



# FIREMAN

Framework for the  
Identification of  
Rare  
Events via  
**MA**chine learning and IoT  
**N**etworks



D1.1 Quality Assurance Plan  
v2 April 2020

# Technical management (1)

- WP leaders are responsible for organizing their internal activities with the Task leaders.
- More general deliverables are to be presented in ppt following a proposed template respecting the deadlines.
- Technical deliverables will be presented as full reports [NEW].
- Deliverables shall be first sent to the Project and Technical Coordinator, who will review the material before being published in FIREMAN website.
  - Technical deliverables will involve external reviewers as well [NEW]
- Technical tasks are (weakly) suggested to focus on joint publications (in special issues)
- WPL shall create folders in sharepoint related to their WPs.
- Minutes to be saved as: ***WPX\_TY\_YYYYMMDD\_minutes.docx***

# Technical management (2)

- Yearly reports to CHIST-ERA (April)
- When requested by CHIST-ERA, the (project/technical) coordinators will start circulating the first drafts of the report, stable version shall be ready two weeks before the meeting.
- Financial reports are related to the specific national funders.

# Technical management (3)

- The project coordinator will organize monthly telco with the steering group to discuss the project progress, possible issues and risks.
- At least one F2F meeting per year, preference given to Barcelona, CHIST-ERA project meeting or international conference where FIREMAN organizes a workshop
  - Try to have 2 per year!
- Data Management Plan to be proposed by AIT at M6
  - Discussion about data storage with CTTC