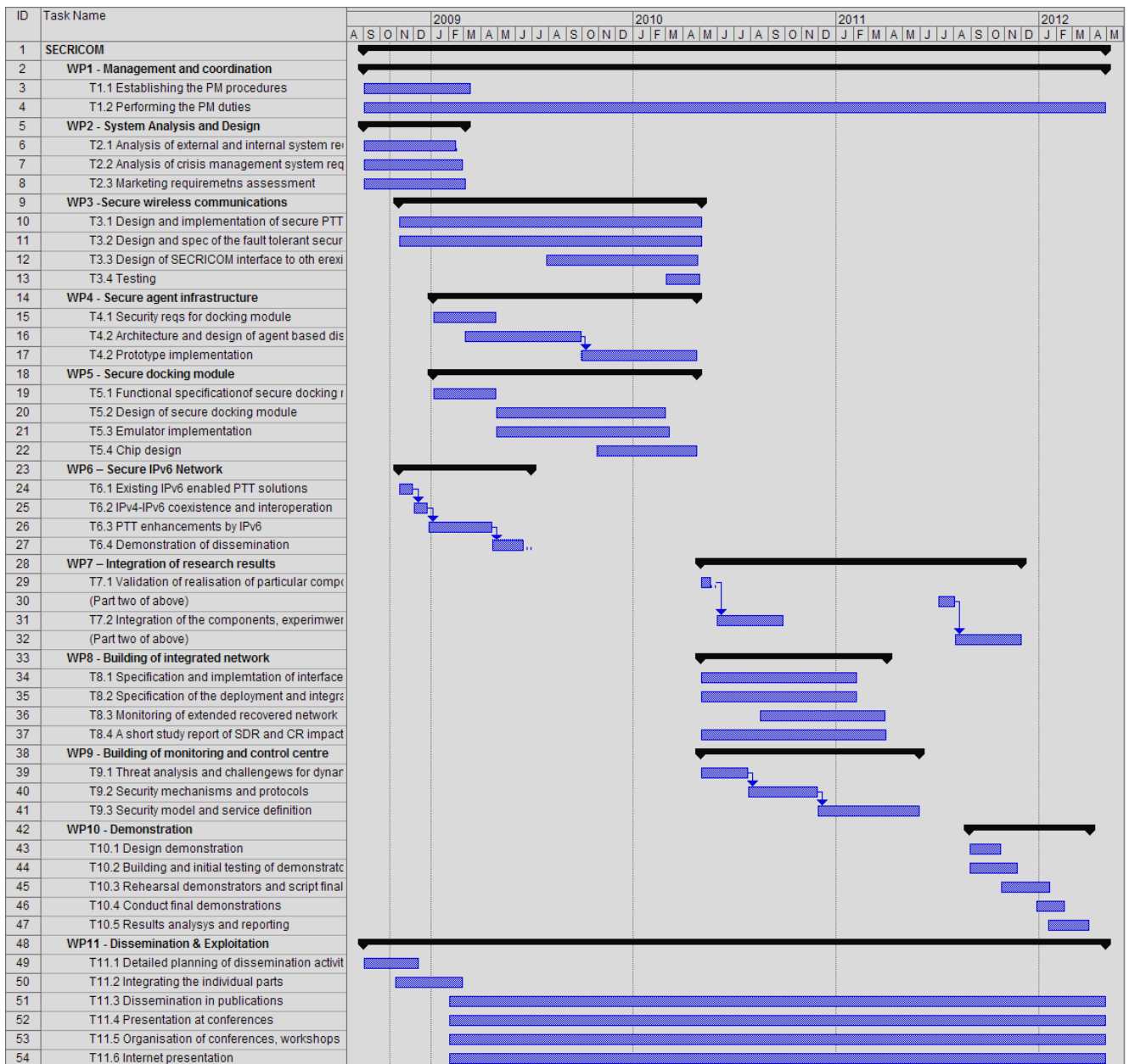


Figure C1: Project Schedule

## D Resource plan

Beneficiary short name	WP1	WP2	WP3	WP4	WP5	WP6	WP7	WP8	WP9	WP 10	WP 11	TOTAL per Beneficiary
<b>QinetiQ</b>	<b>19</b>	8	18	0	0	9	20	<b>42</b>	0	<b>18</b>	5	139
<b>ADO</b>	22	7	<b>42</b>	18	22	8	<b>18</b>	14	8	12	10	181
<b>BUM</b>	0	7	20	0	0	0	8	10	8	12	7	72
<b>NEX</b>	0	7	0	10	0	13	12	0	<b>28</b>	12	5	87
<b>IFX</b>	0	5	0	0	37	0	16	0	0	4	5	67
<b>Uni LU</b>	5	5	6	0	0	<b>16</b>	4	0	0	4	5	45
<b>UI SAV</b>	0	11	0	<b>38</b>	0	0	4	0	0	8	5	66
<b>TUG</b>	0	5	0	24	<b>32</b>	8	6	14	0	12	5	106
<b>SMT</b>	14	<b>11</b>	0	18	18	0	10	0	10	6	5	92
<b>ITTI</b>	0	5	6	0	0	6	5	0	6	6	5	39
<b>BAPCO</b>	0	8	6	0	0	6	4	8	10	8	5	55
<b>CEA</b>	0	5	0	0	34	0	18	0	0	6	<b>11</b>	74
<b>HIT</b>	0	5	0	0	15	0	6	8	0	4	5	43
<b>Total person months</b>	60	88	96	108	158	64	130	96	69	110	77	1066

Figure D1: Effort in Man Months per WP

## E Budgets

Participant Nr.	Organisation Short Name	Organisation Country	RTD	Demonstra tion	Training	Coordination	Support	Management	Other	Total	Total Receipts	Requested EU Contributions
1	QinetiQ	UK	1652659	503033	0	0	0	338924	91954	2586570	0	1508724
2	ADO	SK	1565872	120640	0	0	0	278240	129800	2094552	0	1642764
3	BUM	PL	417500	99600	0	0	0	3000	102100	622200	0	363650
4	NEX	ES	532800	91200	0	0	0	4000	47790	675790	0	496990
5	IFX	DE	969789	66882	0	0	0	5000	82642	1124313	0	605978
6	Uni LU	LU	263500	34000	0	0	0	42500	47500	387500	0	304625
7	UI SAV	SK	436608	55488	0	0	0	2000	39680	533776	0	396880
