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# FIRST-Nuclides

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## DELIVERABLE (D-N°:**5.8**) Communication Action Plan

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Project co-funded by the European Commission under the Seventh Euratom Framework Programme for Nuclear Research & Training Activities (2007-2011)		
Dissemination Level		
<b>PU</b>	Public	X
<b>RE</b>	Restricted to a group specified by the partners of the <b>FIRST-Nuclides</b> project	
<b>CO</b>	Confidential, only for partners of the <b>FIRST-Nuclides</b> project	



## **DISTRIBUTION LIST**

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Mr. Christophe Davies (European Commission)	One electronic copy submitted via participant portal	
All consortium members and European Commission	One electronic copy available on the public area of the FIRST-Nuclides webportal	

## Introduction

The FIRST-Nuclides Communication Action Plan describes the strategy of internal and external communication of issues related with the project. All actions described in this Communication Action Plan have been presented at the project “kick-off” meeting in February 2012.

Communication tools are the main actions to develop helping the communication and dissemination of knowledge generated during the FIRST-Nuclides project. Those tools are selected taken into account the interested groups to which the information is addressed.

With respect to acknowledgement of EU funding, any dissemination activities and publications in the project, including the project website, will (i) specify that the project has received Community research funding and (ii) display the European emblem. When displayed in association with a logo, the European emblem will be given appropriate prominence. The text to acknowledge EU funding (GA art. II.30.4) is as follows:

*"The research leading to these results has received funding from the European Union's European Atomic Energy Community's (Euratom) Seventh Framework Programme FP7/2007-2011 under grant agreement n° 295722 (FIRST-Nuclides project)."*

In the present action plan, the communication tools, interested parts and targets within the FIRST-Nuclides project are detailed. Each section provides the following information:

- 1) Communication tools: Description of the tools to be developed during the project. The purpose of using those tools is to disseminate the generated knowledge within the FIRST-Nuclides.
- 2) Targets: Presentation of the groups that could have an interest of the outputs of the project.
- 3) Deliverables: Explanation of the ways within the project to ensure the development of the planned communication measures.

### 1) Communication tools

All communication tools that will be developed in the frame of the dissemination of knowledge generated within the FIRST-Nuclides project is presented in this section.



❖ **WEB portal of the project (<http://www.firstnuclides.eu/>) and the intranet**

A web portal (<http://www.firstnuclides.eu/>) has been established to facilitate the communication among project partners and with a broader interested community. The website will be regularly up-dated and will be available for 5 years subsequent to the project. The organization of the website is divided in two parts:

- i. Public web space
- ii. Restricted web space

The public web space is opened to the broad community and provides information of the project that could be of interest for the community. The information available at the opened website is the description of the project, beneficiaries with each respective webpages, activities of the project and important events. Besides, all public deliverables will be uploaded. The aim of developing the webpage with public access is to ensure the dissemination of the knowledge generated within the project and to make the project known by possible end-users and stakeholders.

The intranet is restricted to the members of the consortium and the European Commission. It is a tool that allows internal project communication and information exchange between partners. The restricted area is reached from the home page of the website and is protected by a username and password, which is provided by the coordination team of the project. The intranet of the project will be only available for the project consortium.

❖ **Organization of three Annual Workshops and the “kick-off” meeting.**

A “kick-off” meeting two Annual and one Final Project Workshops are planned to be organized during the FIRST-Nuclide project. The “kick-off” meeting was held in Barcelona (Spain) on the 9<sup>th</sup>-10<sup>th</sup> of February, 2012 with the purpose to ensure that all participants agreed on the aim of the project, how it is organized and other issues related with the progress of the project. The 1<sup>st</sup> Annual Project Workshop will be held in Budapest (Hungary) 9<sup>th</sup>-11<sup>th</sup> October 2012.

Annual Workshops (AW) are useful in terms of (i) integration of the work done during the project, (ii) discussion of results among partners and (iii) communication of the progresses achieved within the project to the attendants.

These annual workshops are opened to external organizations. The Workshop announcement is delivered to the participants 4 months before the corresponding meeting by electronic brochures, distributed by email and uploaded in the web portal.



Other communication activities such as topical sessions and proceedings are associated with annual workshops.

Topical session: Sessions organized in each AW where specific presentations will be held to address issues of concern of the project, but not necessarily developed within the project.

