



Joint Action  
Antimicrobial Resistance and  
Healthcare-Associated Infections



Co-funded by the  
Health Programme  
of the European Union

# Work Package n° 1 Coordination

WP leader: Inserm

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MINISTÈRE  
DES SOLIDARITÉS  
ET DE LA SANTÉ

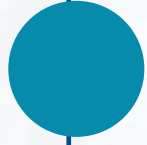


**Inserm**

La science pour la santé  
From science to health



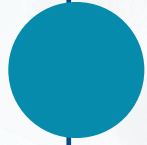
**WP objectives**



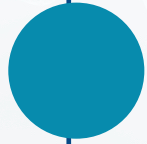
**Work description, Progress, Achievements & Timeline**



**Periodic Reporting**



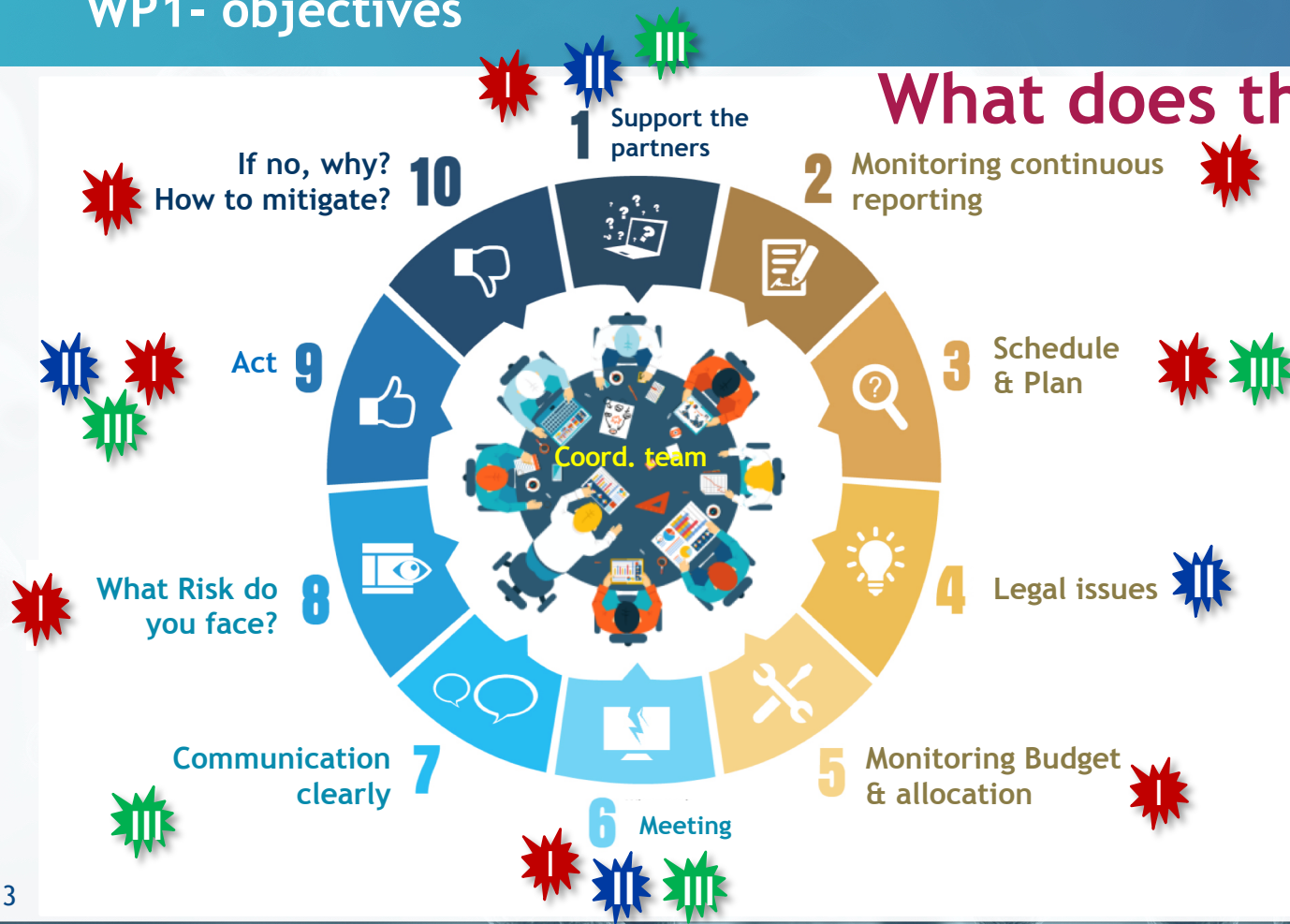
