



IP Proposal elaboration in STAR

***Guidelines for Operation Stakeholders
September 2022***



The **Implementation Project (IP) Proposal elaboration process** is performed in the **STAR tool**. This document aims to guide the Operational Stakeholder through the different required steps.



This document will provide some background information on the use of STAR and describe how to create an IP Proposal from scratch.



Creation of the IP Proposal



Creation of an IP Proposal. The IP Leader creates an IP proposal in STAR in their own organisation “**Call preparation space**”



The IP proposal is assessed by the SDM who publishes it's comments. The Participant revises and updates the proposal based on those comments. There are **two rounds** of comments.



The final clean IP proposal is **submitted to CINEA**

*If the IP Proposal is awarded it is copied into the “SESAR Deployment Manager space” as an “IP awarded by INEA”
The Participant becomes an Implementing Partner (IPP)*



1. Structure of the IP Proposal

IP Proposal structure



STAR is the system for gathering all **IP Proposal Information** and subsequent **tracking and monitoring** the awarded projects progress both technically and financially.



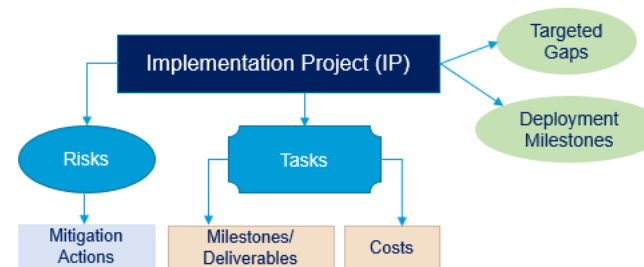
*Each **IP Leader organisation** has its own **Call Preparation Space***

Definitions:

IP Leader: Organisation creating an IP Proposal.

IP Contributor: An organisation who are involved in an IP. i.e., Multi stakeholder projects
Implementing Project Partner (IPP) : the reference of the participating Organisation or Stakeholder following the award of an IP

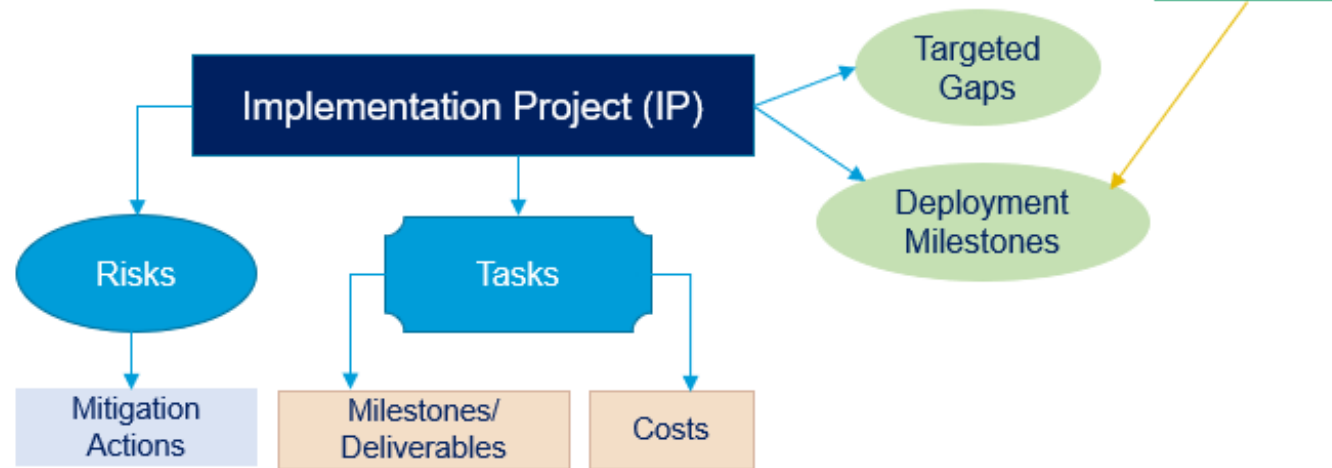
*When an IP Leader creates an **IP proposal**, the information gathered within Star for the proposal will follow this **IP structure***



The IP structure - SDP



Each IP Proposal must **contribute** to, at least, **one SDP Family**. The **targeted Gap (Family-location)** will be selected and linked to the IP. The SDM will include the Deployment Milestones applicable.

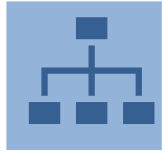


The **Deployment Milestones** applicable are defined in the **SDP** and depends on the **Family, stakeholder impacted, and service** (if applicable).



