

HACID - Deliverable

Quality Assessment Report

Year 2

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¹ The following codes are admitted:

- R: Document, report (excluding the periodic and final reports)
- DEM: Demonstrator, pilot, prototype, plan designs
- DEC: Websites, patents filing, press & media actions, videos, etc.
- DATA: Data sets, microdata, etc.
- DMP: Data management plan
- ETHICS: Deliverables related to ethics issues.
- SECURITY: Deliverables related to security issues
- OTHER: Software, technical diagram, algorithms, models, etc.

² The following codes are admitted:

- PU – Public, fully open, e.g. web (Deliverables flagged as public will be automatically published in CORDIS project's page)
- SEN – Sensitive, limited under the conditions of the Grant Agreement
- Classified R-UE/EU-R – EU RESTRICTED under the Commission Decision No2015/444
- Classified C-UE/EU-C – EU CONFIDENTIAL under the Commission Decision No2015/444
- Classified S-UE/EU-S – EU SECRET under the Commission Decision No2015/444

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Table of content

Document History	2
Table of content	3
1. Introduction	4
2. Findings, Recommendations and Actions	4
2.1. Period M12 - M16	4
2.2. Period M16 - M20	5
2.3. Period M20 - M24	6
3. Risk Management	7
4. Conclusions	10
Annexes	10

1. Introduction

This document reports on the quality assessment processes and outcomes conducted during the second year of the HACID project, i.e., from September the 1st, 2023 to August the 31st, 2024. The quality control processes have been defined in the Quality Management Plan (QMP, Deliverable D1.5). The report follows the same methodology introduced in the Quality Assessment Report of the first year (Deliverable D1.6, and its updated version) following the recommendations received after the mid-term project review. First, we discuss the activities performed for quality review during the periodic assessments, and the corresponding findings, recommendations and actions. Then, we provide a risk management report (see [Section 3](#)), in which old and newly identified risks are discussed along with planned contingency measures.

2. Findings, Recommendations and Actions

During the second year, quality assessment was conducted every four months, involving all WP leaders in reviewing the activities performed in their respective work packages. Following the review of the activities, a cross-project evaluation is conducted by CNR in order to identify recurring problems and make recommendations for corrective actions.

In the second year, there have been several consortium meetings and associated GAs. The consortium met physically in Bologna in November 2023, while online consortium meetings took place on September the 18th, 2023 and on April the 11th, 2024. Since May 2024, the project transitioned from this period meeting cadence to a monthly consortium meeting, and associated GAs if necessary.

2.1. Period M12 - M16

Finding 1: Delays

According to the M16 Quality Assessment Checklist (see Annex I), although many project activities developed as expected there were some delays across several WPs, particularly in the technical work packages (WP2, WP3 and WP4). These delays impact the development of methods to support the experimentation and demonstration activities, and also the case studies. In WP6, the delays accumulated during the first year have been caught up, but data gathering activities showed lower engagement than expected from the user base. In WP7, the development of the DSS prototype has been delayed due to administrative issues at CNR. The DSS prototype is developed by integrating the technologies from WP2, WP3 and WP4 into a web application, whose development has been outsourced. However, the outsourcing contract, which was expected to be finalised by March 2024, has been blocked due to administration issues at CNR. At M16, the situation was expected to get cleared in May 2024 (e.g., M17), with an expectation to finalise the outsourcing contract in June 2024. Overall, these delays significantly affected the project schedule.

Recommendation: The recommendation for all WP leaders is to increase effort to catch up with the accumulated delays within each WP, giving priority and possibly replanning those activities that have an important impact over other WPs, as for the project work plan.

Finding 2: Cross-project communication

A second issue emerging from the quality assessment is that communication among

partners is not always optimal, requiring excessive effort to coordinate activities. Some problems derive from the multidisciplinary aspects of the project, which require continuous alignment of terminology and therefore an increased effort. Other problems derive from long response times from partners, which affected the ability to gather feedback or deploy experiments efficiently. This issue was already recognised in the previous period (see D1.6) with the recommendation to increase the frequency of bilateral meetings. However, this did not completely resolve the problem.

Recommendation: To improve communication, the recommendation to all partners is to increase attention to the requests from other partners in order to avoid delaying any activity. It was also decided to set up a lean communication channel to improve the interactions among partners, and Slack was chosen as it was the method already used by both Human Dx EU and Nesta. We will monitor the efficacy of this solution to improve the efficiency of communication.

Review of previous actions

Finally, with respect to the previous period, the issue recognised about documenting changes in scope and timeline of the project activities has been sufficiently addressed thanks to shared planning documents that helped to keep track of variations to the work plan.

2.2. Period M16 - M20

The period between January and April 2024 led to the M20 quality assessment (see Annex II).

Finding 1: Ongoing delays

During this period, despite the effort from the whole consortium, the issue concerning accumulated delays persisted. This was partly because the preparation of the review meeting took additional efforts from management. Hence, at the end of the period, there are still significant delays project-wide. As the project progresses, the delays are having cascading effects on dependent tasks. For instance, activities in WP5 are dependent on the delivery of system components and prototypes from technical WPs, and delays in the latter prevent action in the former.

Recommendation: The recommendation for the following period is to pay attention to dependencies cross project in order to identify critical paths that need particular attention. It has been decided that Nesta runs the dependency mapping activities, while CNR analyses and proposes actions to take.

Finding 2: Risk management

It has been recognised that risk management is not always performed in a timely manner, by identifying new risks and proposing contingency measures.

Recommendation: The recommendation for the following period is to perform a systematic activity for the identification of risks related to individual WPs and to cross-WP dependencies. CNR will follow up the dependency mapping activity to identify new risks and propose contingency measures, to be validated by the GA.

Finding 3: Cross-project communication

For what concerns communication, an overall improvement was recognised thanks to the introduction of the Slack channel. Interaction became smoother and more timely. However,

not all interactions go through Slack, and those activities that require close cooperation still require further efforts to streamline communication and coordination.

Recommendation: The recommendation is to increase the coordination and the integration of activities performed by different partners through the identification of “mini-projects”, that is, collaborative efforts for the deployment of specific activities or project components. By formalising mini-projects and assigning them to small teams, we hope to increase the engagement and the coordination among partners. The following mini-projects have been defined thus far:

- Participatory AI activities for supporting the development of the CS prototype (Nesta, MetOffice, CNR)
- Participatory AI activities for supporting the MD experimentation (Nesta, Human Dx)
- KG Embeddings for medical diagnostics (CNR, MPG, Human Dx)
- Development of the CS DKG (CNR, MetOffice)
- Aggregation algorithms for collective intelligence (MPG, CNR)

Each mini-project organises weekly meetings until the delivery of the outputs, to ensure close coordination. Other mini-project will be added when needed.

2.3. Period M20 - M24

The period between May and August 2024 led to the M24 quality assessment (see Annex III). This period immediately followed the mid-term review, during which recommendations obtained by the project reviewers have been analysed and included in the quality management process. The most relevant recommendation concerns the definition of an additional interim review, to be performed around M30, during which to demonstrate the progress with the development of prototypes for the HACID DSS. Several other recommendations have been produced, and a plan to react to each recommendation has been developed.

Review of previous actions:

- 1) *Dependency mapping:* Following the recommendations from the previous period, a project-wide dependency mapping activity has been performed, highlighting the critical paths that should be monitored. For the medical diagnostics case study, the critical paths go through the integration of features within the Human Dx platform to support experimentation in the next months. Also, the recruitment of a sufficient number of experts represent a critical issue that must be attentively monitored to ensure success. For the climate service domain, there are two activity tracks that are critical. The one deals with the development of the DKG, which is delayed with respect to the original plan, and still requires relevant activities. The other is linked to the development of the project prototype, which has been blocked due to administrative issues at CNR. The admin delays continued until the end of June 2024 (with two additional months of delay), and only in July the procedure for finalising the contract could start again. Now the administrative issues have been solved and the outsourcing contract is being issued, allowing the start of development activities in September 2024. As a consequence, the activities for the development of the integrated prototype are delayed (now expected for M30) and the dependent experimentation is also impacted. It has been decided to prioritise the development of a demonstration to support evaluation and validation between M30 and M36, independently from the experimentation foreseen within WP4.

- 2) *Risk analysis*: Following the dependency mapping, a risk analysis has been performed identifying the most relevant risks to be faced in the forthcoming periods. Related to the analysis of the dependency mapping provided above, risks about completion of the DSS prototypes and delays related to the experimentation have been highlighted. The updated risk management plan is provided in [Section 3](#).
- 3) *Cross-project communication*: The communication and interaction issues among the partners have been substantially solved. However, it is necessary to maintain the high level of coordination shown so far throughout the remaining periods, as not to lose momentum.

Finding: Ongoing delays

The quality assessment activity during this period has highlighted the presence of delays, in line with the analysis of the previous periods. The dependency mapping activity and the increased effort on the critical paths are expected to solve the most pressing issues.

Recommendation: The recommendation is to continue with monitoring and mapping dependencies, and to apply the planned contingency measures where relevant. Also, considering possible modifications of activities, attention should be paid to document progress in a more systematic way. Nevertheless, during the next GA in September 2024, the consortium should decide whether or not to issue a request for extension of the project by about six months.

3. Risk Management

The quality assessment activities include the management of risks the project may incur. This corresponds to evaluating the existence of precedently identified risks and the appropriateness of the mitigation and contingency measures identified, as well as the identification of new risks. During the second year, additional risks have been included (Risk 8 to Risk 14). The assessment of the previously identified and new risks is provided below.

Risk 1. Difficulty in aligning top-down and bottom-up generated KGs into the DKG (WP2)

Priority: Risk closed

Risk 2. The DKG for climate services is delayed posing at risk experimentation and demonstration (WP2, WP3, WP4, WP7).

Contingency measure: Limit the scope to climate models to speed up deployment. Use only the top-down components.

M24 Assessment: the DKG is not yet completed and validated. However, the climate science model is finalised, and has been used for initial participatory AI activities. We have evaluated that it is worth continuing developing a richer ontology for climate services, as there is no similar tool available, notwithstanding the delay. The DKG development should be finished by M27 and validated by M30.

Priority: Medium

Risk 3. Dynamic concept network representations in the dashboard is confusing to users (WP3)

Contingency measure: Switch to static hyperlinked descriptive text.

M24 Assessment: User research has highlighted the advantages of visualising the KG as a concept map, despite the risk of cluttering within visuals. Methods to provide aggregated information are being developed.

