

ANNEX 11. Quality Assurance Check List for Review of Deliverable: Development of guidelines on the project management and reporting (Task 6.2)

Author(s) responsible for the deliverable: Dr Đurađ Milošević, Dr Dušanka Cvijanović, Dr Snežana Radulović

WP leader: Dr Snežana Radulović

QA reviewer(s): Dr Milica Stojković Piperac

Assurance point	Issues to be addressed	Assessment	Comments	Recommendations
1. Compliance with the objective of ECOBIAS	Does the deliverable comply with the overall objectives of the project?	<input checked="" type="checkbox"/> yes <input type="checkbox"/> no <input type="checkbox"/> partially		
2. Compliance with the specific objectives of the workpackage	Does the deliverables comply with the WP objectives as specified in the WP description?	<input checked="" type="checkbox"/> yes <input type="checkbox"/> no <input type="checkbox"/> partially		
3. Correspondence with the description of work of the relevant activity	Does the deliverable correspond with the activity description as specified in the application Form?	<input checked="" type="checkbox"/> yes <input type="checkbox"/> no <input type="checkbox"/> partially		
4. Compliance with the deliverables format	Is the deliverable presented using the Project's deliverable format	<input checked="" type="checkbox"/> yes <input type="checkbox"/> no		
5. Adequacy of complementary information	Examples of complementary info: External sources used Bibliography List of contacts Methodology used (i.e. for surveys)	<input checked="" type="checkbox"/> yes <input type="checkbox"/> no		
6. Adequacy of written language	Level of written English	<input checked="" type="checkbox"/> excellent <input type="checkbox"/> adequate <input type="checkbox"/> poor		
Overall assessment and suggestions for improvement	Management guidelines is written and defined on time. It contain all required information.			
Date of Quality Assurance performed by QAT reviewers: 10/10/2020				
Deadline for submission of amended version of the deliverables:				