**Risks encountered & Amendment**



**Next steps for Year 2**



## What does this cover?



**I. Technical Implementation**

**II. Legal & Administrative Implementation**

**III. Communication**

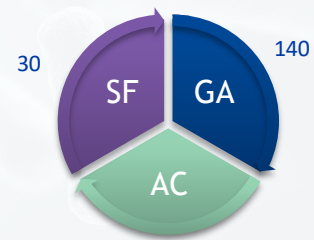
# Work Description, Progress & Timeline



**Task 1:**  
Strategic steering



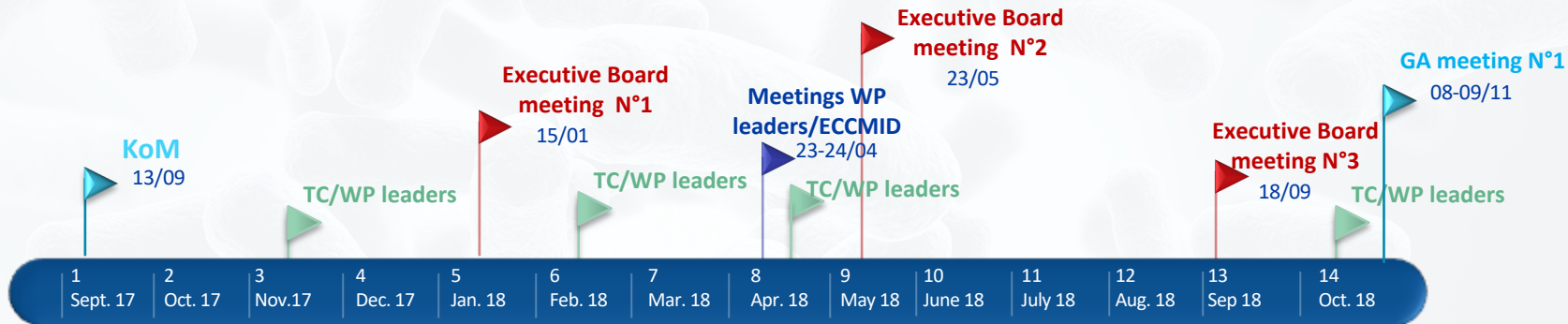
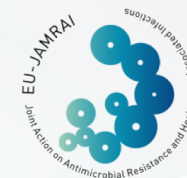
*On schedule*



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# Work Description, Progress & Timeline

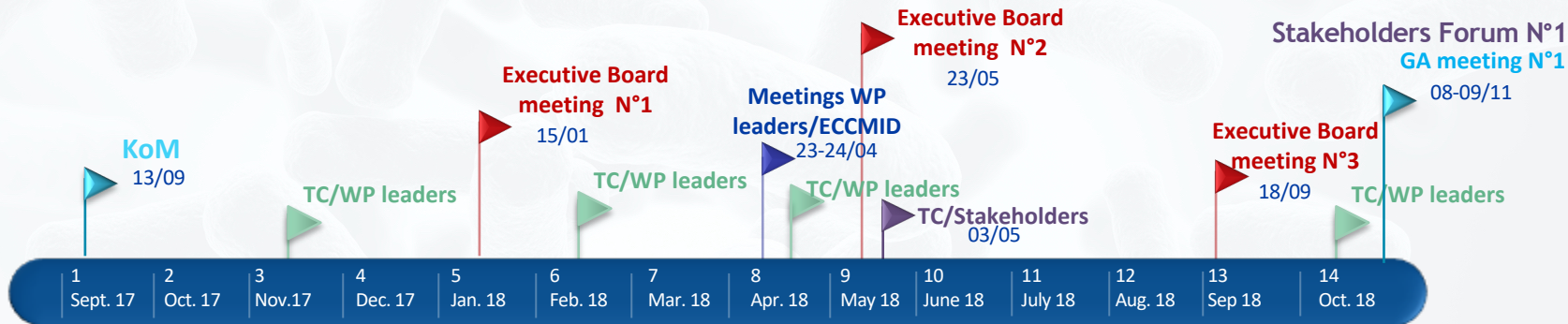
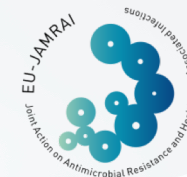