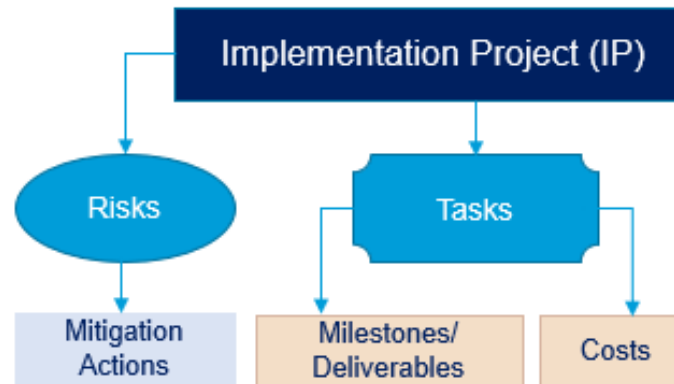
Click [here](#) for more information on DMs

The IP structure in STAR



The **IP** is organized and compounded by **Tasks** which in turn comprise **Milestones, Deliverables and Costs**. **Risks, issues** and their **Mitigation Actions** are directly linked to the IP.

*Every **risk must have, at least, one Mitigation Action***



*The **cost** can only be included from **the related task***



Click [here](#) for more information on costs

The background of the slide is a grayscale photograph of an airport terminal. It shows the silhouettes of several people standing and walking near large windows. Outside the windows, an airplane is visible in flight. The scene is reflected on the polished floor.

2. Create the IP Proposal in STAR

Logging in STAR



To be able to log in to STAR it is necessary to have an **user account**. Every active user in STAR can request the creation of a new user account through the **Access Management Tab** in STAR

If it is the user first time connecting to STAR and there is no login password yet, it is necessary to click on «Forgot your login and password» link at the bottom of the window, to renew/create a password. An email will be sent with a link to allow the use of the new or create password screen.

1

Connecting to STAR

Logging on to:

<https://sesardm.one2team.com/>
enter your Login ID and Password

A screenshot of the login form. It has two input fields: 'Login :' and 'Password :'. Below the 'Login :' field is a blue 'Log In' button. To the right of the 'Log In' button is a checkbox labeled 'Keep me logged in'. At the bottom of the form is a blue link that says 'Forgot your login or password?'. A red arrow points from the text 'enter your Login ID and Password' to the 'Log In' button. Another red arrow points from the text 'Click on this link if you have forgotten your username and password' to the 'Forgot your login or password?' link.

2

Forgot login or password

Click on this link if you have forgotten your username and password, **or if it is your first connection**

A screenshot of the 'Forgot password' form. It has a title 'Forgot ...' and two radio buttons: 'Password' (selected) and 'Your login'. Below the radio buttons is a yellow box with text: 'The recovery password is done in 3 steps: 1 - Enter your application ID (and domain if required) and click "OK". An email will be sent. 2 - In the email is an active link 60 minutes and disposable. THE SAME MACHINE that that step 1 has been completed, click on the link. 3 - Re-enter your username to the application (and domain if required), then enter your new password and confirm it. Click on "Submit".' Below the yellow box is a section titled 'Recovery password' with a label 'Enter your application ID *' and an input field. A red arrow points from the text 'Enter the login ID to receive an email with new instructions' to the input field.

3

Enter the **login ID** to receive an email with new instructions in order to connect.

The Login ID is normally the initial of the name plus the last name

Note: the email will invite you to reset your password. After that, it would be possible to log in again with the password created

Create the IP proposal



The proposal is created in the **Call Preparation** space of the related organization. New spaces, if needed, and access rights will be granted by STAR support at starsupport@sesardeploymentmanager.eu

1 **Select the correct Call Preparation Space**

3 **Select view 10. "IPs in Call preparation 2022"**

The screenshot shows the Sesar Deployment Manager web interface. The browser address bar displays 'sesardm.one2team.com/saas' and 'sesardm.one2team.com/?logout=true'. The main navigation bar includes 'Call Preparation', 'Navigation history', and a search bar. Below this, there are tabs for 'DOCUMENTS', 'ACCESS MANAGEMENT', 'IP', and 'MORE'. The 'IP' tab is selected. On the left, there is a sidebar with 'My views' and 'Shared views'. Under 'My views', view 10, 'IPs in Call preparation 2022', is highlighted. A red arrow points from the 'New...' button in the top right corner to the 'New...' option in the dropdown menu.

2 **Select the IP tab**

4 **Click in New to add a new Proposal**

Create the IP proposal



- 1 Enter the **title** of the IP
- 2 CEF call year and **dates** included as default
- 3 Select yes or no
- 4 Elaboration phase **dates** included as default
- 5 Click on **Create**

Call Preparation

Navigation history: ... > test 2022 > IP > IP > 01. All IPs

DOCUMENTS ACCESS MANAGEMENT IP MORE

CREATE CANCEL

IP Creation

Title* Call 2022 IP example

CEF Call Year 2022

CEF Call Proposal state IP 1st round - Elaboration of proposal by OS

Call Eligibility Start Date 18/01/2023

Call Eligibility End Date 31/12/2027

Multi-Stakeholder Project No

Contractual start date

Contractual end date

SGA eligibility start date

SGA eligibility end date

IP Elaboration phase - Start date 29/09/2022

IP Elaboration Phase - End date 16/11/2022

Main AF

Main Sub AF

Create the IP proposal



The new IP is visible from **view number 10**

Call Preparation

Navigation history: ... > IP > 01. All IPs > IP > 10. IPs in Call preparation 2022