Priority: Risk closed

Risk 4. Low participation in experiments using live social interaction due to timing constraints (WP4)

Contingency measure: Extend experiment duration and switch to asynchronous communication (e.g., forum-like).

M24 Assessment: The development of an interactive functionality within the Human Dx platform will offer a chat-based asynchronous interaction to users, so that cases would be solved over a longer time period. A similar functionality is going to be implemented in the CS prototype. The participation of users is therefore not bound to the experimental constraints.

Priority: Risk closed

Risk 5. Evaluation ratings from experts in settings without ground-truth is not sufficiently discriminatory (WP5)

Contingency measure: Introduce additional rating dimensions (e.g., explainability or trust). Evaluate trade-offs in a multiobjective space.

M24 Assessment: This risk applies to activities taking place mostly in the third year.

Priority: Medium

Risk 6. Demonstration inside the Human Dx platform too costly (WP6)

Contingency measure: Implement demonstration in the high-fi prototype

M24 Assessment: The different methods planned for the HACID-DSS for medical diagnostics (e.g., following the concepts emerged from the user research) are going to be implemented within the Human Dx platform.

Priority: Risk closed

Risk 7. Difficulty in recruiting sufficiently large and diverse set of experts for climate service (WP4 WP7)

Contingency measures: Expand the pool towards graduate and post-graduate students in climate science (and use a smaller pool of engaged experts to elicit gold-standard answers, see also Risk 5). Design more light-touch activities and coincide engagement with existing events within the relevant expert community.

M24 Assessment: This risk applies to activities taking place mostly in the third year. Recruitment for participatory AI through direct invitations showed that people are interested, but the response was not always as large as expected. We are actively preparing for recruiting a sufficient number of experts for experiments and demonstrations, as well as to apply contingency measures as soon as needed.

Priority: High

Risk 8. Concurrent deployment of the components for experimentation in the Human Dx platform does not give sufficient time for the two planned experimentation sessions.

Contingency measure: Replan the development and deployment phases in order to give sufficient time for running the first experiment before launching the second.

M24 Assessment: the planning needs to be developed as early as possible (September 2024) in order to prepare for the experiments.

Priority: Medium

Risk 9. Insufficient number of solvers for analyses in the medical diagnostics domain.

Contingency measure: Promote cases in the user feeds more often, incentivise participation.

M24 Assessment: There has been evidence that HACID cases are not visible to users. Promotion of cases in the user feed has enhanced participation, however this measure may not be sufficient when the required number of solvers is high. In the light of the previous experience, it is necessary to plan the usage of incentives before

the start of new experiments in order to have a coherent protocol.

Priority: **Medium**

Risk 10. Definition of methods exploited within the medical diagnostics use case do not generalise to the climate service use case.

Contingency measure: perform an early assessment of the generalisation ability of methods. Deploy specific methods for climate services.

M24 Assessment: This risk derives from the fact that most of the experimental work so far has been performed within the medical diagnostics use case, while the prototype for climate services was under development.

Priority: **High**

Risk 11. The UKCP chatbot developed within the climate service case study is not sufficiently integrated into the HACID DSS.

Contingency measure: Plan usage of the UKCP chatbot as an alternative DSS and compare the trustworthiness between the AI-based and Hybrid CI approaches

M24 Assessment: Without sufficient integration, the work could be seen as an ancillary component that does not contribute to the project goal.

Priority: **Medium**

Risk 12. Uncertain outcome of automatic information extraction methods based on RAG for populating the DKG for climate services.

Contingency measure: Limit DKG to data that can be directly scraped from the web. Use manual insertion when data is not sufficient.

M24 Assessment: While methods are being tested for medical diagnostics, it is unclear how they will generalise to climate services, for a number of reasons. Primarily, the climate service domain is much less developed than the medical domain, and therefore the LLMs may find difficulties in generating structured information for concepts that are not well defined/understood.

Priority: **High**

Risk 13. Off-the-shelf LLM models (e.g., for generating embeddings) are not sufficiently accurate for climate services.

Contingency measure: Perform model fine-tuning exploiting resources provided by Met Office. Exploit methods that do not rely on LLMs.

M24 Assessment: This risk applies to those methods like entity linking that exploit available LLM models, which are plentiful in the medical diagnostics domain. As soon as tailored models are not available, it is necessary to resort to general-purpose models which however may produce lower quality output. Hence, fine-tuning could be the only solution for usage of LLMs, but is also resource demanding. Depending on the feasibility and accuracy of (fine-tuned) LLMs, we will need to also evaluate other technologies that do not rely on LLMs.

Priority: **High**

Risk 14. Delay in prototype development and integration can impact demo and experimentation.

Contingency measure: Move resources towards integration of components. Request for extension of the project duration.

M24 Assessment: This risk requires attentive monitoring in order to predict possible delays as soon as possible. Currently, deployment is planned for M30 (February 2025).

Priority: **High**

4. Conclusions

The second-year quality assessment exercise revealed that some measures lead to the expected results, while further action is necessary to catch-up with delays. The dependency mapping and risk management highlighted critical paths that require close monitoring. It is recommended to run the quality assessment with higher attention, having a risk assessment more frequently than before (e.g., every two months).

Annexes

In the following pages, the Quality Review Checklist for M16, M20 and M24 are provided.

Annex I - M16 Quality Assessment Checklist

Project Quality Review	
Project Name:	HACID
Project Coordinator:	Vito Trianni
Review Date:	31/12/2023
Overall Score:	94%

WP	Score	% Quality Compliance	Included?
WP1	220	100.00%	Yes
WP2	238	95.00%	Yes
WP3	220	95.65%	Yes
WP4	208	90.22%	Yes
WP5	223	96.74%	Yes
WP6	213	92.39%	Yes
WP7	230	92.00%	Yes
WP8	213	92.39%	Yes

Area	Average Score	Average % Quality Compliance	Included?
Scope	42.19	96.88%	Yes
Schedule	42.81	85.63%	Yes
Cost	23.75	100.00%	Yes
Quality	29.69	98.96%	Yes
Risk	36.88	98.18%	Yes
Communication	45.00	94.58%	Yes

Overall key assessment	
<60%	Critical /significant issues or major process non-compliance.
60% < ... < 90%	Unless immediate action is taken, project may become red.
>90%	No significant non-compliance foreseeable at this time.

Scoring legend		
No	Nothing done or no answer	0
Not much	Something done, but very limited	2.5
Partially	Some work done, but not to the required/expected level.	5
To a great extent	Most work done, requires little more effort	7.5
Yes	Work done according to program	10
N/A	This check is not applicable to this project.	-



ID	Findings	Impact	Recommendation	Action Details (effort & responsible)
1	There are delays in several activities which are cumulating through time. This is having impacts also on WPs that are not intrinsically delayed due to dependencies	The project schedule is being affected significantly	Catch up with the delay as much as possible. Replan across WPs where needed especially where dependencies are important.	WP leader should consider replanning and reprioritizing activities.
2	Communication is not always optimal. Request sent by email are not always fulfilled in a timely manner, requiring multiple reminders.	Frustration from activity coordinators, cumulation of delays.	All partners should raise attention about timely and effective communication. Set up a messaging system (e.g. Discord) for more rapid interaction.	PIs raise attention to communication issues. GA discusses the possibility of setting up a Discord or Slack channel for the project communication.
3				
4				
5				
6				
7				
8				
9				
10				

WP1		Quality Compliance			
		Answer	Score	Percentage	Comments
Scope		1	40	100.0%	
1	Are Tasks description up-to-date with the project requirements?	Yes	10		
2	Are the identified Deliverables in line with the project development?	Yes	10		
3	Are tasks and deliverables descriptions documented?	Yes	10		
4	Are KPIs clearly identified and in line with project development?	Yes	10		
5	Are changes with respect to the project plan (if any) sufficiently documented?	N/A	-		
Schedule		0	50	100.0%	
6	Is there an approved schedule for activities within single tasks?	Yes	10		
7	Are dependencies with external activities being respected?	Yes	10		
8	Are the tasks/activities duration estimation appropriate to this time?	Yes	10		
9	Are tasks status / % of completion being tracked and documented?	Yes	10		
10	Is the resource allocation appropriate?	Yes	10		
Cost		1	20	100.0%	
11	Are all costs and resources in line with the proposal?	Yes	10		
12	Are all costs related to the planned activities within each task correctly estimated?	Yes	10		
13	Are changes with respect to the project plan (if any) sufficiently documented?	N/A	-		
Quality		0	30	100.0%	
14	Is there a quality control methodology for Deliverables in place?	Yes	10		
15	Are outputs correctly maintained in a project repository?	Yes	10		
16	Have corrective actions been taken when required?	Yes	10		
Risk		1	30	100.0%	
17	Have new risks been identified and contingency measures planned?	N/A	-		
18	Are known risks continuously monitored?	Yes	10		
19	Are contingency measures for known risks continuously validated for applicability?	Yes	10		
20	Are risk mitigation plans being carried out?	Yes	10		
Communication		0	50	100.0%	
21	Is communication between partners involved in the WP satisfactory?	Yes	10		
22	Are there regular meetings for core WP activities?	Yes	10		
23	Is communication with partners involved in related WPs satisfactory?	Yes	10		
24	Do meetings and reports follow the planned frequency?	Yes	10		
25	Are meeting minutes distributed after meetings?	Yes	10		
		3	220	100.0%	

WP2		Quality Compliance			
		Answer	Score	Percentage	Comments
Scope		0	50	100.0%	
1	Are Tasks description up-to-date with the project requirements?	Yes	10		
2	Are the identified Deliverables in line with the project development?	Yes	10		
3	Are tasks and deliverables descriptions documented?	Yes	10		
4	Are KPIs clearly identified and in line with project development?	Yes	10		
5	Are changes with respect to the project plan (if any) sufficiently documented?	Yes	10		
Schedule		0	40	80.0%	
6	Is there an approved schedule for activities within single tasks?	Yes	10		
7	Are dependencies with external activities being respected?	Partially	5		The construction of the domain knowledge graphs for medical diagnostics and climate services is a bit delayed.
8	Are the tasks/activities duration estimation appropriate to this time?	Partially	5		
9	Are tasks status / % of completion being tracked and documented?	Yes	10		
10	Is the resource allocation appropriate?	Yes	10		
Cost		0	30	100.0%	
11	Are all costs and resources in line with the proposal?	Yes	10		
12	Are all costs related to the planned activities within each task correctly estimated?	Yes	10		
13	Are changes with respect to the project plan (if any) sufficiently documented?	Yes	10		
Quality		0	30	100.0%	
14	Is there a quality control methodology for Deliverables in place?	Yes	10		
15	Are outputs correctly maintained in a project repository?	Yes	10		
16	Have corrective actions been taken when required?	Yes	10		
Risk		0	40	100.0%	
17	Have new risks been identified and contingency measures planned?	Yes	10		
18	Are known risks continuously monitored?	Yes	10		
19	Are contingency measures for known risks continuously validated for applicability?	Yes	10		
20	Are risk mitigation plans being carried out?	Yes	10		
Communication		0	47.5	95.0%	
21	Is communication between partners involved in the WP satisfactory?	To a great extent	7.5		Terminological differences need to be addressed in order to share a common understanding over the domains. This was particularly relevant for the design of the ontology network part of the domain knowledge graph.
22	Are there regular meetings for core WP activities?	Yes	10		
23	Is communication with partners involved in related WPs satisfactory?	Yes	10		
24	Do meetings and reports follow the planned frequency?	Yes	10		
25	Are meeting minutes distributed after meetings?	Yes	10		
		0	237.5	95.0%	