**Task 1:**  
Strategic steering



*On schedule*

# Work Description, Progress & Timeline



**Task 1:**  
Strategic steering



*On schedule*

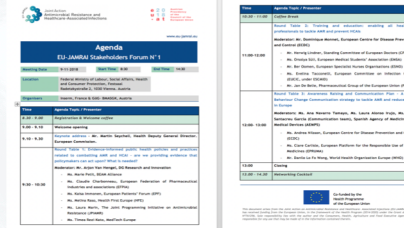
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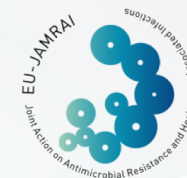


## Stakeholders Forum - 9 Nov.





# Work Description, Progress & Timeline



**Task 1:**  
Strategic steering



*On schedule*

1



2



3



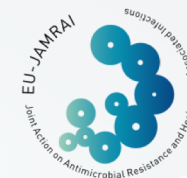
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# Work Description, Progress & Timeline



**Task 1:**  
Strategic steering



*On schedule*

**Task 4:**  
Communication with CHAFEA / DG SANTE

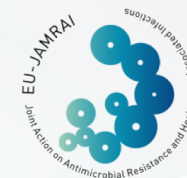


*On schedule*

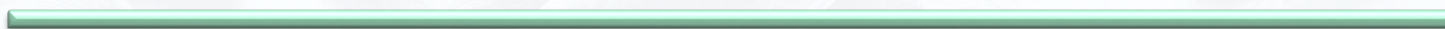




# Milestones & internal reports



**Task 2:** Contractual & financial management



*On schedule*

**Task 3:** Periodic reporting



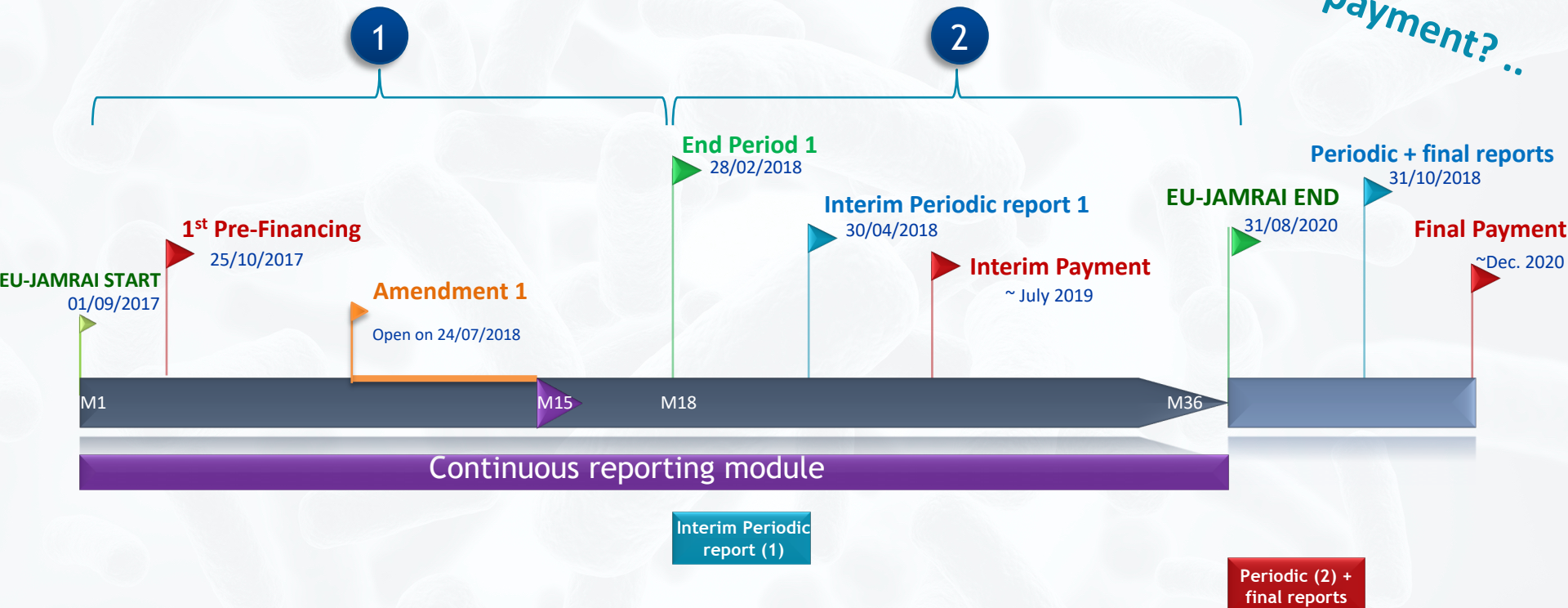
*On schedule*

# EU-JAMRAI Timeline



When to report?  
When to receive payment? ..

Do we need to submit documents to claim the payment?



Task 2: Contractual & financial management

Task 3: Periodic reporting



# Periodic reporting - Technical report

Save the Date  
**Feb. 2019**

## Part B Narrative

- Explanation of the work carried out and overview of the progress towards the objectives
- Update of the dissemination of results.
- Explanations on deviations from DoA

*Submitted in a pdf through the **Periodic reporting** module by the coordinator*

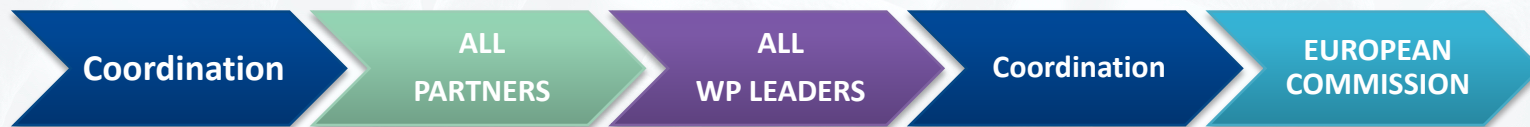
## Part A

- Publishable summary
- Data from Continuous reporting: Deliverables, Milestones, risks, etc.