DOCUMENTS ACCESS MANAGEMENT IP MORE

Filter

My views

- IP
- 00. All my IPs (X)

Shared views

- IP
- 01. All IPs (0)
 - 1. All IPs Call 2014 - 0136 (0)
 - 2. All IPs Call 2015C1 - 0193 (0)
 - 3. All IPs Call 2015C2 - 0196 (0)
 - 4. All IPs Call 2015C3 - 0197 (0)
 - 5. All IPs Call 2016C1 - 0117 (0)
 - 6. All IPs Call 2016C2 - 0113 (0)
 - 7. All IPs Call 2017 Blending (0)
 - 8. All IPs Call 2017C1 - 0076 (0)
- 02. All My Threads (0)
- 03. Funding Budget and Costs consistency (0)
- 04. IPs Excluded (15)
- 05. Not CP1 compliance (0)
- 06. IP under Amendment (13)
- 07. EPR CP1 projects (0)
- 08. EPR Not CP1 projects (0)
- 09. IP ASR 2023 (0)
- 10. IPs in Call preparation 2022 (1)
- WA DGMOVE IP (11)

Group by

Reference number	Title
	Call 2022 IP example

Enter in the project by clicking on the IP title

ENAIRE Call Preparation

Navigation history: ... > 01. All IPs > IP > 10. IPs in Call preparation 2022 > Call 2022 IP example

DOCUMENTS ACCESS MANAGEMENT IP MORE

Back Title: Call 2022 IP example

IP overview IP additional information IP Restricted Info Comments on IP Proposal [1] Linked objects [0]

MODIFY

Reference number	
Title	Call 2022 IP example
Submit the IP	No
CEF Call Year	2022
CEF Call Proposal state	IP 1st round - Elaboration of proposal by OS
Candidate IP Proposal	No
SGA number	-
SGA Name & year	
Main AF	
Main Sub AF	
Main family	
Project description	-
IP Actors	
Multi-Stakeholder Project	No

A grayscale background image of an airport terminal. Silhouettes of people are visible in the foreground, and an airplane is seen flying through a large window in the background.

3. Content of the IP Proposal in STAR

IP overview tab



In the **IP overview tab**, **complete information** about the project must be provided.
The **list of fields** to be filled is listed and explained below:

- ✓ **Reference number:** IP identification, *not to be fill in by the IPP*
- ✓ **Title:** Implementation Project Title
- ✓ **Submit the IP:** yes/no. When the button is set to “yes” the IP is automatically locked. The submission status can only be modified by the SDM
- ✓ **Main Family:** SDP Family to which the Implementing Project is related
- ✓ **Project description:** Standardised technical description with the following structure (General Context, Specific Objectives, Expected Results and Performance Benefits). This description is part of the SGA Annex I.
- ✓ **Multi-Stakeholder Project:** yes/no
- ✓ **Airborne:**
- ✓ **Potential Impact on Military Stakeholders:** yes/no
- ✓ **Civil-military Coordination Effort:** Available information on coordination activities performed and the Point of Contact from Military stakeholders for this coordination.
- ✓ **Interdependencies:** projects reference number in other CEF calls linked with the IP.
- ✓ **Interdependency Impact:** yes/no
- ✓ **Interdependency details:** Rationale underpinning, such interdependencies, impact details (“Soft/Hard”), AF, Sub AF and Family and NM possible links.
- ✓ **Synchronization needs:** Yes/No. If the IP requires effort to coordinate or synchronize its implementation with other stakeholders’ categories or within the same category
- ✓ **Rationale:** Additional explanations and rationale concerning the envisaged synchronization needs.
- ✓ **Compliance Comment:** To be use only in case of non compliance with any of the SDP Families targeted

The screenshot shows the 'IP overview' tab in the Sesar Deployment Manager. The form contains the following fields and values:

- Reference number: [empty]
- Title*: Call 2022 IP example
- Submit the IP: No
- CEF Call Year: 2022
- CEF Call Proposal state: IP 1st round - Elaboration of proposal by OS
- Candidate IP Proposal: No
- SGA number: -
- SGA Name & year: -
- Main AF: -
- Main Sub AF: -
- Main family: [empty]
- Project description: [empty]
- IP Actors: [empty]
- Multi-Stakeholder Project: No
- Contractual start date: 18 Jan 23
- Contractual end date: 31 Dec 27
- Actual start date: [empty]
- Actual end date: [empty]
- Theoretical progress: 0.00%
- Declarative progress: 0.00%
- Difference btw declarative and theoretical progress: 0.00%
- Final Technical Completion Rate: 0.00%
- Airborne: [empty]
- Potential Impact on Military Stakeholders: Yes
- Civil-Military Coordination Effort: [empty]
- Interdependencies: [empty]
- Interdependency impact: -
- Interdependencies details: [empty]