8	TUG	AT	834880	114240	0	0	0	5000	61600	1015720	0	749880
9	SMT	SK	783520	56960	0	0	0	156480	61800	1058760	0	834400
10	ITTI	PL	199667	46400	0	0	0	4800	46400	297267	0	224150
11	BAPCO	UK	432300	86000	0	0	0	5000	59750	583050	0	431975
12	CEA	FR	759456	78859	0	0	0	4000	151074	993388	0	764095
13	HIT	FR	380480	46080	0	0	0	3000	66400	495960	0	282680
<b>Total</b>			<b>9229031</b>	<b>1399382</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>851944</b>	<b>988490</b>	<b>12468847</b>	<b>0</b>	<b>8606791</b>

Table E1:  
Budgets per Consortium Member

Beneficiary No.	Beneficiary short name	Total funding (Grant)	% of funding	Pre-financing
1	QinetiQ	€ 1 508 723,8	17,529%	€ 729 214,83
2	ADO	€ 1 642 764,0	19,087%	€ 794 000,78
3	BUM	€ 363 650,0	4,225%	€ 175 763,76
4	NEX	€ 496 990,0	5,774%	€ 240 211,28
5	IFX	€ 605 977,8	7,041%	€ 292 888,57
6	Uni LU	€ 304 625,0	3,539%	€ 147 235,08
7	UI SAV	€ 396 880,0	4,611%	€ 191 824,89
8	TUG	€ 749 880,0	8,713%	€ 362 441,17
9	SMT	€ 834 400,0	9,695%	€ 403 292,41
10	ITTI	€ 224 150,4	2,604%	€ 108 339,11
11	BAPCO	€ 431 975,0	5,019%	€ 208 787,44
12	CEA	€ 764 095,0	8,878%	€ 369 311,73
13	HIT	€ 282 680,0	3,284%	€ 136 628,35
<b>Total</b>		<b>€ 8 606 791,0</b>	<b>Total</b>	<b>€ 4 159 939,41</b>

*Table E2: Pre-Financing per Consortium Member*

Pre-financing calculation:

Grant Agreement Article 6:

- Pre-financing of €4,590,288.00
- Guarantee fund of 5% total Grant = €430,339.55
- Total Pre-financing = €4,159, 939.41