*generated by the IT system, based on information received from the **continuous reporting** module*

# Tentative retroplanning for preparing Period 1 > Technical report

How to report?



## Feb. 2019

- Template « Period 1 Partner contribution » report sent to partners
- Template « Period 1 WP leader » report sent to WP leader
- Individual dissemination report sent to partners

## Mid March 2019

- Partner's contribution reports sent to WP leaders to allowing them complete the full WP report

## End March 2019

- Completed WP reports
- Deliverables in electronic format (pdf)

## End April 2019

- Completed TRP1 submitted by coordinator on the EC portal

→ Coordinator



# Periodic reporting - Financial report

3

A periodic summary financial statement including the request for payment

*created automatically by the IT tool based on the information entered through the Periodic Reporting module*

2

Explanation on the use of resources

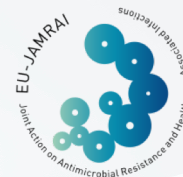
*Beneficiaries complete online*

1

Individual financial statements from each beneficiary and affiliated entity

*Beneficiaries complete online*

# Tentative retroplanning for preparing Period 1 > Financial report



## Feb 2019

- Template Financial statement + use of resources
- Guidance for declaration of costs on the EC portal
- Information on financial status

## March 2019

- Completed templates
- Upon green light from Coord., each partner complete its Financial statement + use of resources on the EC portal

## April 2019

- All Financial statement + Use of resources submitted in one batch by Inserm on the EC portal
- All originals should be kept at each partner offices.