IP additional information tab



In the **Additional Information tab**, complementary information about the project must be provided. The **list of fields** to be fill in is listed and explained below:

- ✓ **Work Breakdown Structure** : To upload a graphical representation of the Work-Breakdown structure
- ✓ **WBS Comments**: Comprehensive description of the project's structure, illustrating the breakdown of the project's tasks.
- ✓ **GANTT**: GANTT chart of the project with reference to the task level. Each task with the start/end date as well as dependencies among the tasks, deliverables and milestones.
- ✓ **GANTT comments**: Information concerning the timescale of the project.
- ✓ **Control Procedures and Quality Management During Implementation**: High-level description of the control procedures to be put in place at project level. Main features of the quality assurance plan and quality control system to be used during the implementation of the project.
- ✓ **Pending legal/administrative/technical issues**: Description of any problem or issue of a legal/administrative/technical/other nature which remain to be settled before activities can start (e.g. legal proceedings against the building permit, appeal against a contract award etc.). These issues should be linked to the risk management plan.
- ✓ **Public-private partnership**: Information of PPP set up for the execution of the Implementation project.
- ✓ **Call eligibility start/end date**: Start and end date of the Action
- ✓ **IP Elaboration phase start/end date**: Start and end date of the IP elaboration phase
- ✓ **Social and economic impact**: Description of the findings and results of the socio-economic analysis concerning the Implementation Project. Explanation of the hypotheses and parameters used for this analysis and description of the methodology used.
- ✓ **Impact of the Implementation Project on regional and / or local development and land use**: Description of the expected positive and/or negative impact of the Implementation Project on regional and/or local development, and land use. Positive and/or negative impacts on neighbouring regions.



*Remember to **save** after the changes*

IP additional information tab



- ✓ **Impact on competition:** Description of the expected positive and/or negative impacts of the Implementation Project on regional and national competition.
- ✓ **Approval of the Implementation Project:** Details of the approvals necessary to commence the Implementation Project and planned activities at governmental, regional, local level, including environmental approvals.
- ✓ **Political commitments to the Implementation Project:** Information on the political commitments regarding the implementation of the project (including cross-border commitments where relevant). List and brief description of all formal and informal documents demonstrating these political commitments. Going beyond the reference to the PCP Regulation and the Deployment Programme – such as decisions of Government, Parliament, or Regions, as well as Memorandums of understanding, written agreements, inclusion of the Implementation Project in National Master Plans or in sectorial strategies.
- ✓ **Public Consultation:** Description of public consultations (to be) carried out and the feedback received. Information on the plans to involve stakeholders throughout the Implementation Project.
- ✓ **Readiness / technical maturity of the Implementation Project:** For every activity, description about the precise state of preparation or implementation at the time of the submission of the application (e.g. Terms of Reference ready, tendered, contract signed, started, etc.), and how it will contribute to the subsequent physical implementation of a project. Description of possible dependencies on the results of any previous or ongoing feasibility or technical studies undertaken for the Implementation Project. For projects with high technological value (such as infrastructure crossing natural barriers, intelligent traffic management systems or aerospace initiatives), additional information on the foreseen technology and materials. If the Implementation Project has already started, status of the implementation of each ongoing activity.
- ✓ **Building Permits:** List of sections/parts of the Implementation Project, for which a separate building permit procedure must be obtained. Risk that already obtained permits can still be challenged (e.g. indicate deadlines of the possible appeal procedure)
- ✓ **Building permits documents:** Upload the related building permits document.
- ✓ **Impact of the Implementation Project on traffic management, congestion, modal split, inter-operability, service quality, safety and security:** Description of the expected positive and/or negative impact of the Implementation Project on traffic management, congestion, modal split, optimization of existing capacity, inter-operability, service quality, safety and security
- ✓ **Impact on the Environment:** Results and conclusions of any environmental assessment or study.
- ✓ **Feedback on Standards:** Feedback on applicable standards and regulations.
- ✓ **Supporting Stand/Reg Documents:** Upload any document in support of standards and regulation feedback.

Linked Objects tab



The **Linked Objects tab** includes a series of subtabs that allow the creation and further updated of **tasks, Gaps, Costs, Milestones and Deliverables, Risks**, etc. This tab is frequently used during the **execution phase**.