WP3		Quality Compliance			
		Answer	Score	Percentage	Comments
Scope		1	40	100.0%	
1	Are Tasks description up-to-date with the project requiremens?	Yes	10		
2	Are the identified Deliverables in line with the project development?	Yes	10		
3	Are tasks and deliverables descriptions documented?	Yes	10		
4	Are KPIs clearly identified and in line with project development?	Yes	10		
5	Are changes with respect to the project plan (if any) sufficiently documented?	N/A	-		
Schedule		0	40	80.0%	
6	Is there an approved schedule for activities within single tasks?	Yes	10		
7	Are dependencies with external activities being respected?	Partially	5		There are delays in both the dashboard and the production of methodologies for CKG generation. This will have an impact on the activities in other WPs in the forthcoming months. While methods are identified, there is still uncertainty on the time required for deploymnet.
8	Are the tasks/activities duration estimation appropriate to this time?	Partially	5		
9	Are tasks status / % of completion being tracked and documented?	Yes	10		
10	Is the resource allocation appropriate?	Yes	10		
Cost		1	20	100.0%	
11	Are all costs and resrouces in line with the proposal?	Yes	10		
12	Are all costs related to the planned activites within each task correctly estimated?	Yes	10		
13	Are changes with respect to the project plan (if any) sufficiently documented?	N/A	-		
Quality		0	30	100.0%	
14	Is there a quality control methodology for Deliverables in place?	Yes	10		
15	Are outputs correctly maintained in a project repository?	Yes	10		
16	Have corrective actions been taken when required?	Yes	10		
Risk		0	40	100.0%	
17	Have new risks been identified and contingency measures planned?	Yes	10		
18	Are known risks continuously monitored?	Yes	10		
19	Are contingency measures for known risks continuously validated for applicability?	Yes	10		
20	Are risk mitigation plans being carried out?	Yes	10		
Communication		0	50	100.0%	
21	Is communication between partners involved in the WP satisfactory?	Yes	10		
22	Are there regular meetings for core WP activities?	Yes	10		
23	Is communication with partners involved in related WPs satisfactory?	Yes	10		
24	Do meetings and reports follow the planned frequency?	Yes	10		
25	Are meeting minutes distributed after meetings?	Yes	10		
		2	220	95.7%	

WP4		Quality Compliance			
		Answer	Score	Percentage	Comments
Scope		0	40	100.0%	
1	Are Tasks description up-to-date with the project requirements?	Yes	10		
2	Are the identified Deliverables in line with the project development?	Yes	10		
3	Are tasks and deliverables descriptions documented?	Yes	10		
4	Are KPIs clearly identified and in line with project development?	Yes	10		
5	Are changes with respect to the project plan (if any) sufficiently documented?	Yes	10		Have decided to capitalize on the fast development of LLMs and their potential of providing accurate diagnoses. These discussions have been documented.
Schedule		0	45	90.0%	
6	Is there an approved schedule for activities within single tasks?	Yes	10		
7	Are dependencies with external activities being respected?	To a great extent	7.5		The planning of the experiments and the delivery of new data has gone a bit slower than anticipated.
8	Are the tasks/activities duration estimation appropriate to this time?	To a great extent	7.5		
9	Are tasks status / % of completion being tracked and documented?	Yes	10		
10	Is the resource allocation appropriate?	Yes	10		
Cost		1	20	100.0%	
11	Are all costs and resources in line with the proposal?	Yes	10		
12	Are all costs related to the planned activities within each task correctly estimated?	Yes	10		
13	Are changes with respect to the project plan (if any) sufficiently documented?	N/A	-		
Quality		0	30	100.0%	
14	Is there a quality control methodology for Deliverables in place?	Yes	10		
15	Are outputs correctly maintained in a project repository?	Yes	10		
16	Have corrective actions been taken when required?	Yes	10		
Risk		1	27.5	91.7%	
17	Have new risks been identified and contingency measures planned?	To a great extent	7.5		Running platforms on HDX more complicated than anticipated. Unclear how quickly new data can be collected.
18	Are known risks continuously monitored?	Yes	10		
19	Are contingency measures for known risks continuously validated for applicability?	Yes	10		
20	Are risk mitigation plans being carried out?	N/A	-		
Communication		0	45	90.0%	
21	Is communication between partners involved in the WP satisfactory?	Partially	5		It has been more challenging than expected to get the experiments on HDX off the ground.
22	Are there regular meetings for core WP activities?	Yes	10		
23	Is communication with partners involved in related WPs satisfactory?	Yes	10		
24	Do meetings and reports follow the planned frequency?	Yes	10		
25	Are meeting minutes distributed after meetings?	Yes	10		
		2	207.5	90.2%	

WP5		Quality Compliance			
		Answer	Score	Percentage	Comments
Scope		0	47.5	95.0%	
1	Are Tasks description up-to-date with the project requiremens?	To a great extent	7.5		We decided not to conduct a "systematic" review of participatory AI as a recent review of PAI was already published by Delgado et al. Our review will be more focussed on specific types of interventions that the consortium has chosen to explore. It will take the form of a rapid literature review, case study analysis or targetted interviews/surveys. Otherwise, the task descriptions are up-to-date
2	Are the identified Deliverables in line with the project development?	Yes	10		
3	Are tasks and deliverables descriptions documented?	Yes	10		
4	Are KPIs clearly identified and in line with project development?	Yes	10		
5	Are changes with respect to the project plan (if any) sufficiently documented?	Yes	10		
Schedule		0	50	100.0%	
6	Is there an approved schedule for activities within single tasks?	Yes	10		
7	Are dependencies with external activities being respected?	Yes	10		
8	Are the tasks/activities duration estimation appropriate to this time?	Yes	10		
9	Are tasks status / % of completion being tracked and documented?	Yes	10		
10	Is the resource allocation appropriate?	Yes	10		
Cost		0	30	100.0%	
11	Are all costs and resrouces in line with the proposal?	Yes	10		
12	Are all costs related to the planned activites within each task correctly estimated?	Yes	10		
13	Are changes with respect to the project plan (if any) sufficiently documented?	Yes	10		
Quality		0	30	100.0%	
14	Is there a quality control methodology for Deliverables in place?	Yes	10		
15	Are outputs correctly maintained in a project repository?	Yes	10		
16	Have corrective actions been taken when required?	Yes	10		
Risk		0	37.5	93.8%	
17	Have new risks been identified and contingency measures planned?	To a great extent	7.5		There is a delay to some project prototype development activities. This potentially impacts the participatory evaluation of the prototype. Mitigations are being discussed with the project lead.
18	Are known risks continuously monitored?	Yes	10		
19	Are contingency measures for known risks continuously validated for applicability?	Yes	10		
20	Are risk mitigation plans being carried out?	Yes	10		
Communication		2	27.5	91.7%	
21	Is communication between partners involved in the WP satisfactory?	To a great extent	7.5		Task 5.2 - it was challenging to get timely input from all partners.
22	Are there regular meetings for core WP activities?	Yes	10		
23	Is communication with partners involved in related WPs satisfactory?	Yes	10		
24	Do meetings and reports follow the planned frequency?	N/A	-		
25	Are meeting minutes distributed after meetings?	N/A	-		
		2	222.5	96.7%	

WP6		Quality Compliance			
		Answer	Score	Percentage	Comments
Scope		1	40	100.0%	
1	Are Task descriptions up-to-date with the project requirements?	Yes	10		
2	Are the identified Deliverables in line with the project development?	Yes	10		
3	Are tasks and deliverables descriptions documented?	Yes	10		
4	Are KPIs clearly identified and in line with project development?	Yes	10		
5	Are changes with respect to the project plan (if any) sufficiently documented?	N/A	-		
Schedule		0	37.5	75.0%	
6	Is there an approved schedule for activities within single tasks?	To a great extent	7.5		There is internal rough schedule for broken down tasks T6.1 has been significantly delayed. The integration activities are proceeding at a slower pace than expected.
7	Are dependencies with external activities being respected?	Partially	5		
8	Are the tasks/activities duration estimation appropriate to this time?	Partially	5		
9	Are tasks status / % of completion being tracked and documented?	Yes	10		
10	Is the resource allocation appropriate?	Yes	10		
Cost		1	20	100.0%	
11	Are all costs and resources in line with the proposal?	Yes	10		
12	Are all costs related to the planned activities within each task correctly estimated?	Yes	10		
13	Are changes with respect to the project plan (if any) sufficiently documented?	N/A	-		
Quality		0	27.5	91.7%	
14	Is there a quality control methodology for Deliverables in place?	Yes	10		
15	Are outputs correctly maintained in a project repository?	To a great extent	7.5		Qualtrix data should be copied/backed up in the project's repository
16	Have corrective actions been taken when required?	Yes	10		
Risk		0	40	100.0%	
17	Have new risks been identified and contingency measures planned?	Yes	10		
18	Are known risks continuously monitored?	Yes	10		
19	Are contingency measures for known risks continuously validated for applicability?	Yes	10		
20	Are risk mitigation plans being carried out?	Yes	10		Nathan acting as replacement during Gioelet's parental leave
Communication		0	47.5	95.0%	
21	Is communication between partners involved in the WP satisfactory?	To a great extent	7.5		Timezone differences make communication harder than desired
22	Are there regular meetings for core WP activities?	Yes	10		
23	Is communication with partners involved in related WPs satisfactory?	Yes	10		
24	Do meetings and reports follow the planned frequency?	Yes	10		
25	Are meeting minutes distributed after meetings?	Yes	10		
		2	212.5	92.4%	