## F Deliverables

Del. No.	Deliverable name	WP no.	Lead beneficiary	<i>Estimated indicative person-months</i>	Type	Dissemination level	Delivery date Mon / Year
D 1.1	Project Quality Handbook	1	QinetiQ	6	R	PU	Oct 2008
D 11.1	Consolidated dissemination plan	11	BUM	3	R	PU	Feb 2009
D 1.2	Ethical and legal issues report	1	Uni LU	2	R	RE	Dec 2008
D 6.1	Report on existing IPv6 based group call solutions	6	UNI LU	10	R	PU	Jan 2009
D 2.1	Technical requirements assessment report	2	SMT	38	R	RE	Feb 2009
D 2.2	Crisis management requirements assessment report	2	BAPCO	21	R	RE	Feb 2009
D 2.3	Marketing requirements assessment report	2	QinetiQ	30	R	RE	Feb 2009
D 11.2	SECRICOM Conferences (initial and final)	11	BUM	11	O	PU	Mar 2009 / Apr 2012
D 4.1	Security requirements and specification for docking station module	4	UI SAV	48	R	PU	Apr 2009
D 5.1	Functional Specification	5	TUG	20	R	PU	May 2009
D 6.2	IPv6 based secure communication	6	UNI LU	56	R	PU	Jun 2009
D 11.3	Field presentations	11	QinetiQ	55	O	PU	Oct 2009 Oct 2010 Apr 2012
D 1.3	Periodic Project Reports	1	QinetiQ	48	R	PU	Nov 2009 Nov 2010
D 5.2	Design of secure docking module	5	IFX	24	R	RE	Feb 2010



D 3.1	Interface specification and guideline of the system interconnection	3	ADO	80	R	RE	Apr 2010
D 3.2	Testing report	3	QinetiQ	18	R	RE	Apr 2010
D 4.2	Secure agent infrastructure for crisis management support prototype	4	UI SAV	60	R	RE	Apr 2010
D 7.1	Report from validation process 1	7	SMT	13	R	PU	May 2010
D 7.2	Report from testing 1	7	ADO	52	R	PP	Aug 2010
D 5.3	Design of the chip and emulator	5	IFX	90	O	RE	Sep 2010
D 8.1	Secure cross-network integration test with follow up report	8	QinetiQ	66	R	PP	Apr 2011
D 8.2	A short study report of SDR and CR impacts	8	QinetiQ	30	R	RE	Apr 2011
D 9.1	SECRICOM Security Model Definition	9	NEX	70	R	RE	Jun 2011
D 7.3	Report from validation process 2	7	SMT	12	R	PU	Jul 2011
D 7.4	Report from testing 2	7	ADO	554	R	PP	Nov 2011
D 10.1	Final demonstration report	10	QinetiQ	112	R	PP	Apr 2012
D 1.4	Final Report	1	QinetiQ	4	R	PU	Apr 2012
D 11.4	Web site of the SECRICOM project	11	ADO	9	O	PU	throughout the project lifetime
Total				1066			

**PU** = Public

**PP** = Limited to other programme participants (including the Commission Services).

**RE** = Limited to a group specified by the Consortium (including the Commission Services).

**CO** = Only for members of the Consortium (including the Commission Services)

*Table F1: Project Deliverables*

## G Milestones

<b>Milestone No.</b>	<b>Milestone name</b>	<b>WP</b>	<b>Lead beneficiary</b>	<b>Delivery date Mon/Year</b>
M 1	External and internal system requirements reports	2	SMT	Feb 2009
M 2	Design completed	5	IFX	Nov 2009
M 3	Emulator available	5	ADO	Feb 2010
M 4	Chip-Design completed	5	TUG	Apr 2010
M 5	Experimental sample 1 of SECRICOM	7	QinetiQ	Sep 2010
M 6	Secure communication system	3	ADO	Apr 2010
M 7	Secure agent infrastructure for crisis management support prototype	4	UI SAV	Apr 2010
M 8	Definition of the prototype solution for SECRICOM security model	9	NEX	Jun 2011
M 9	Experimental sample 2 of SECRICOM	7	QinetiQ	Oct 2011
M 10	Technological demonstrator	10	QinetiQ	Mar 2012

*Table G1: Project Milestones*

## H Progress reporting

<b>SECRICOM Progress Report</b> <b>(1 Page)</b>	<b>WP No.</b> <b>Task No.</b>	<b>Period covered:</b>
<b>Progress:</b>		
<b>Highlights (+ve):</b>		
<b>Lowlights (-ve);</b>		
<b>Dissemination:</b>		
<b>Estimated expenditure (Quarterly reporting only):</b>		
<b>Risks:</b>		
<b>Completed by:</b>	<b>Date:</b>	

*Table H1: Progress reporting table*

# I Communications

The icon below contains the mailing lists for SECRICOM.

Version 1



SECRICOM mailing  
lists

## J Risk Register (template)

WP No and Title:								
Risk No.	Risk Title	Probability of occurrence	Impact (High, Med, Low)			Mitigation plan	Fallback Plan	Risk Owner and WP
			Time	Cost	Performance			

Table J1: Risk register

## K Problem Log (template)

WP No. and Title:				
Problem No.	Problem title	Action required (including by who and by when)	Solution / Outcome	Transfer to risk register (Y / N) date

Table K1: Problem Log

# Initial distribution list

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**External**

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European Commission Project Officer  
SECRICOM Consortium Members

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**QinetiQ**

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J Stoodley

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