Proceedings: Edition and publication of proceedings of the AW after each workshop with the description of the scientific results obtained within the project ensuring the knowledge dissemination. Workshop proceedings will be published as KIT Scientific Reports and will be available from KIT services and project website. Scientific and Technical (S+T) contributions as well as brief summaries of each workpackage activities are the basis for the edition of the AW proceeding. The S+ T contributions will be subjected to review by the End User Group (EUG members) in order to ensure high quality and broad acceptance.

#### ❖ *Edition of annual newsletters*

Every year, an electronic newsletter will be edited informing on the advance of the project. Newsletters will be uploaded at the website.

#### ❖ *Participation of project partners at international conferences*

All partners have been encouraged to present the project as a whole or specific scientific-technical achievements at national and international conferences, workshops and other types of events. The project will be presented in four international conferences which are cited in the following table.

**Table 1.** International conferences where the project as a whole was presented or will be presented

<i>Conference</i>	<i>Location</i>	<i>Date</i>
ATALANTE - Nuclear chemistry for sustainable fuel cycles	Montpellier, France	2-7 <sup>th</sup> September 2012
e-MRS, Spring meeting	Strasbourg, France	14-18 <sup>th</sup> May 2012
Spent Fuel Workshop	Avignon, France	18-19 <sup>th</sup> April 2012

### ❖ *Project presentation material*

A generic poster presenting the project has been generated with the purpose of using it in conferences, workshops or other events.

Besides, a document of about 4 pages describing the project, its objectives, structure, activities, etc., has been edited to be published in the EC catalogue of funded projects.

### ❖ *Scientific publications*

There are no specific plans concerning the dissemination of scientific-technical results through reviewed publications. Reflecting previous experiences, the persons involved in driving the scientific-technical program have a keen interest in publishing their results in prominent reviewed journals. For this reason the Coordination Team will remind the project partners about this preferred form of publishing the scientific-technical project outcome. This type of publication will be documented in the periodic reporting, as well as in the project website ([www.firstnuclides.eu](http://www.firstnuclides.eu)).

### ❖ *Associated Groups*

The project will establish specific agreements with Associated Groups. The associated group are not beneficiaries of the project, thus, they may participate to the project at their own costs with specific RTD contributions or particular information exchange functions. This is done in view of promoting integration of interested groups to the project and to achieve an efficient dissemination and communication of the project activities.

### ❖ *IGD-TP*

It is envisaged to inform the Implementing Geological Disposal of Radioactive Waste Technology Platform about the Annual Workshops of the FIRST-Nuclides as well as provide them the generic poster in case they consider appropriate to upload in their website (<http://www.igdtp.eu/>).

### ❖ *Other internal communication methods*

In addition to the intranet and the scheduled project meetings, all beneficiaries will communicate with each other using the daily communication instruments, via email and telephone.