WP7		Quality Compliance			
		Answer	Score	Percentage	Comments
Scope		0	40	80.0%	
1	Are Tasks description up-to-date with the project requirements?	Yes	10		
2	Are the identified Deliverables in line with the project development?	Yes	10		
3	Are tasks and deliverables descriptions documented?	Partially	5		Not much documentation available for the UKCP chatbot and the literature survey
4	Are KPIs clearly identified and in line with project development?	Yes	10		
5	Are changes with respect to the project plan (if any) sufficiently documented?	Partially	5		see above
Schedule		0	42.5	85.0%	
6	Is there an approved schedule for activities within single tasks?	Yes	10		
7	Are dependencies with external activities being respected?	Yes	10		
8	Are the tasks/activities duration estimation appropriate to this time?	Yes	10		
9	Are tasks status / % of completion being tracked and documented?	Not much	2.5		There are significant delays related to production of the prototype due to the ISTC funding being locked by the central administration until the end of June.
10	Is the resource allocation appropriate?	Yes	10		
Cost		0	30	100.0%	
11	Are all costs and resources in line with the proposal?	Yes	10		
12	Are all costs related to the planned activities within each task correctly estimated?	Yes	10		
13	Are changes with respect to the project plan (if any) sufficiently documented?	Yes	10		
Quality		0	30	100.0%	
14	Is there a quality control methodology for Deliverables in place?	Yes	10		
15	Are outputs correctly maintained in a project repository?	Yes	10		
16	Have corrective actions been taken when required?	Yes	10		
Risk		0	40	100.0%	
17	Have new risks been identified and contingency measures planned?	Yes	10		
18	Are known risks continuously monitored?	Yes	10		
19	Are contingency measures for known risks continuously validated for applicability?	Yes	10		
20	Are risk mitigation plans being carried out?	Yes	10		
Communication		0	47.5	95.0%	
21	Is communication between partners involved in the WP satisfactory?	To a great extent	7.5		More responsiveness would be appreciated some times
22	Are there regular meetings for core WP activities?	Yes	10		
23	Is communication with partners involved in related WPs satisfactory?	Yes	10		
24	Do meetings and reports follow the planned frequency?	Yes	10		
25	Are meeting minutes distributed after meetings?	Yes	10		
		0	230	92.0%	

WP8		Quality Compliance			
		Answer	Score	Percentage	Comments
Scope		1	40	100.0%	
1	Are Tasks description up-to-date with the project requirements?	Yes	10		
2	Are the identified Deliverables in line with the project development?	Yes	10		
3	Are tasks and deliverables descriptions documented?	Yes	10		
4	Are KPIs clearly identified and in line with project development?	Yes	10		
5	Are changes with respect to the project plan (if any) sufficiently documented?	N/A	-		
Schedule		0	37.5	75.0%	
6	Is there an approved schedule for activities within single tasks?	Yes	10		
7	Are dependencies with external activities being respected?	Yes	10		
8	Are the tasks/activities duration estimation appropriate to this time?	Partially	5		Activities requiring the production of content from partners for dissemination are taking longer than expected.
9	Are tasks status / % of completion being tracked and documented?	Partially	5		There are delays due to technical problems in the production of the new website. This is impacting also the production of other content, which cannot be published. Social media presence is less effective than predicted.
10	Is the resource allocation appropriate?	To a great extent	7.5		More support to dissemination activities would be appreciated
Cost		1	20	100.0%	
11	Are all costs and resources in line with the proposal?	Yes	10		
12	Are all costs related to the planned activities within each task correctly estimated?	Yes	10		
13	Are changes with respect to the project plan (if any) sufficiently documented?	N/A	-		
Quality		0	30	100.0%	
14	Is there a quality control methodology for Deliverables in place?	Yes	10		
15	Are outputs correctly maintained in a project repository?	Yes	10		
16	Have corrective actions been taken when required?	Yes	10		
Risk		0	40	100.0%	
17	Have new risks been identified and contingency measures planned?	Yes	10		
18	Are known risks continuously monitored?	Yes	10		
19	Are contingency measures for known risks continuously validated for applicability?	Yes	10		
20	Are risk mitigation plans being carried out?	Yes	10		
Communication		0	45	90.0%	
21	Is communication between partners involved in the WP satisfactory?	Partially	5		There is not sufficient proactivity in dissemination and communication activities
22	Are there regular meetings for core WP activities?	Yes	10		
23	Is communication with partners involved in related WPs satisfactory?	Yes	10		
24	Do meetings and reports follow the planned frequency?	Yes	10		
25	Are meeting minutes distributed after meetings?	Yes	10		
		2	212.5	92.4%	

Annex II - M20 Quality Assessment Checklist

Project Quality Review	
Project Name:	HACID
Project Coordinator:	Vito Trianni
Review Date:	30/04/2024
Overall Score:	90%

WP	Score	% Quality Compliance	Included?
WP1	233	96.88%	Yes
WP2	215	86.00%	Yes
WP3	213	85.00%	Yes
WP4	230	92.00%	Yes
WP5	220	91.67%	Yes
WP6	223	89.00%	Yes
WP7	215	86.00%	Yes
WP8	240	96.00%	Yes

Area	Average Score	Average % Quality Compliance	Included?
Scope	46.88	96.25%	Yes
Schedule	39.69	79.38%	Yes
Cost	29.38	97.92%	Yes
Quality	27.81	96.88%	Yes
Risk	35.00	87.50%	Yes
Communication	44.69	89.38%	Yes

Overall key assessment	
<60%	Critical /significant issues or major process non-compliance.
60% < ... < 90%	Unless immediate action is taken, project may become red.
>90%	No significant non-compliance foreseeable at this time.

Scoring legend		
No	Nothing done or no answer	0
Not much	Something done, but very limited	2.5
Partially	Some work done, but not to the required/expected level.	5
To a great extent	Most work done, requires little more effort	7.5
Yes	Work done according to program	10
N/A	This check is not applicable to this project.	-



ID	Findings	Impact	Recommendation	Action Details (effort & responsible)
1	Activities in several work packages are delayed or are taking longer than expected	The production of deliverable is affected at project level, posing risks to the finalisation of the project within the foreseen timeframe	There is a need to identify critical paths from the information gathered in the period, in order to plan for priorities in the forthcoming periods	Nesta have proposed a cross-project dependency mapping activity to allow us to identify and monitor these issues to avoid any risk to delivery. Nesta organises the activity, and CNR collects results
2	Risk management is not always performed in a timely manner	Without a proper identification of risks and appropriate contingency measures, the project is exposed to further delays to deal with negative outcomes, or to overall failure.	Risk management should be improved by identifying potential risks and reaching an agreement on the contingency measures to be applied, also following the dependency mapping that has been proposed to clarify the timing and dependency of activities	Following the dependency mapping, risks are identified associated to activities and to paths, and contingency measures are proposed. CNR is responsible for coordinating this activity.
3	There is sometime lack of communication, coordination and integration of activities, especially for what concerns technical WPs that require input from multiple partners	Lack of coordination leads to further delay, duplication of work and misunderstandings, which can hamper the good development of the project	Increase collaboration and integration of the activities performed by different partners, by identifying components in which collaboration is required and by promoting cooperation	CNR coordinates the development of so-called "mini-projects", that is activities that are performed in strict collaboration by multiple partners. The mini-project should promote cooperation by clearly identifying the boundaries of the activity and determining roles and responsibilities.
4				
5				
6				
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10				

WP1		Quality Compliance			
		Answer	Score	Percentage	Comments
Scope		1	40	100.0%	
1	Are Tasks description up-to-date with the project requiremens?	Yes	10		
2	Are the identified Deliverables in line with the project development?	Yes	10		
3	Are tasks and deliverables descriptions documented?	Yes	10		
4	Are KPIs clearly identified and in line with project development?	Yes	10		
5	Are changes with respect to the project plan (if any) sufficiently documented?	N/A	-		
Schedule		0	45	90.0%	
6	Is there an approved schedule for activities within single tasks?	Yes	10		
7	Are dependencies with external activities being respected?	Partially	5		There are difficutlies in having quality review executed by all partners, which impact dependent activities
8	Are the tasks/activities duration estimation appropriate to this time?	Yes	10		
9	Are tasks status / % of completion being tracked and documented?	Yes	10		
10	Is the resource allocation appropriate?	Yes	10		
Cost		0	30	100.0%	
11	Are all costs and resrouces in line with the proposal?	Yes	10		
12	Are all costs related to the planned activites within each task correctly estimated?	Yes	10		
13	Are changes with respect to the project plan (if any) sufficiently documented?	Yes	10		
Quality		0	27.5	91.7%	
14	Is there a quality control methodology for Deliverables in place?	Yes	10		
15	Are outputs correctly maintained in a project repository?	Yes	10		
16	Have corrective actions been taken when required?	To a great extent	7.5		Corrective actions to include risk management is ongoing.
Risk		0	40	100.0%	
17	Have new risks been identified and contingency measures planned?	Yes	10		
18	Are known risks continuously monitored?	Yes	10		
19	Are contingency measures for known risks continuously validated for applicability?	Yes	10		
20	Are risk mitigation plans being carried out?	Yes	10		
Communication		0	50	100.0%	
21	Is communication between partners involved in the WP satisfactory?	Yes	10		
22	Are there regular meetings for core WP activities?	Yes	10		
23	Is communication with partners involved in related WPs satisfactory?	Yes	10		
24	Do meetings and reports follow the planned frequency?	Yes	10		
25	Are meeting minutes distributed after meetings?	Yes	10		
		1	232.5	96.9%	