Navigation history: ... > 01. All IPs > IP > 10. IPs in Call preparation 2022 > Call 2022 IP example

DOCUMENTS ACCESS MANAGEMENT **IP** MORE ▾

Back Title: Call 2022 IP example

IP overview IP additional information IP Restricted Info Comments on IP Proposal **[1] Linked objects** [0] Contacts [0] Notifications

[0] Milestones/Deliverables [0] Discrepancies [0] Risks/Issues [0] Mitigation Actions [1] Tasks [0] IP ASR 16 Onwards [0] IP ASR 14-15 [0] Costs [0] Fundings [0] Perf. grid [0] Targeted Gaps

Add... Link... Remove [W] [X] Group by ▾

	Title	Planned start date	Actual start date	Planned completion date	Actual completion date	Status	Reached

For the IP Proposal only **Tasks, Milestones/Deliverables, Risks/Issues, Costs and Targeted Gaps** are needed.

Linked Objects - Tasks



The IP is organized and compounded by **Tasks**. Milestones/Deliverables and Costs are always linked to the project tasks.

The screenshot shows the Sesar IP management interface. At the top, there are tabs for 'IP overview', 'IP additional information', 'IP Restricted Info', 'Comments on IP Proposal', '[5] Linked objects', '[0] Contacts', and '[0] Notifications'. Below these are more tabs: '[0] Milestones/Deliverables', '[0] Discrepancies', '[0] Risks/Issues', '[0] Mitigation Actions', '[5] Tasks', '[0] IP ASR 16 Onwards', and '[0] IP ASR 14-'. The main area displays a table of tasks with columns for 'Task Label', 'Planned start date', 'Actual start date', and 'Planned end date'. The tasks listed are: Task 01 - Project management (18 Jan 23 to 31 Dec 25), Task 02 - FRA procedures (01 Feb 23 to 31 Dec 25), Task 03 - System definition and design (01 Feb 23 to 31 Dec 24), Task 04 - System implementation (01 Jan 24 to 31 Dec 25), and Task 05 - Training (01 Jun 25 to 31 Dec 25). A blue arrow points from Task 05 to a modal window. The modal has tabs for 'Task', 'Technical progress', 'Costs progress', '[1] Milestones/Deliverables', and '[1] Costs'. The 'Task' tab is active, showing details for Task 05 - Training, including its description 'ATCOs training', planned start date '01 Jun 25', and planned end date '31 Dec 25'. A red arrow points from the 'Milestones/Deliverables' and 'Costs' tabs in the modal to a text box on the left.

Task Label	Planned start date	Actual start date	Planned end date
Task 01 - Project management	18 Jan 23		31 Dec 25
Task 02 - FRA procedures	01 Feb 23		31 Dec 25
Task 03 - System definition and design	01 Feb 23		31 Dec 24
Task 04 - System implementation	01 Jan 24		31 Dec 25
Task 05 - Training	01 Jun 25		31 Dec 25

Milestones/Deliverables and Cost can only be created from the task

*In case the IP targets more than one SDP Gap, enter **one task per Gap***

The 1st task should be always "Project Management"

*For each Task provide **title**, **description** and **planned start and end date**.*

*All these items become **contractual values** listed in the **SGA** after the IP is awarded*



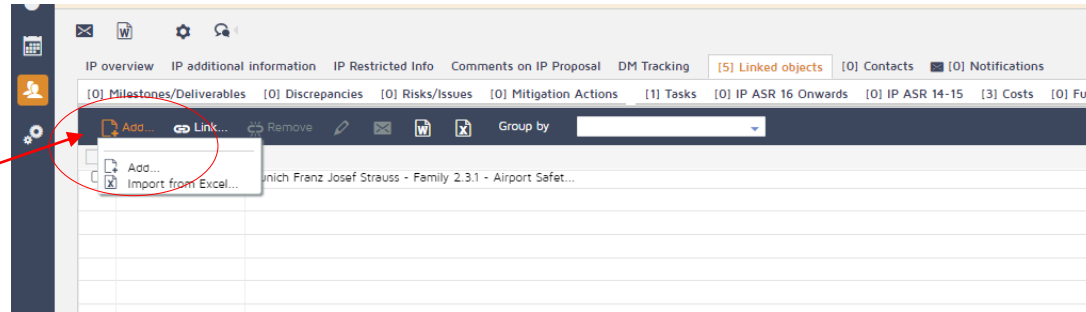
*For more information on how to create an update an object, please go to the **STAR Reference Manual***

Linked Objects – Targeted Gaps



The proposal must target, at least, one open **Gap**. The Gap is composed by the **SDF Family** and **geoscope**. For each selected Gap the **impacted stakeholder** and **service**, if applicable, must be defined.

Click add to include an SDP Gap



The **Gap**, **stakeholder impacted** and **service**, if applicable, must be defined

navigation history: ... > 4-Flight deployment in Italy 2019-2020 - Italy - Family 3... > adminis

AF SUB AF FAMILY IP TASKS DISCREPANCIES RISKS/ISSUES

CREATE CANCEL

Gap Coverage

IP-Gap* - ↻

Gap

Stakeholder Impacted* -

Service -

navigation history: ... > 4-Flight deployment in Italy 2019-2020 - Italy - Family 3... > adminis

SUB AF FAMILY IP TASKS DISCREPANCIES RISKS/ISSUES MITIGA

CANCEL

IP-Gap* - ↻

Gap - Germany - Family 5.4.1 - Me... (SDP 2021) ✕

Stakeholder Impacted* ANSP - Air Navigation Service Provider

Service STR - Airspace Structure Service

Geoscope

Deployment Milestones



DMs

The selected **SDP Family** targeted by the IP proposal, **stakeholder impacted** and **service** define the Deployment Milestones to be added. The **% of coverage** of each of them must be included by the IPP.