## Audit certificates

- A certificate on the financial statements (CFS) must be submitted for each beneficiary (and linked affiliated entities) that requests total of a €325 000 € or more as reimbursement of actual costs

## Audits

- The Agency audits during the project or up to 2 years after payment of the balance payment in order to check, review and audit the proper implementation of the JA and its compliance with the GA.
- Audit strategy focused on risk and fraud prevention

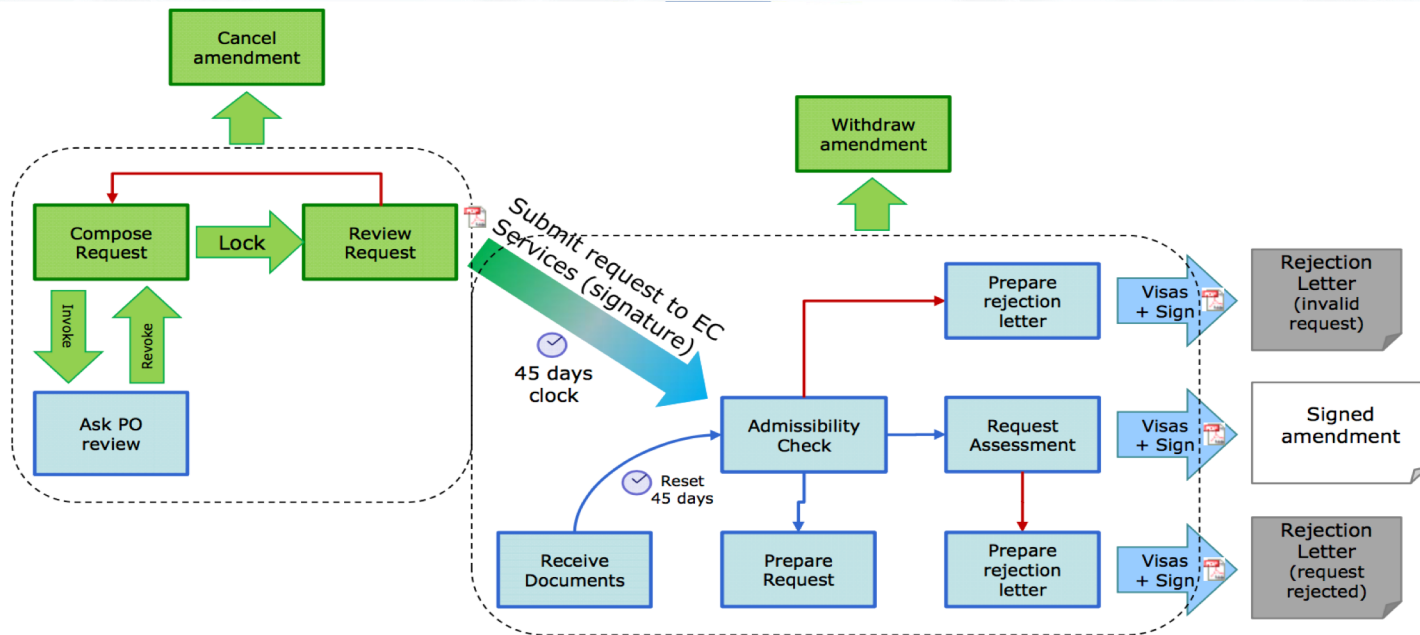
# Risks encountered & Amendment



Budget transfers and re-allocation	Amendment needed?
From one beneficiary to another	NO
From one budget category to another	NO
Re-allocation of Annex 1 tasks	YES
New subcontracts	YES
New affiliated entities	YES



# Risks encountered & Amendment



Internals

Externals

## Next steps for year 2

- *Amendment Request N° 1*
- *Consortium Agreement*
- *Follow-up & analysis of the internal financial status for the 1<sup>st</sup> year*
- *Preparation of the Interim reporting (technical & financial)*
- *Management & distribution of the interim payment*
- *Monitoring Continuous reporting*
- *Assistance to EU-JAMRAI partners*
- *Main next meetings:*
  - *ExB to be fixed: in Feb. 2019, June 2019*
  - *Assistance of the ISS' team in the preparation of the Annual Meeting & Stakeholders Forum in September 2019 in Rome, Italy*



# The Coordination team

EU-JAMRAI



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*\* This presentation arises from the Joint Action on Antimicrobial Resistance and Healthcare-Associated Infections (EU-JAMRAI), which has received funding from the European Union, under the framework of the Health Program (2014-2020) under the Grant Agreement N° 761296. Sole responsibility lies with the author and the Consumers, Health, Agriculture and Food Executive Agency is not responsible for any use that may be made of the information contained herein.*