WP2		Quality Compliance			
		Answer	Score	Percentage	Comments
Scope		0	47.5	95.0%	
1	Are Tasks description up-to-date with the project requirements?	To a great extent	7.5		There is still some work to do for what concerns the medical diagnostics DKG, in order to include Wikidata concepts
2	Are the identified Deliverables in line with the project development?	Yes	10		
3	Are tasks and deliverables descriptions documented?	Yes	10		
4	Are KPIs clearly identified and in line with project development?	Yes	10		
5	Are changes with respect to the project plan (if any) sufficiently documented?	Yes	10		
Schedule		0	35	70.0%	
6	Is there an approved schedule for activities within single tasks?	Partially	5		The approved schedule is being updated due to difficulties in finalising the CS DKG. The release of the domain knowledge graphs for medical diagnostics and the finalisation of the ontology network for climate services are a bit delayed. However, we are working to be on track and a set of active strategies have been applied to mitigate the issue. see above
7	Are dependencies with external activities being respected?	Partially	5		
8	Are the tasks/activities duration estimation appropriate to this time?	Partially	5		
9	Are tasks status / % of completion being tracked and documented?	Yes	10		
10	Is the resource allocation appropriate?	Yes	10		
Cost		0	30	100.0%	
11	Are all costs and resources in line with the proposal?	Yes	10		
12	Are all costs related to the planned activities within each task correctly estimated?	Yes	10		
13	Are changes with respect to the project plan (if any) sufficiently documented?	Yes	10		
Quality		0	30	100.0%	
14	Is there a quality control methodology for Deliverables in place?	Yes	10		
15	Are outputs correctly maintained in a project repository?	Yes	10		
16	Have corrective actions been taken when required?	Yes	10		
Risk		0	35	87.5%	
17	Have new risks been identified and contingency measures planned?	Partially	5		Risks associated to populating the CS DKG are known but not fully analysed.
18	Are known risks continuously monitored?	Yes	10		
19	Are contingency measures for known risks continuously validated for applicability?	Yes	10		
20	Are risk mitigation plans being carried out?	Yes	10		
Communication		0	37.5	75.0%	
21	Is communication between partners involved in the WP satisfactory?	To a great extent	7.5		The collaboration among partners has improved in the last period. Nevertheless, some criticalities still exist especially for the climate service case. Focus meetings among partners have been planned to solve this issue. see above see above
22	Are there regular meetings for core WP activities?	To a great extent	7.5		
23	Is communication with partners involved in related WPs satisfactory?	To a great extent	7.5		
24	Do meetings and reports follow the planned frequency?	Yes	10		
25	Are meeting minutes distributed after meetings?	Partially	5		
		0	215	86.0%	

WP3		Quality Compliance			
		Answer	Score	Percentage	Comments
Scope		0	47.5	95.0%	
1	Are Tasks description up-to-date with the project requiremens?	To a great extent	7.5		Minor changes related to visualization and LLM integration are being applied to tasks, but this has no large impact on the project activities.
2	Are the identified Deliverables in line with the project development?	Yes	10		
3	Are tasks and deliverables descriptions documented?	Yes	10		
4	Are KPIs clearly identified and in line with project development?	Yes	10		
5	Are changes with respect to the project plan (if any) sufficiently documented?	Yes	10		
Schedule		0	32.5	65.0%	
6	Is there an approved schedule for activities within single tasks?	Partially	5		There are delyas in all the activities and an approved schedule to deal with the delays is not available yet
7	Are dependencies with external activities being respected?	Partially	5		The delays in producing a visualization and methods for knowledge enrichment may have a future impact on the experimentation activities
8	Are the tasks/activities duration estimation appropriate to this time?	Not much	2.5		We likely need to extend the task beyond the planned schedule
9	Are tasks status / % of completion being tracked and documented?	Yes	10		
10	Is the resource allocation appropriate?	Yes	10		
Cost		0	30	100.0%	
11	Are all costs and resrouces in line with the proposal?	Yes	10		
12	Are all costs related to the planned activites within each task correctly estimated?	Yes	10		
13	Are changes with respect to the project plan (if any) sufficiently documented?	Yes	10		
Quality		0	27.5	91.7%	
14	Is there a quality control methodology for Deliverables in place?	Yes	10		
15	Are outputs correctly maintained in a project repository?	Yes	10		
16	Have corrective actions been taken when required?	To a great extent	7.5		Corrective actions are ongoing but not finalised
Risk		0	30	75.0%	
17	Have new risks been identified and contingency measures planned?	Partially	5		Planning and risk managemen are ongoing
18	Are known risks continuously monitored?	Yes	10		
19	Are contingency measures for known risks continuously validated for applicability?	Yes	10		
20	Are risk mitigation plans being carried out?	Partially	5		The need to identify new risk and mitigation plans implies that more work is needed
Communication		0	45	90.0%	
21	Is communication between partners involved in the WP satisfactory?	Partially	5		There is still need to integrate better the activities performed by different partners
22	Are there regular meetings for core WP activities?	Yes	10		
23	Is communication with partners involved in related WPs satisfactory?	Yes	10		
24	Do meetings and reports follow the planned frequency?	Yes	10		
25	Are meeting minutes distributed after meetings?	Yes	10		
		0	212.5	85.0%	

WP4		Quality Compliance			
		Answer	Score	Percentage	Comments
Scope		0	50	100.0%	
1	Are Tasks description up-to-date with the project requirements?	Yes	10		
2	Are the identified Deliverables in line with the project development?	Yes	10		
3	Are tasks and deliverables descriptions documented?	Yes	10		
4	Are KPIs clearly identified and in line with project development?	Yes	10		
5	Are changes with respect to the project plan (if any) sufficiently documented?	Yes	10		
Schedule		0	45	90.0%	
6	Is there an approved schedule for activities within single tasks?	Yes	10		
7	Are dependencies with external activities being respected?	To a great extent	7.5		The planning of the experiments and the delivery of new data has gone a bit slower than anticipated.
8	Are the tasks/activities duration estimation appropriate to this time?	To a great extent	7.5		
9	Are tasks status / % of completion being tracked and documented?	Yes	10		
10	Is the resource allocation appropriate?	Yes	10		
Cost		0	30	100.0%	
11	Are all costs and resources in line with the proposal?	Yes	10		
12	Are all costs related to the planned activities within each task correctly estimated?	Yes	10		
13	Are changes with respect to the project plan (if any) sufficiently documented?	Yes	10		
Quality		0	30	100.0%	
14	Is there a quality control methodology for Deliverables in place?	Yes	10		
15	Are outputs correctly maintained in a project repository?	Yes	10		
16	Have corrective actions been taken when required?	Yes	10		
Risk		0	37.5	93.8%	
17	Have new risks been identified and contingency measures planned?	To a great extent	7.5		Running platforms on HDX more complicated than anticipated. Unclear how quickly enough data can be collected. Alternative plans are being developed.
18	Are known risks continuously monitored?	Yes	10		
19	Are contingency measures for known risks continuously validated for applicability?	Yes	10		
20	Are risk mitigation plans being carried out?	Yes	10		
Communication		0	37.5	75.0%	
21	Is communication between partners involved in the WP satisfactory?	Partially	5		Interaction is not as frequent as it should be, also considering that CNR and MPG are involved in collaborative activities for which more coordination should be beneficial
22	Are there regular meetings for core WP activities?	Partially	5		Meetings are aligned with consortium meetings, but more deep interaction should be ensured
23	Is communication with partners involved in related WPs satisfactory?	To a great extent	7.5		Communication is improved but should be sustained
24	Do meetings and reports follow the planned frequency?	Yes	10		
25	Are meeting minutes distributed after meetings?	Yes	10		
		0	230	92.0%	

WP5		Quality Compliance			
		Answer	Score	Percentage	Comments
Scope		0	50	100.0%	
1	Are Tasks description up-to-date with the project requirements?	Yes	10		
2	Are the identified Deliverables in line with the project development?	Yes	10		
3	Are tasks and deliverables descriptions documented?	Yes	10		
4	Are KPIs clearly identified and in line with project development?	Yes	10		
5	Are changes with respect to the project plan (if any) sufficiently documented?	Yes	10		
Schedule		0	42.5	85.0%	
6	Is there an approved schedule for activities within single tasks?	To a great extent	7.5		Activity time lines are consistently produced and informally reviewed by project PI, but not always documented.
7	Are dependencies with external activities being respected?	Partially	5		To date, it has been difficult to coordinate and understand dependencies for the project as a whole. This is a concern for WP5 where we are reliant on elements of the technical build in order to complete our tasks on time. e.g. we need working prototypes in order to carry out a participatory evaluation.
8	Are the tasks/activities duration estimation appropriate to this time?	Yes	10		
9	Are tasks status / % of completion being tracked and documented?	Yes	10		
10	Is the resource allocation appropriate?	Yes	10		
Cost		0	30	100.0%	
11	Are all costs and resources in line with the proposal?	Yes	10		
12	Are all costs related to the planned activities within each task correctly estimated?	Yes	10		
13	Are changes with respect to the project plan (if any) sufficiently documented?	Yes	10		
Quality		1	20	100.0%	
14	Is there a quality control methodology for Deliverables in place?	Yes	10		
15	Are outputs correctly maintained in a project repository?	Yes	10		
16	Have corrective actions been taken when required?	N/A	-		No Deliverables were planned for WP5 within this time period.
Risk		0	32.5	81.3%	
17	Have new risks been identified and contingency measures planned?	To a great extent	7.5		Plan to organise project-wide reporting of deliverable measurement in place, this will instigate period of regular review of progress.
18	Are known risks continuously monitored?	To a great extent	7.5		Internal project team regularly discusses blockers to delivery and proposes mitigations. There is a need to run cross-project dependency mapping activity to identify and monitor any new risks to delivery.
19	Are contingency measures for known risks continuously validated for applicability?	To a great extent	7.5		Project PI has been continuously updated on plans for organisations of KPI measurement, feedback is taken on board as appropriate
20	Are risk mitigation plans being carried out?	Yes	10		
Communication		0	45	90.0%	
21	Is communication between partners involved in the WP satisfactory?	Yes	10		
22	Are there regular meetings for core WP activities?	To a great extent	7.5		We convene regular meetings with partners when working towards specific milestones/activities (e.g. PAI workshop with the Met Office). We haven't convened dedicated WP5 meetings apart from this but intend to introduce these in the future to ensure sharing of lessons between PAI interventions and alignment on KPIs.
23	Is communication with partners involved in related WPs satisfactory?	Yes	10		
24	Do meetings and reports follow the planned frequency?	Yes	10		
25	Are meeting minutes distributed after meetings?	To a great extent	7.5		Meeting overviews are shared internally, and agreed actions are distributed to meeting attendees
		1	220	91.7%	