[12] Linked objects		
[2] Targeted Gaps		
Gap	Stakeholder Impacted	Service
Germany - Family 5.4.1 - Meteorological Information Exchange	AO - Airport Operator	AMS - Aerodrome Meteorological information
Germany - Family 5.4.1 - Meteorological Information Exchange	ANSP - Air Navigation Service Provider	AMS - Aerodrome Meteorological information

After the inclusion of the Gaps by the IPP and based on the gap, stakeholder impacted and service **the SDM will include the necessary SDP Deployment milestones**

[6] Milestones/Deliverables						
Title	Planned completion date	Family	Service	Stakeholder Impacted	Geoscope	Expected Coverage (%)
DM1 Determine and help define requirements for new aerodr...	30 Sep 24	Family 5.4.1 - Meteorological Information Exchange	AMS - Aerodrome Meteorological information Service	ANSP - Air Navigation Service Provider	Germany	0%
DM1 Determine and help define requirements for new aerodr...	31 Dec 24	Family 5.4.1 - Meteorological Information Exchange	AMS - Aerodrome Meteorological information Service	AO - Airport Operator	Germany	0%
DM2 Consume aerodrome MET information services	31 Dec 24	Family 5.4.1 - Meteorological Information Exchange	AMS - Aerodrome Meteorological information Service	AO - Airport Operator	Germany	0%
DM2 Consume aerodrome MET information services	31 Dec 24	Family 5.4.1 - Meteorological Information Exchange	AMS - Aerodrome Meteorological information Service	ANSP - Air Navigation Service Provider	Germany	0%
DM3 Operational use	31 Dec 24	Family 5.4.1 - Meteorological Information Exchange	AMS - Aerodrome Meteorological information Service	ANSP - Air Navigation Service Provider	Germany	0%
DM3 Operational use	31 Dec 24	Family 5.4.1 - Meteorological Information Exchange	AMS - Aerodrome Meteorological information Service	AO - Airport Operator	Germany	0%

Deployment Milestones



DMs

The IPPs must include in **each of the Deployment Milestones**, included by the SDM, the **Project Manager**, **Expected Coverage** and linked **Task**.

Milestone Documents [0] Notifications [0] ASR History MDs

MODIFY

Title DM1 Determine and help define requirements for new aerodrome MET information services

SGA Milestone N°

Project Manager

Expected Coverage (%) 0%

Detailed description -

M/D Locked from Modification No

Type Milestone

Stakeholder Impacted AO - Airport I

Family Family 5.4.1 -

Service AMS - Aerod

Geoscope Germany

Links

IP (for Monitoring Milestones)

Tasks

IP

Timing

Planned completion date 31 Dec 24

Actual completion date

The Project Manager is needed for possible communications during the IP execution

*The expected coverage of the MDs is used to calculate the **total Gap coverage***

*The **task** related with the DM and the targeted Gap must be added.*

*If the project targets **more than one Gap**, each **Task** must be related to **only one** of the selected Gaps*

Linked Objects – Milestones/Deliverables



Milestones and Deliverables can be included to ensure a better follow up of the project. It should be at least one item (milestone, deliverable or Deployment Milestone) expected to completed **every 6 months**.

Milestones and Deliverables must be created from the task by clicking in Add

*In the proposal **title**, **description** and **planned dates** must be provided.*

*Mandatory select the type: **milestone or deliverable***

The screenshot shows a task interface for 'Task 05 - Training'. The '1. To do' tab is selected. Below the task name, there are tabs for 'Task', 'Technical progress', 'Costs progress', and 'Milestones/Deliverables'. The 'Milestones/Deliverables' tab is active, showing a table with one entry: 'M5.1 Training documentation completed'. A red circle highlights the 'Add...' button in the toolbar above the table.

The screenshot shows the 'Milestone' creation form. The 'Title' field is filled with 'M5.1 Training documentation completed'. The 'Type' dropdown is set to 'Milestone'. The 'Detailed description' field is empty. The 'Status' dropdown is set to '1. To do (0%)'. The 'Planned completion date' is set to '01/05/2025'. The 'Actual completion date' is set to 'DD/MM/YYYY'. The 'Project Manager' is 'Palacios, Test Monica'. The 'Reached (Y/N)' is 'No'. The 'Links' section shows 'Task 05 - Training (ENAIRe Call Preparation)'. The 'Timing' section is empty.

