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**QUALity aware Visualisation for the Global Earth Observation system of
systems**

**Deliverable D1.1
*Quality plan***

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1. Introduction

By means of a Quality Plan, GeoViQua aims to control the whole research and develop process and the creation of the corresponding deliverables, scientific papers and other materials elaborated within the project.

GeoViQua will ensure the release of deliverables and the achievement of the milestones in timely and complete bases.

The quality plan is based on the working plan described in the description of work and part B of the Annex I of the Grant agreement. The consortium agreement collects a set of measures to make sure that this work plan is followed.

2. Performance

The Quality Plan monitors the proper execution of the current timeline reported in the description of work.

Work package	Duration	year 1												year 2												year 3											
		M1	M2	M3	M4	M5	M6	M7	M8	M9	M10	M11	M12	M13	M14	M15	M16	M17	M18	M19	M20	M21	M22	M23	M24	M25	M26	M27	M28	M29	M30	M31	M32	M33	M34	M35	M36
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Due to the application of the Quality Plan, some inconsistencies between Milestones and Deliverables have been detected and are going to be amended.

The coordinator (CREAF) has set up a calendar that will alert the partners involved in the activities tasks and activities defined about start and end dates. Email alerts will be send to the correspondent WP leader about this. Also deliverable responsible will be alerted 1 month before the delivery deadline. The alert will consist in a deliverable template with a cover page and a document control page that will state at least, the dissemination levels, nature actions required and requested deadline.

3. Responsibility of the WP leader

The Work Package Leaders shall be responsible for the day-to-day management of all tasks within their Work Package (WP), the organization of work within that WP and for the timely solution of any problems that may arise.

If any problem is detected and can not be solved a reasonable time it has to be reported it to the PMB in an ordinary meeting. In extreme cases a WP leader can request the coordinator to set up an PMB extraordinary meeting.

4. Internal reporting

The Consortium Agreement clause 4.4 says:

"For the proper management of the Project and of the Community contribution, the Party shall supply the Project Management Board with format Progress Reports every three months, highlighting any significant information, fact, problem or delay likely to affect the Project. These reports will be presented to the Project Technical Board each six months."

The coordinator has provided the partners with a report template and the partners will upload the reports on the internal twiki. Eventually the EC can request the access to these reports for general evaluation of the project performance.

5. Internal quality mechanisms

Currently the Project Management Board (PMB) is fully functional. It is the supervisory body for the execution of the project which will report from the Consortium and will be accountable to the PTB.

The Consortium Agreement clause 6.4.2 says that the PMB is responsible for:

- (e) Approve deliverables and reports to the European Commission
- (f) Clarify each Party's responsibility and work load for the various Work Packages.
- (h) Propose on the plan for using and disseminating foreground,
- (i) Risk detection and mitigation strategies and countermeasures.
- (j) Changes to Annex I the EC-GA that affect one Work package

The Consortium Agreement clause 6.4.3 says "Ordinary meeting will take place each 3 month".

This means that each 3 month the PMB will review the progress reports and ensure the correct timing of the project. In the case that misinterpretations or question are detected the PMB will clarify each Party's responsibility and work load for the various Work Packages. If some deviation from the plan is detected it will evaluate and if it is appropriate, changes in the Work Plan will be introduced. If some risk on the timing or quality of the job is detected mitigation strategies and countermeasures will be considered. In extreme cases PMB can recommend to the PTB to nominate a new WP leader or even consider a party as defaulting party.

The Project Technical Board (PTB): the ultimate decision making body of the Consortium. It is also a supervision body for the quality of the job done.

The Consortium Agreement clause 6.5.2 says that the PTB is responsible for:

- (a) Ensuring that all work meets functional requirements,
- (b) Providing strategic technical, financial or exploitation and dissemination guidance
- (g) Appointment of Work Package leaders
- (i) Withdrawal of a Party from the Consortium and the approval of the settlement on the conditions of the withdrawal
- (j) Declaration of a Party to be a Defaulting Party
- (k) Remedies to be performed by a Defaulting Party
- (l) Termination of a Defaulting Party's participation in the Consortium and measures relating thereto

The Consortium Agreement clause 6.5.3 says "The Project Technical Board shall meet every six months".

This means that each 6 month the PTB will review the scientific work and how it meets with the technical requirements. It will try to detect problems and will advice the PMB to take action. If it does not take enough effect, PTB can decide to nominate a new work package leader or even declare a defaulting party.

A Project Advisory Board (PAB): provides expert input to the project from external stakeholders and users. When the PMB considers that external consultation is needed, it can request for guidance from the Project Advisory Board to the Project Technical Board.

6. Align with other initiatives.

The project quality will also be guarantee due to the relation with other FP7 projects such as EGIDA and EUROGEOSS because the project share some common interests has been detected. Also collaboration with other groups working on quality indicators and like QA4EO and ESIP IQ cluster and with interoperability initiatives like AIP and even OWS are expected. This is an important asset for the project but it can affect the time planning because this other initiatives have their on time planning. The way this collaboration will take place will be discussed in the PTB but the PMB will take into consideration the necessary adjustments in GeoViQua to align to others when needed.

GeoViQua currently participates, as well, on the Science and Technology Committee and in Architecture and Data Committee from GEOSS. The agenda of the relevant tacks the GEO committees can also impact in GeoViQua internal agenda. Currently it is not possible to estimate the impact of these committees in the project today because .the whole GEO committee's structure will be rearranged by the end of 2011 (as a result of the application of the new GEO work plan currently on discussion). GeoViQua relation will the new structure will continue or even be reinforced in the new GEO governance structure.

In any case, the relation of the GeoViQua project with all this initiatives reinforces the quality in the proper working of the project.

An activity that will be directly impacted by agendas adjustments and alignments will be the GEO label. One of the main tasks of GeoViQua is the elaboration of a spatial quality measure and identification by means of a GEOLabel stating/certifying the quality of the data. This activity interacts with EGIDA, ST-09-02 task an STC agendas. Nevertheless collaboration to establish a GeoLabel ensures the proper performance of this GeoViQua main task.