WP6		Quality Compliance			
		Answer	Score	Percentage	Comments
Scope		0	45	90.0%	
1	Are Tasks description up-to-date with the project requiremens?	Yes	10		
2	Are the identified Deliverables in line with the project development?	Yes	10		
3	Are tasks and deliverables descriptions documented?	Yes	10		
4	Are KPIs clearly identified and in line with project development?	Yes	10		
5	Are changes with respect to the project plan (if any) sufficiently documented?	Partially	5		The way in which integration will be performed and experiments executed with resepect to the concepts CliniFlow and MDT collaboration is not fully documented
Schedule		0	32.5	65.0%	
6	Is there an approved schedule for activities within single tasks?	Partially	5		Macroscopic tasks are scheduled. Internally, partners have their own schedule. There's a lack of documentation about the match between internal schedules and global planning
7	Are dependencies with external activities being respected?	Partially	5		There are substabtial delays in data collection.
8	Are the tasks/activities duration estimation appropriate to this time?	Partially	5		There is a need to increase the time of some tasks and replan accordingly the project activities
9	Are tasks status / % of completion being tracked and documented?	To a great extent	7.5		Individual activities completion is tracked by individual parterns
10	Is the resource allocation appropriate?	Yes	10		
Cost		0	30	100.0%	
11	Are all costs and resrouces in line with the proposal?	Yes	10		
12	Are all costs related to the planned activites within each task correctly estimated?	Yes	10		
13	Are changes with respect to the project plan (if any) sufficiently documented?	Yes	10		
Quality		0	30	100.0%	
14	Is there a quality control methodology for Deliverables in place?	Yes	10		
15	Are outputs correctly maintained in a project repository?	Yes	10		
16	Have corrective actions been taken when required?	Yes	10		
Risk		0	37.5	93.8%	
17	Have new risks been identified and contingency measures planned?	Yes	10		
18	Are known risks continuously monitored?	Yes	10		
19	Are contingency measures for known risks continuously validated for applicability?	Yes	10		
20	Are risk mitigation plans being carried out?	To a great extent	7.5		Nathan acting as replacement during Gioele's parental leave
Communication		0	47.5	95.0%	
21	Is communication between partners involved in the WP satisfactory?	To a great extent	7.5		Timezone differences make communication harder than desired.
22	Are there regular meetings for core WP activities?	Yes	10		
23	Is communication with partners involved in related WPs satisfactory?	Yes	10		
24	Do meetings and reports follow the planned frequency?	Yes	10		
25	Are meeting minutes distributed after meetings?	Yes	10		
		0	222.5	89.0%	

WP7		Quality Compliance			
		Answer	Score	Percentage	Comments
Scope		0	45	90.0%	
1	Are Tasks description up-to-date with the project requirements?	Yes	10		
2	Are the identified Deliverables in line with the project development?	Yes	10		
3	Are tasks and deliverables descriptions documented?	Yes	10		
4	Are KPIs clearly identified and in line with project development?	Yes	10		
5	Are changes with respect to the project plan (if any) sufficiently documented?	Partially	5		The inclusion of activities related to the usage of LLMs (UKCP chatbot) lacks some documentation
Schedule		0	42.5	85.0%	
6	Is there an approved schedule for activities within single tasks?	Yes	10		
7	Are dependencies with external activities being respected?	Not much	2.5		There are delays in delivering the project prototype due to administrative blockings
8	Are the tasks/activities duration estimation appropriate to this time?	Yes	10		
9	Are tasks status / % of completion being tracked and documented?	Yes	10		
10	Is the resource allocation appropriate?	Yes	10		
Cost		0	25	83.3%	
11	Are all costs and resources in line with the proposal?	Partially	5		There is some underspending that must be monitored
12	Are all costs related to the planned activities within each task correctly estimated?	Yes	10		
13	Are changes with respect to the project plan (if any) sufficiently documented?	Yes	10		
Quality		0	30	100.0%	
14	Is there a quality control methodology for Deliverables in place?	Yes	10		
15	Are outputs correctly maintained in a project repository?	Yes	10		
16	Have corrective actions been taken when required?	Yes	10		
Risk		0	27.5	68.8%	
17	Have new risks been identified and contingency measures planned?	Not much	2.5		There is a need to analyse dependencies among activities within and between WPs, in the light of the foreseen delays, to plan contingency measures
18	Are known risks continuously monitored?	Yes	10		
19	Are contingency measures for known risks continuously validated for applicability?	Yes	10		
20	Are risk mitigation plans being carried out?	Partially	5		Currently waiting to have better estimation about the cumulated delays.
Communication		0	45	90.0%	
21	Is communication between partners involved in the WP satisfactory?	Yes	10		
22	Are there regular meetings for core WP activities?	Partially	5		There are periods in which communication is working well, others in which it is overlooked to other priorities (e.g., in preparation of the review meeting)
23	Is communication with partners involved in related WPs satisfactory?	Yes	10		
24	Do meetings and reports follow the planned frequency?	Yes	10		
25	Are meeting minutes distributed after meetings?	Yes	10		
		0	215	86.0%	

WP8		Quality Compliance			
		Answer	Score	Percentage	Comments
Scope		0	50	100.0%	
1	Are Tasks description up-to-date with the project requirements?	Yes	10		
2	Are the identified Deliverables in line with the project development?	Yes	10		
3	Are tasks and deliverables descriptions documented?	Yes	10		
4	Are KPIs clearly identified and in line with project development?	Yes	10		
5	Are changes with respect to the project plan (if any) sufficiently documented?	Yes	10		
Schedule		0	42.5	85.0%	
6	Is there an approved schedule for activities within single tasks?	Yes	10		
7	Are dependencies with external activities being respected?	Yes	10		
8	Are the tasks/activities duration estimation appropriate to this time?	Partially	5		Several planned activities have not been carried out, which means that there could be significant delays or reduction of the activities performed
9	Are tasks status / % of completion being tracked and documented?	To a great extent	7.5		Tracking is not continuous
10	Is the resource allocation appropriate?	Yes	10		
Cost		0	30	100.0%	
11	Are all costs and resources in line with the proposal?	Yes	10		
12	Are all costs related to the planned activities within each task correctly estimated?	Yes	10		
13	Are changes with respect to the project plan (if any) sufficiently documented?	Yes	10		
Quality		0	27.5	91.7%	
14	Is there a quality control methodology for Deliverables in place?	Yes	10		
15	Are outputs correctly maintained in a project repository?	To a great extent	7.5		Updating of project repository is not continuous
16	Have corrective actions been taken when required?	Yes	10		
Risk		0	40	100.0%	
17	Have new risks been identified and contingency measures planned?	Yes	10		
18	Are known risks continuously monitored?	Yes	10		
19	Are contingency measures for known risks continuously validated for applicability?	Yes	10		
20	Are risk mitigation plans being carried out?	Yes	10		
Communication		0	50	100.0%	
21	Is communication between partners involved in the WP satisfactory?	Yes	10		
22	Are there regular meetings for core WP activities?	Yes	10		
23	Is communication with partners involved in related WPs satisfactory?	Yes	10		
24	Do meetings and reports follow the planned frequency?	Yes	10		
25	Are meeting minutes distributed after meetings?	Yes	10		
		0	240	96.0%	

Annex III - M24 Quality Assessment Checklist

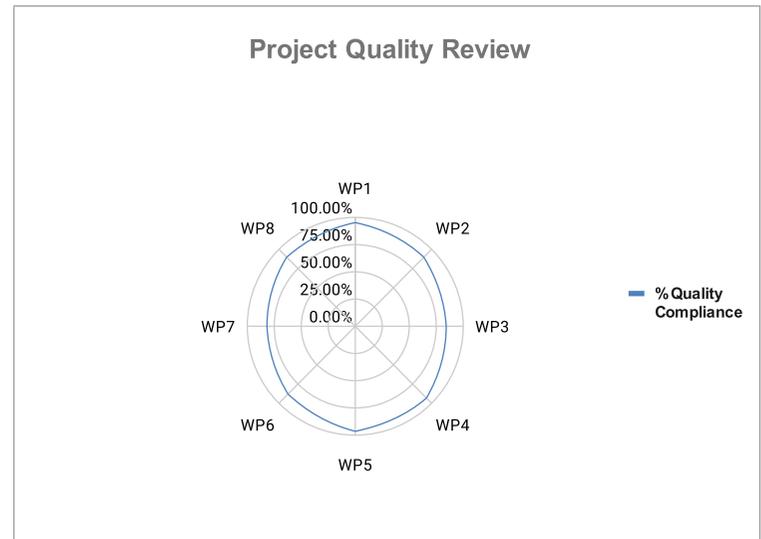
Project Quality Review	
Project Name:	HACID
Project Coordinator:	Vito Trianni
Review Date:	31/08/2024
Overall Score:	90%

WP	Score	% Quality Compliance	Included?
WP1	238	95.00%	Yes
WP2	225	90.00%	Yes
WP3	210	84.00%	Yes
WP4	235	94.00%	Yes
WP5	240	96.00%	Yes
WP6	210	87.50%	Yes
WP7	198	82.29%	Yes
WP8	215	89.58%	Yes

Area	Average Score	Average % Quality Compliance	Included?
Scope	45.94	91.88%	Yes
Schedule	39.38	78.75%	Yes
Cost	27.19	93.23%	Yes
Quality	29.06	96.88%	Yes
Risk	32.81	86.72%	Yes
Communication	46.88	93.75%	Yes

Overall key assessment	
<60%	Critical /significant issues or major process non-compliance.
60% < ... < 90%	Unless immediate action is taken, project may become red.
>90%	No significant non-compliance foreseeable at this time.

Scoring legend		
No	Nothing done or no answer	0
Not much	Something done, but very limited	2.5
Partially	Some work done, but not to the required/expected level.	5
To a great extent	Most work done, requires little more effort	7.5
Yes	Work done according to program	10
N/A	This check is not applicable to this project.	-



ID	Findings	Impact	Recommendation	Action Details (effort & responsible)
1	Documentation of progress is insufficient to support monitoring	There is uncertainty about the required effort to complete tasks	Increase the quality of the documentation about the planning and execution of tasks, and complete it with completion progress	Every responsible for activities must ensure that there is a progress monitoring in place. CNR is responsible to checking the partners comply with requirements
2	Delays still present in many relevant activities and critical paths present	The project may not be finalised in time	Increase effort to deliver within planned times. Evaluate the possibility for asking an extension to the project in coordination with all members	CNR is responsible for continuously monitoring the dependencies among activities. The first GA of the third year should determine the need for a project extension.
3	Risk management is crucial for several activities	Without a proper risk management, the project may fail	Increase the frequency of the risk management activities for early detection of risks and implementation of contingency measures	CNR runs a risk management every two months. Quality assessment is performed every 4 months as before.
4	Dissemination and communication activities have not been executed as planned. There is a need for prioritisation especially with respect to the most complex activities that relate to interaction with stakeholders	There's a risk of not matching the related dissemination and communication KPIs	Dissemination activities/plan intended for external stakeholders should be updated in line with current priorities in the field. e.g. policy roundtables should focus on topics of concern to policy stakeholders	Nesta to develop plan for policy roundtables and share with partners.
5				
6				
7				
8				
9				
10				