Linked Objects – Risks



Some Risks shall be identified before the project start, based on a preliminary evaluation of potential elements of uncertainty/ complexity and externalities. During the **execution new risks or issues** can be added.

Back Title: Call 2022 IP example

IP overview IP additional information IP Restricted Info

[1] Milestones/Deliverables [0] Discrepancies [1] Risks/Issues

CREATE CANCEL

Risks

Identification code 09500 Title Procurement of new ATM-systems delayed due to technical or legal issues

Type* Risk

Identification code -00001

Title* Procurement of new ATM-systems delayed due to technical or legal issues

Description Procurement of new ATM-systems delayed due to technical or legal issues

Categories - impact on Procurement

IP reference number DP level risk No

Status Under mitigation

Discrepancy

Discrepancy ID Risk Impact Medium (Impact of moderate severity on successful IP)

Risk Probability Risk Probability 21% > 40%

Risk level

Always select the type **“Risk”**.
“Issues” are only included during the execution in case of non-compliance with the Action or regulation timeframe.

Back Title: Procurement of new ATM-systems delayed due to technical or legal issues

Risks [1] Mitigation Actions

CREATE CANCEL

Mitigation Actions

Reference number -1

Mitigation Action title* Early clarification of legal aspects.

Description Early clarification of legal aspects. Accuracy of call for tenders, bids, selection of suppliers, contracts a plan in case of change to requirements or timeframes. Evaluate possible changes of scope. Ensure close monitoring.

IP reference number Risk ID

Each **Risk** must have, at least, one **Mitigation Action**

Linked Objects – Costs



Each **cost line** is defined by the **task** it is linked to, **category**, **reporting period**, and **organization**. The costs can only be created from the task.

Navigation history: ... > 10. IPs in Call preparation 2022 > Test Cost Categories and Reoprtng

DOCUMENTS ACCESS MANAGEMENT IP MORE ▾

Back Task Label: Task 01 - Project Management 1. To do 2. In progress

Notify on Task... Mark '2. In progress' Mark '3. Closed' X Cancel

Task Technical progress Costs progress [0] Milestones/Deliverables [2] Costs [10] N

Add... Link... Remove

Add... Import from Excel...

Category* Direct/A. Personnel costs/A.4 SME owners and natural pers...
Reporting Period
Cost title* 0 Cost category
Task Task 01 - Project Management (Call Preparation) x
Task Number
Sub Activities (with no IP)
Organization*
Payment Beneficiary ID
Actual Beneficiary ID
FTE 0

Cost

Cost Type Direct
Planned Costs (€) 0
Actual cost is equal to zero No
Certified Cost Submitted 0.00

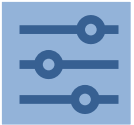
Cost Group HR Travel
Actual costs (€) 0
Updated Planned Costs (€) 0
Certified cost Submitted is equal to zero No

Cost **can only be created** from the task by clicking in Add

Category, reporting period and organization must be included.

The **planned cost** per task, category, reporting period and organization must be included in this phase

Linked Objects – Costs category



The costs **categories** for IPs under **CEF2** programme, and specifically for **Call 2022**, are **different** from the ones used in the previous Calls awarded under CEF1. The dropdown menu shows all the possible categories.

Navigation history: ... > IP > 10. IPs in Call preparation 2022 > Test Cost Category

DOCUMENTS ACCESS MANAGEMENT IP MORE ▾

CREATE CANCEL

Costs (HR) CEF2

Category* Direct/A. Personnel costs/A.4 SME owners and natural person beneficiaries

Reporting Period

Cost title* 0 Cost category Task 01 - Project Management

Task

Task Number

Sub Activities (with no IP)

Organization*

Payment Beneficiary ID

Actual Beneficiary ID

FTE

Costs (HR) CEF2 [0] Notifications [0] ASR History Costs

SAVE CANCEL

Category* Direct / Other cost

Reporting Period

Cost title*

Task

Task Number

Sub Activities (with no IP)

Organization*

Payment Beneficiary ID

Actual Beneficiary ID

FTE

- Direct / Other cost
- Direct / Proc. Invest. / Software cost
- Direct / Proc. Invest. / Hardware cost
- Indirect / Overhead cost
- Direct / Proc. Invest. / Other cost
- Direct/A. Personnel costs/A.4 SME owners and natural person beneficiaries
- Direct/B. Subcontracting costs
- Direct/A. Personnel costs/A.1 Employees
- Direct/C. Purchase costs/C.2 Equipment
- Direct/A. Personnel costs/A.3 Seconded persons
- Direct/A. Personnel costs/A.2 Natural persons under direct contract
- Direct/C. Purchase costs/C.1 Travel and subsistence
- Direct/C. Purchase costs/C.3 Other goods, works and services
- Direct/D. Other cost categories/D.1 Financial support to third parties
- Direct/D. Other cost categories/D.2 Studies
- Direct/D. Other cost categories/D.3 Synergetic elements
- Direct/D. Other cost categories/D.4 Work in outermost regions
- Indirect/E. Indirect costs

Dropdown menu with all the categories

List of categories for the IP proposals in Call 2022 in next slide

Linked Objects – Costs reporting period



CEF Call 2022 Action is divided in **three reporting periods**. The project costs must be referred to them, not to the calendar years as in previous Calls awarded under CEF1 programme.