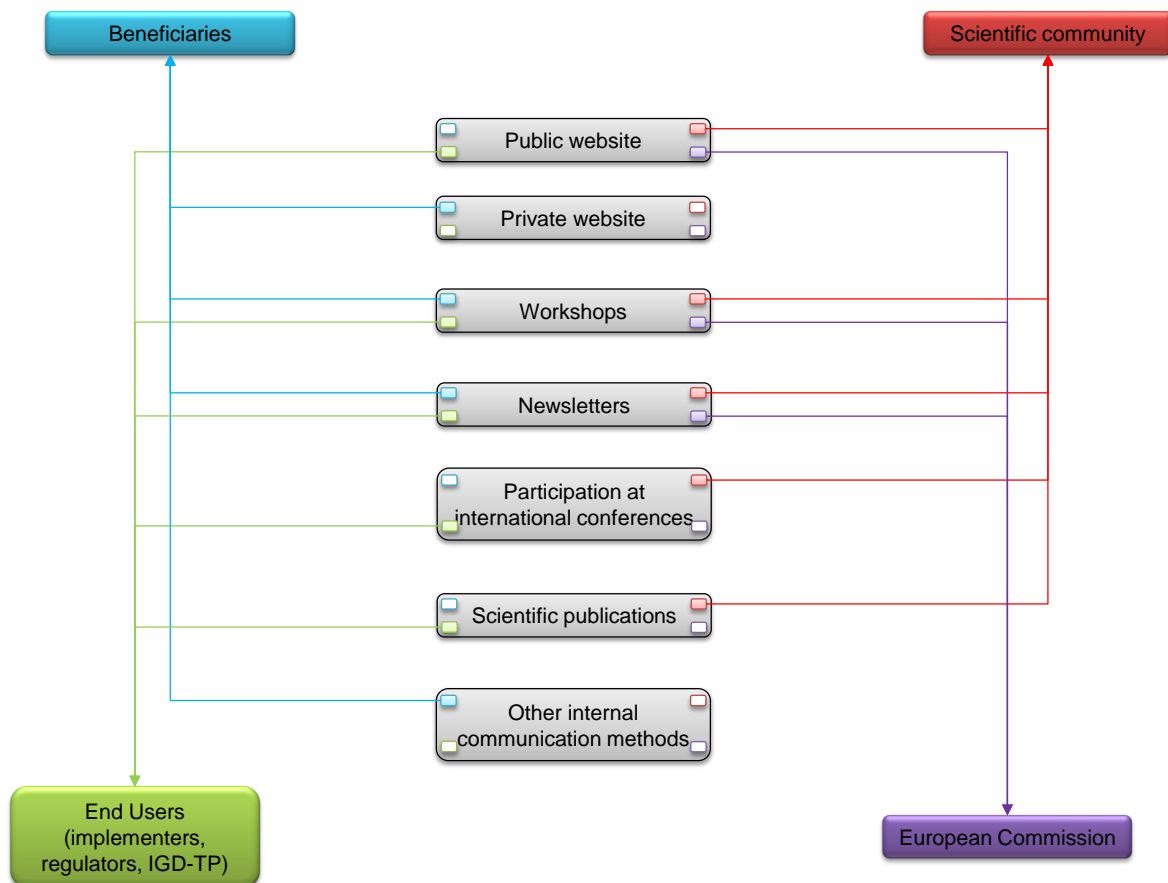
## 2) Targets

The main goal of the dissemination and communication task of the FIRST-Nuclide project is to inform to the interested parts about the results and progresses achieved during the project. The target groups considered for this project are the following:

- FIRST-Nuclides beneficiaries
- End-users (implementers, regulators, IGD-TP)
- European Commission
- Scientific community

Not all the communication tools presented above will be used to disseminate project information to all the interested parts. As all groups of FIRST-Nuclides project are involved in the scientific community, more specifically in the nuclear field, the language in the dissemination materials will remain in a scientific level.

Following, it is presented a scheme on the relation between the interested parts and the communication tools that will be used (Figure 1).



**Figure 1.** Relations between the interested parts and the tools used to disseminate project information

### 3) Deliverables

A specific workpackage within the FIRST-Nuclides project (WP5) has been created to carry out with the knowledge and dissemination activities. Several deliverables have been scheduled during the project life where all previous activities and tools developments should be reported. The list of deliverables and the associated deadlines are presented in Table 2. It should be considered that month 1 corresponds to January 2012.

**Table 2.** List of deliverables of WP5 of the FIRST-Nuclides project and the associated deadlines. Month 1 stands for January 2012

Del. N°	Deliverable name	Nature	Dissemination level	Due date
D5.1	State-of-the-Art report	R	PU	6/18/33
D5.2	1st Annual Workshop Proceedings	R	PU	15
D5.3	2nd Annual Workshop Proceedings	R	PU	27
D5.4	3rd Annual Workshop Proceedings	R	PU	36
D5.5	Establishing and regularly updating public web portal and project internal intranet site	O	PU/CO	1
D5.6	Poster presentation of the project	O	PU	1
D5.7	Project presentation	O	PU	3
D5.8	Communication Action Plan	O	CO	6
D5.9	Electronic Brochures with the workshop announcement	O	PU	9/21/30
D5.10	Annual newsletters informing on the advance of the project	O	PU	6/18/30
D5.11	Workshop programmes	O	PU	10/22/31
D5.12	Presentation of the project at the Spent Fuel Workshop and preparation of a full paper	O	PU	5
D5.13	Final scientific report	R	PU	36
D5.14	Plan for training course	R	PU	12

Nature: (R) Report; (O) Other

Dissemination level: (PU) Public; (CO) Confidential