WP1		Quality Compliance			
		Answer	Score	Percentage	Comments
Scope		0	40	80.0%	
1	Are Tasks description up-to-date with the project requiremens?	Partially	5		Risk management must be included in the quality assesment activities. This has been evidenced by the reviewers, and actions are ongoing to make it happen.
2	Are the identified Deliverables in line with the project development?	Partially	5		The requests from reviewers are being integrated, mainly adding a risk management section to the quality assessment reports. Review of deliverables that have been rejected is ongoing.
3	Are tasks and deliverables descriptions documented?	Yes	10		
4	Are KPIs clearly identified and in line with project development?	Yes	10		
5	Are changes with respect to the project plan (if any) sufficiently documented?	Yes	10		
Schedule		0	50	100.0%	
6	Is there an approved schedule for activities within single tasks?	Yes	10		
7	Are dependencies with external activities being respected?	Yes	10		
8	Are the tasks/activities duration estimation appropriate to this time?	Yes	10		
9	Are tasks status / % of completion being tracked and documented?	Yes	10		
10	Is the resource allocation appropriate?	Yes	10		
Cost		0	30	100.0%	
11	Are all costs and resrouces in line with the proposal?	Yes	10		
12	Are all costs related to the planned activites within each task correctly estimated?	Yes	10		
13	Are changes with respect to the project plan (if any) sufficiently documented?	Yes	10		
Quality		0	30	100.0%	
14	Is there a quality control methodology for Deliverables in place?	Yes	10		
15	Are outputs correctly maintained in a project repository?	Yes	10		
16	Have corrective actions been taken when required?	Yes	10		
Risk		0	37.5	93.8%	
17	Have new risks been identified and contingency measures planned?	To a great extent	7.5		
18	Are known risks continuously monitored?	Yes	10		
19	Are contingency measures for known risks continuously validated for applicability?	Yes	10		
20	Are risk mitigation plans being carried out?	Yes	10		We have started a dependency mapping activity to analyse new risks emerging from critical paths
Communication		0	50	100.0%	
21	Is communication between partners involved in the WP satisfactory?	Yes	10		
22	Are there regular meetings for core WP activities?	Yes	10		
23	Is communication with partners involved in related WPs satisfactory?	Yes	10		
24	Do meetings and reports follow the planned frequency?	Yes	10		
25	Are meeting minutes distributed after meetings?	Yes	10		
		0	237.5	95.0%	

WP2		Quality Compliance			
		Answer	Score	Percentage	Comments
Scope		0	50	100.0%	
1	Are Tasks description up-to-date with the project requiremens?	Yes	10		
2	Are the identified Deliverables in line with the project development?	Yes	10		
3	Are tasks and deliverables descriptions documented?	Yes	10		
4	Are KPIs clearly identified and in line with project development?	Yes	10		
5	Are changes with respect to the project plan (if any) sufficiently documented?	Yes	10		
Schedule		0	32.5	65.0%	
6	Is there an approved schedule for activities within single tasks?	Partially	5		While a schedule has been produced, it is difficult to keep up with it due to the complexity of the interactions required to perform the knowledge engineering task
7	Are dependencies with external activities being respected?	Partially	5		Delays are affecting activities that should be based on the knowledge graph from WP3 and WP4
8	Are the tasks/activities duration estimation appropriate to this time?	Partially	5		There is a need to consider longer times for several aspects related to the production of the knowledge graphs and their validation
9	Are tasks status / % of completion being tracked and documented?	To a great extent	7.5		There is great attention to documenting the different processes that lead to task completion. However, there is a lack of quantification of the completion status.
10	Is the resource allocation appropriate?	Yes	10		
Cost		0	30	100.0%	
11	Are all costs and resrouces in line with the proposal?	Yes	10		
12	Are all costs related to the planned activites within each task correctly estimated?	Yes	10		
13	Are changes with respect to the project plan (if any) sufficiently documented?	Yes	10		
Quality		0	27.5	91.7%	
14	Is there a quality control methodology for Deliverables in place?	Yes	10		
15	Are outputs correctly maintained in a project repository?	Yes	10		
16	Have corrective actions been taken when required?	To a great extent	7.5		Corrective actions are taken, but with some delay
Risk		0	35	87.5%	
17	Have new risks been identified and contingency measures planned?	Yes	10		
18	Are known risks continuously monitored?	Yes	10		
19	Are contingency measures for known risks continuously validated for applicability?	Yes	10		
20	Are risk mitigation plans being carried out?	Partially	5		Risk mitigation is applied but with some dealy
Communication		0	50	100.0%	
21	Is communication between partners involved in the WP satisfactory?	Yes	10		
22	Are there regular meetings for core WP activities?	Yes	10		
23	Is communication with partners involved in related WPs satisfactory?	Yes	10		
24	Do meetings and reports follow the planned frequency?	Yes	10		
25	Are meeting minutes distributed after meetings?	Yes	10		
		0	225	90.0%	

WP3		Quality Compliance			
		Answer	Score	Percentage	Comments
Scope		0	42.5	85.0%	
1	Are Tasks description up-to-date with the project requirements?	Yes	10		
2	Are the identified Deliverables in line with the project development?	Yes	10		
3	Are tasks and deliverables descriptions documented?	To a great extent	7.5		The work on NEL and visualization is documented but could benefit from additional details
4	Are KPIs clearly identified and in line with project development?	Yes	10		
5	Are changes with respect to the project plan (if any) sufficiently documented?	Partially	5		There are ongoing analyses about visualization that could require better description of the future directions
Schedule		0	32.5	65.0%	
6	Is there an approved schedule for activities within single tasks?	Partially	5		NEL activities do not have a definite schedule,
7	Are dependencies with external activities being respected?	Partially	5		Delays in developments can affect later activities
8	Are the tasks/activities duration estimation appropriate to this time?	Partially	5		The task duration for visualization and NEL is going beyond expectations
9	Are tasks status / % of completion being tracked and documented?	To a great extent	7.5		A more quantitative evaluation would be beneficial
10	Is the resource allocation appropriate?	Yes	10		
Cost		0	30	100.0%	
11	Are all costs and resources in line with the proposal?	Yes	10		
12	Are all costs related to the planned activities within each task correctly estimated?	Yes	10		
13	Are changes with respect to the project plan (if any) sufficiently documented?	Yes	10		
Quality		0	30	100.0%	
14	Is there a quality control methodology for Deliverables in place?	Yes	10		
15	Are outputs correctly maintained in a project repository?	Yes	10		
16	Have corrective actions been taken when required?	Yes	10		
Risk		0	35	87.5%	
17	Have new risks been identified and contingency measures planned?	Partially	5		A revision of the risks has started
18	Are known risks continuously monitored?	Yes	10		
19	Are contingency measures for known risks continuously validated for applicability?	Yes	10		
20	Are risk mitigation plans being carried out?	Yes	10		
Communication		0	40	80.0%	
21	Is communication between partners involved in the WP satisfactory?	To a great extent	7.5		There should be more interaction between CNR and MPG
22	Are there regular meetings for core WP activities?	Yes	10		
23	Is communication with partners involved in related WPs satisfactory?	Not much	2.5		So far, there has been no need for regular meetings among partners, but it should be noted that this has not promoted interaction.
24	Do meetings and reports follow the planned frequency?	Yes	10		
25	Are meeting minutes distributed after meetings?	Yes	10		
		0	210	84.0%	

WP4		Quality Compliance			
		Answer	Score	Percentage	Comments
Scope		0	45	90.0%	
1	Are Tasks description up-to-date with the project requirements?	To a great extent	7.5		T4.3: changes are in the process of being documented
2	Are the identified Deliverables in line with the project development?	To a great extent	7.5		D4.2: changes are in the process of being documented
3	Are tasks and deliverables descriptions documented?	Yes	10		
4	Are KPIs clearly identified and in line with project development?	Yes	10		
5	Are changes with respect to the project plan (if any) sufficiently documented?	Yes	10		Increased LLM focus will be documented in "Inclusion of LLMs" (GR3) to be submitted by M24
Schedule		0	42.5	85.0%	
6	Is there an approved schedule for activities within single tasks?	Yes	10		
7	Are dependencies with external activities being respected?	To a great extent	7.5		The planning of the experiments and the delivery of new data has gone a bit slower than anticipated.
8	Are the tasks/activities duration estimation appropriate to this time?	Partially	5		
9	Are tasks status / % of completion being tracked and documented?	Yes	10		
10	Is the resource allocation appropriate?	Yes	10		
Cost		0	30	100.0%	
11	Are all costs and resources in line with the proposal?	Yes	10		
12	Are all costs related to the planned activities within each task correctly estimated?	Yes	10		
13	Are changes with respect to the project plan (if any) sufficiently documented?	Yes	10		
Quality		0	30	100.0%	
14	Is there a quality control methodology for Deliverables in place?	Yes	10		
15	Are outputs correctly maintained in a project repository?	Yes	10		
16	Have corrective actions been taken when required?	Yes	10		
Risk		0	37.5	93.8%	
17	Have new risks been identified and contingency measures planned?	To a great extent	7.5		Running platforms on HDX more complicated than anticipated. Unclear how quickly enough data can be collected. Alternative plans are being developed.
18	Are known risks continuously monitored?	Yes	10		
19	Are contingency measures for known risks continuously validated for applicability?	Yes	10		
20	Are risk mitigation plans being carried out?	Yes	10		
Communication		0	50	100.0%	
21	Is communication between partners involved in the WP satisfactory?	Yes	10		
22	Are there regular meetings for core WP activities?	Yes	10		
23	Is communication with partners involved in related WPs satisfactory?	Yes	10		
24	Do meetings and reports follow the planned frequency?	Yes	10		
25	Are meeting minutes distributed after meetings?	Yes	10		
		0	235	94.0%	