Navigation history: ... > IP > 10. IPs in Call preparation 2022 > Test Cost Categories

DOCUMENTS ACCESS MANAGEMENT IP MORE ▾

CREATE CANCEL

Costs (HR) CEF2

Category* Direct/A. Personnel costs/4.4 SME owners and natural person beneficiaries

Reporting Period sesardm-sandbox.one2team.com

Cost title* 0 Cost category Task 01 - Project Management

Task Task 01 - Project Management

Task Number 01

Sub Activities (with no IP)

Organization*

Payment Beneficiary ID IPPB00067

Actual Beneficiary ID IPPB00067

FTE 0

CEP2 [0] Notifications [0] ASR History Costs

CANCEL

Category* Direct/A. Personnel costs/4.4 SME owners and natural person beneficiaries

Reporting Period perio

Cost title* 0 Cost category Task 01 - Project Management

Task Task 01 - Project Management

Task Number 01

Sub Activities (with no IP)

Organization*

Payment Beneficiary ID IPPB00067

Actual Beneficiary ID IPPB00067

FTE 0

1. Reporting Period (2023/2025) (Sesar Deployment Manager)

2. Reporting Period (2025/2027) (Sesar Deployment Manager)

3. Reporting Period (2027) (Sesar Deployment Manager)

To select the reporting period **type** at least **three letters** of the name “reporting period...” and the different options will appear

The **three reporting periods** are:

1. **Reporting period (2023/2025)**
from 17th Jan 2023 to 16th Jan 2025.
2. **Reporting period (2025/2027)**
from 17th Jan 2025 to 16th Jan 2027.
3. **Reporting period (2027)**
from 17th Jan 2027 to 31st Dec 2027.

Linked Objects – Costs organization



Each **cost line** is defined by the **task** it is linked to, **reporting period**, **organization** and **category**. The costs can only be created from the task.

Navigation history: ... > IP > 10. IPs in Call preparation 2022 > Test Cost Categories and Reporting Periods > Task 01 - Project Management

DOCUMENTS ACCESS MANAGEMENT IP MORE ▾

CREATE CANCEL

Costs (HR) CEF2

Category* Direct/A. Personnel costs/A.4 SME owners and natural person beneficiaries ▾

Reporting Period

Cost title* 0 Cost category ↻

Task Task 01 - Project Management

Task Number

Sub Activities (with no IP)

Organization*

Payment Beneficiary ID

Actual Beneficiary ID

FTE 0

Cost Type Direct ↻

Planned Costs (€) 0

Actual cost is equal to zero No ▾

Certified Cost Submitted 0.00

Costs (HR) CEF2 [0] Notifications [0] ASR History Costs

SAVE CANCEL

Category* Direct/A. Personnel costs/A.4 SME owners and natural person beneficiaries ▾

Reporting Period 1. Reporting Period (2023/2... (Sesar Deployment Manager) x

Cost title* 0 Cost category Task 01 - Project Management ↻

Task Task 01 - Project Management Call Preparation) x

Task Number 01 ↻

Sub Activities (with no IP)

Organization* Luf

Lufthansa Cargo AG, affiliated to Deutsche Lufthansa AG (Sesar Deployment Manager)

Luftfahrtverket, a state enterprise (Sesar Deployment Manager)

Lufthansa CityLine GmbH, affiliated to Deutsche Lufthansa AG (Sesar Deployment Manager)

Lufthansa Systems Poland Sp. z o.o., affiliated to Deutsche Luft... (Sesar Deployment Manager)

Lufthansa Systems GmbH & Co. KG, affiliated to Deutsche Lufthan... (Sesar Deployment Manager)

Eurowings Europe GmbH, affiliated to Deutsche Lufthansa Aktieng... (Sesar Deployment Manager)

AIR DOLOMITI S.p.A. Linee Aeree Regionali Europee, affiliated t... (Sesar Deployment Manager)

Brussels Airlines, affiliated to Deutsche Lufthansa Aktienges... (Sesar Deployment Manager)

Austrian Airlines AG, affiliated to Deutsche Lufthansa AG (Sesar Deployment Manager)

Eurowings GmbH, affiliated to Deutsche Lufthansa Aktiengesellsch... (Sesar Deployment Manager)

Deutsche Lufthansa Aktiengesellschaft (Sesar Deployment Manager)

Cost Type Direct

Planned Costs (€) 0

Actual cost is equal to zero No

To select the organization **type** at least **three letters** of the name and the different option will appear



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