WP5		Quality Compliance			
		Answer	Score	Percentage	Comments
Scope		0	50	100.0%	
1	Are Tasks description up-to-date with the project requirements?	Yes	10		
2	Are the identified Deliverables in line with the project development?	Yes	10		
3	Are tasks and deliverables descriptions documented?	Yes	10		
4	Are KPIs clearly identified and in line with project development?	Yes	10		During this phase of work we developed a bespoke (six item) survey to measure KPI 13, informed by our emerging participatory AI guidelines and the wider literature on participatory design of AI.
5	Are changes with respect to the project plan (if any) sufficiently documented?	Yes	10		
Schedule		0	50	100.0%	
6	Is there an approved schedule for activities within single tasks?	Yes	10		We have been working closely with partners to ensure that the outputs from participatory activities feed into the development of the HACID prototypes.
7	Are dependencies with external activities being respected?	Yes	10		
8	Are the tasks/activities duration estimation appropriate to this time?	Yes	10		
9	Are tasks status / % of completion being tracked and documented?	Yes	10		
10	Is the resource allocation appropriate?	Yes	10		
Cost		0	30	100.0%	
11	Are all costs and resources in line with the proposal?	Yes	10		
12	Are all costs related to the planned activities within each task correctly estimated?	Yes	10		
13	Are changes with respect to the project plan (if any) sufficiently documented?	Yes	10		
Quality		0	30	100.0%	
14	Is there a quality control methodology for Deliverables in place?	Yes	10		
15	Are outputs correctly maintained in a project repository?	Yes	10		
16	Have corrective actions been taken when required?	Yes	10		
Risk		0	35	87.5%	
17	Have new risks been identified and contingency measures planned?	To a great extent	7.5		Specific risk highlight: Calling of UK general election resulted in Met Office having to engage in a pre-election period of sensitivity, resulting in them stepping back from workshop-related stakeholder management and a delay in the planned date for the workshop. Nesta temporarily took over this role but it introduced a risk of low participation.
18	Are known risks continuously monitored?	Yes	10		We monitored sign-ups for the workshop at regular intervals and Met Office took over stakeholder invitations after the period of sensitivity ended.
19	Are contingency measures for known risks continuously validated for applicability?	Yes	10		
20	Are risk mitigation plans being carried out?	To a great extent	7.5		Following small numbers attending the Met Office workshop, we have discussed opportunities to validate the results with a wider pool of stakeholders at future meetings of climate scientists. We initiated a dependency mapping activity to analyse risks emerging from tasks that are interdependent between partners.
Communication		0	45	90.0%	
21	Is communication between partners involved in the WP satisfactory?	Yes	10		
22	Are there regular meetings for core WP activities?	To a great extent	7.5		We convene regular meetings with partners when working towards specific milestones/activities (e.g. PAI intervention planning with HDx). We haven't convened dedicated WP5 meetings apart from this as core updates are covered in consortium meetings. We anticipate it will be relevant to introduce these in the future to share lessons between PAI interventions and alignment on KPIs.
23	Is communication with partners involved in related WPs satisfactory?	Yes	10		
24	Do meetings and reports follow the planned frequency?	Yes	10		
25	Are meeting minutes distributed after meetings?	To a great extent	7.5		Meeting minutes are distributed as necessary. Agendas are circulated in advance.
		0	240	96.0%	

WP6		Quality Compliance			
		Answer	Score	Percentage	Comments
Scope		0	47.5	95.0%	
1	Are Tasks description up-to-date with the project requirements?	Yes	10		
2	Are the identified Deliverables in line with the project development?	Yes	10		
3	Are tasks and deliverables descriptions documented?	Yes	10		
4	Are KPIs clearly identified and in line with project development?	Yes	10		
5	Are changes with respect to the project plan (if any) sufficiently documented?	To a great extent	7.5		Increased LLM focus will be documented in "Inclusion of LLMs" (GR3) to be submitted by M24
Schedule		0	37.5	75.0%	
6	Is there an approved schedule for activities within single tasks?	To a great extent	7.5		There is internal rough schedule for broken down tasks. There's a lack of documentation about the match between internal schedules and global planning
7	Are dependencies with external activities being respected?	Partially	5		Delivery of data for experiments has been delayed due to lack of responses from the community. Countermeasures are being deployed (e.g. HACID cases in feed)
8	Are the tasks/activities duration estimation appropriate to this time?	Partially	5		See above
9	Are tasks status / % of completion being tracked and documented?	Yes	10		
10	Is the resource allocation appropriate?	Yes	10		
Cost		1	12.5	62.5%	
11	Are all costs and resources in line with the proposal?	To a great extent	7.5		Work that was meant to be done by subcontractors is being done by employees. A change in budget allocation is being requested.
12	Are all costs related to the planned activities within each task correctly estimated?	Partially	5		The increased focus on LLMs is creating additional external costs that are currently being covered pro-bono by HDX with its own funds, outside of HACID. A sustained use of these LLMs for HACID-related experiments may require additional funds in the future (from the EU Commission or as a redistribution from other partners).
13	Are changes with respect to the project plan (if any) sufficiently documented?	N/A	-		
Quality		0	27.5	91.7%	
14	Is there a quality control methodology for Deliverables in place?	Yes	10		
15	Are outputs correctly maintained in a project repository?	To a great extent	7.5		Qualtrix data should be copied/backed up in the project's repository
16	Have corrective actions been taken when required?	Yes	10		
Risk		0	37.5	93.8%	
17	Have new risks been identified and contingency measures planned?	Yes	10		
18	Are known risks continuously monitored?	Yes	10		
19	Are contingency measures for known risks continuously validated for applicability?	Yes	10		
20	Are risk mitigation plans being carried out?	To a great extent	7.5		Nathan acting as replacement during Gioele's parental leave
Communication		0	47.5	95.0%	
21	Is communication between partners involved in the WP satisfactory?	To a great extent	7.5		Timezone differences make communication harder than desired.
22	Are there regular meetings for core WP activities?	Yes	10		
23	Is communication with partners involved in related WPs satisfactory?	Yes	10		
24	Do meetings and reports follow the planned frequency?	Yes	10		
25	Are meeting minutes distributed after meetings?	Yes	10		
		1	210	87.5%	

WP7		Quality Compliance			
		Answer	Score	Percentage	Comments
Scope		0	47.5	95.0%	
1	Are Tasks description up-to-date with the project requiremens?	To a great extent	7.5		The Chatbot work needs updating which will be included in MPI's LLM update
2	Are the identified Deliverables in line with the project development?	Yes	10		
3	Are tasks and deliverables descriptions documented?	Yes	10		
4	Are KPIs clearly identified and in line with project development?	Yes	10		
5	Are changes with respect to the project plan (if any) sufficiently documented?	Yes	10		
Schedule		0	32.5	65.0%	
6	Is there an approved schedule for activities within single tasks?	Partially	5		
7	Are dependencies with external activities being respected?	Not much	2.5		There are delays in delivering the project prototype due to administrative blockings
8	Are the tasks/activities duration estimation appropriate to this time?	To a great extent	7.5		A replanning has been performed but must be validated
9	Are tasks status / % of completion being tracked and documented?	To a great extent	7.5		Activity progress monitoring is performed, however there is still uncertainty in the estimation of duration for some activities
10	Is the resource allocation appropriate?	Yes	10		
Cost		0	25	83.3%	
11	Are all costs and resrouces in line with the proposal?	Partially	5		We will be/have been ramping up spending in the next 12 months
12	Are all costs related to the planned activites within each task correctly estimated?	Yes	10		
13	Are changes with respect to the project plan (if any) sufficiently documented?	Yes	10		
Quality		0	30	100.0%	
14	Is there a quality control methodology for Deliverables in place?	Yes	10		
15	Are outputs correctly maintained in a project repository?	Yes	10		
16	Have corrective actions been taken when required?	Yes	10		
Risk		1	20	66.7%	
17	Have new risks been identified and contingency measures planned?	Partially	5		Crucial dependencies connected to the protoype development have been identified through the dependency mapping exercise that means a lot of the user testing will only be carried out near the end of the project which could impact on D7.2
18	Are known risks continuously monitored?	Partially	5		The dependency mapping exercise is a good start but will need to build in more checks and milestones
19	Are contingency measures for known risks continuously validated for applicability?	Yes	10		
20	Are risk mitigation plans being carried out?	N/A	-		
Communication		0	42.5	85.0%	
21	Is communication between partners involved in the WP satisfactory?	To a great extent	7.5		This is now working well where necessary. Still need to work out how we engage with MPG
22	Are there regular meetings for core WP activities?	Yes	10		
23	Is communication with partners involved in related WPs satisfactory?	Yes	10		
24	Do meetings and reports follow the planned frequency?	Yes	10		
25	Are meeting minutes distributed after meetings?	Partially	5		Minutes/follow-up questions are distributed where necessary (which isn't always)
		1	197.5	82.3%	

WP8		Quality Compliance			
		Answer	Score	Percentage	Comments
Scope		0	45	90.0%	
1	Are Tasks description up-to-date with the project requirements?	Yes	10		
2	Are the identified Deliverables in line with the project development?	Yes	10		
3	Are tasks and deliverables descriptions documented?	Yes	10		
4	Are KPIs clearly identified and in line with project development?	Yes	10		
5	Are changes with respect to the project plan (if any) sufficiently documented?	Partially	5		The delays in the planned dissemination and communication activities imply the risk that certain activities will not be executed. There is currently no defined plan for what will be actually performed in the third year
Schedule		0	37.5	75.0%	
6	Is there an approved schedule for activities within single tasks?	Partially	5		The approved schedule is available but must be reworked in the light of the delays
7	Are dependencies with external activities being respected?	Yes	10		
8	Are the tasks/activities duration estimation appropriate to this time?	Partially	5		Performed activities and duration estimation must be revised
9	Are tasks status / % of completion being tracked and documented?	To a great extent	7.5		Dissemination and communication activities are tracked. Not much exploitation going on yet.
10	Is the resource allocation appropriate?	Yes	10		
Cost		0	30	100.0%	
11	Are all costs and resources in line with the proposal?	Yes	10		
12	Are all costs related to the planned activities within each task correctly estimated?	Yes	10		
13	Are changes with respect to the project plan (if any) sufficiently documented?	Yes	10		
Quality		0	27.5	91.7%	
14	Is there a quality control methodology for Deliverables in place?	Yes	10		
15	Are outputs correctly maintained in a project repository?	To a great extent	7.5		The insertion of the activities is discontinuous
16	Have corrective actions been taken when required?	Yes	10		
Risk		1	25	83.3%	
17	Have new risks been identified and contingency measures planned?	N/A	-		
18	Are known risks continuously monitored?	Yes	10		
19	Are contingency measures for known risks continuously validated for applicability?	Yes	10		
20	Are risk mitigation plans being carried out?	Partially	5		There is awareness about risks leading to delays, but contingency actions have not been planned yet.
Communication		0	50	100.0%	
21	Is communication between partners involved in the WP satisfactory?	Yes	10		
22	Are there regular meetings for core WP activities?	Yes	10		
23	Is communication with partners involved in related WPs satisfactory?	Yes	10		
24	Do meetings and reports follow the planned frequency?	Yes	10		
25	Are meeting minutes distributed after meetings?	Yes	10		
		1	215	89.6%	