CrossEU

D6.8 – Project Handbook

WP6 - Task 6.4
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Author(s)	Laurentiu Ciuhu (MeteoRo), Irina Ion (MeteoRo), Dana Micu (MeteoRo)
Reviewed by	Paul Bowyer (Hereon), Sorin Cheval (MeteoRo), Anne-Charlotte Costabadie (LGI), Jon Cox (WMO), Cristiano Franceschinis (UNIPD), Kirsten Halsnæs (DTU), Thomas Judes (LGI), Per Skougaard Kaspersen (DTU), Alice Ludvig (BOKU), Shreya Some (DTU), Mara Thiene (UNIPD), Liliana Velea (MeteoRo)
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Executive Summary

The Project Manual (PH) is designed to guide project partners in the successful implementation of the CROSSEU project, ensuring compliance with all obligations outlined in the Grant Agreement (GA). Its goal is to provide all partners with a consistent reference point and a unified understanding of methods and procedures. The manual emphasizes Intellectual Property Rights (IPR), ethical and security assessments, gender considerations in publications and research, data protection, and risk management.

Keywords

Climate change, socio-economic risks, decision support, cross-sectoral, climate change impact, data protection, intellectual property rights, risk management.

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Introduction

This handbook establishes the core policies and procedures for the CROSSEU project, focusing on several key areas critical to successful implementation. It outlines processes for identifying, assessing, and mitigating risks that could impact project execution. Clear guidelines and protocols for collecting, storing, accessing, and sharing project data are provided, ensuring effective data management. Ownership rights and responsibilities regarding intellectual property generated by the project are defined in the Intellectual Property Rights (IPR) section.

The handbook offers guidance on conducting ethical and security assessments throughout the project lifecycle, ensuring that all activities comply with relevant standards. It promotes the integration of gender considerations within project publications and research activities, reflecting a commitment to gender equality. Clear procedures are established for data collection, storage, and access, ensuring compliance with relevant regulations and safeguarding data protection.

A comprehensive framework for risk identification, assessment, mitigation, and monitoring is defined, ensuring robust risk management throughout the project.

As a living document, this handbook will be maintained and updated throughout the CROSSEU project's lifecycle, with changes and revisions made as necessary to reflect evolving project needs and address any emerging issues.

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1. General Information

1.1. Contact persons

Up to date contact information for specific experts participating in the project implementation, including e-mail addresses can be found on the CROSSEU Teams & Sharepoint area. As this document is a public deliverable, the e-mail addresses are not included in the following table.

Table 1. Contact information

No	Participant Name	Short Name	Contact Persons
1	ADMINISTRATIA NATIONALA DE METEOROLOGIE R.A.	MeteoRo	Sorin Cheval, Laurentiu Ciuhu
2	WORLD METEOROLOGICAL ORGANIZATION	WMO	Jon Cox
3	UNIVERSITA DEGLI STUDI DI PADOVA	UNIPD	Mara Thiene, Cristiano Franceschinis, Marco Borga
4	CONOSCENZA E INNOVAZIONE SOCIETA ARESPONSABILITA LIMITATA SEMPLIFICATA	K&I	Gabriele M. Quinti, Giovanna Murari
5	HELMHOLTZ-ZENTRUM HEREON GMBH	HEREON	Paul Bowyer
6	LGI SUSTAINABLE INNOVATION	LGI	Thomas Judes
7	ELECTRICITE DE FRANCE	EDF	Boutheina Oueslati, Sandrine Charousset
8	UNIVERSITAET FUER BODENKULTUR WIEN	BOKU	Alice Ludvig, Katharina de Melo
9	DANMARKS TEKNISKE UNIVERSITET	DTU	Kirsten Halsnæs, Per Skougaard Kaspersen, Shreya Some

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10	UNIVERSITATEA DIN BUCURESTI	UB	Mihai Adamescu
11	CESKA ZEMEDELSKA UNIVERZITA V PRAZE	CZU	Urban Ales
12	UNIVERSITY OF EAST ANGLIA	UEA	Nicholas Vasilakos, Katie Jenkins, Rachel Warren
13	UNIVERSITY COLLEGE LONDON	UCL	Olivier Dessens
14	WORLD ENERGY & METEOROLOGY COUNCIL	WEMC	Alberto Troccoli
15	UNITED KINGDOM RESEARCH AND INNOVATION	UKRI	Esther Turner, Bethan Perkins, Brian Matthews

1.2. Project info

The CROSSEU project addresses the growing societal need to reduce climate-damaging actions, adapt to anticipated consequences of climate change, and enhance socio-economic resilience. It aims to deliver a climate-sensitive framework, including a ready-to-use decision support system platform and technical recommendations, to guide investment decisions, cost-effective adaptation and mitigation options, and policy responses to climate change.

The project advances understanding of the socio-economic risks and response options associated with climate change impacts in Europe over different timeframes, including the post-COVID-19 societal-environmental transformation. It provides practical recommendations for political and societal action. The proposed solutions are based on a comprehensive assessment of the socio-economic risks of climate change using a cross-sectoral hierarchical approach and storylines addressing key climate hazards in various socio-economic sectors and sensitive areas across countries and regions in Europe.

CROSSEU offers a ready-to-use solution that integrates complex information from available climate risk datasets and non-climatic sectoral

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data collected during the project and derived through modelling based on demand-driven climate-socio-economic pathways. The project is designed to bridge science-based information about the economic impacts of climate change. Its unique contributions are: (i) quantifying costs of existing and emerging socio-economic risks and opportunities at the NUTS3 level, (ii) improving representation of adaptation within biogeophysical climate change risk, and (iii) better considering modelling uncertainties by identifying their nature and systematically assessing their characteristics to enable better-informed and robust decision-making.

CROSSEU is based on eight case studies associated with event-based storylines (STLs) which cover a variety of climate and socio-economic contexts in the EU, ensuring their relevance and supporting the upscaling process. The event-based STLs focus on four of Europe's key climate hazard categories: storms, heatwaves, droughts, and snow. Two STLs address the impact of extreme events in a cross-sectoral multi-hazard risk framework and the indirect climate change impacts and spillover effects to Europe.

The CROSSEU case studies investigate:

1. Health sectors in the United Kingdom and Czech Republic,
2. Multi-year drought on agriculture and food security in Central and South-Eastern Europe,
3. Storm damage in Southwestern Denmark and Northern Germany,
4. Valuation of social benefits of flood and flash flood adaptation and mitigation in Northeastern Italy,
5. Snow-related hazard risks in the European Alps and Carpathians,
6. Risks for socio-ecological systems in the Lower Danube,
7. Concurrent climate hazards on energy systems in Europe, and
8. Transboundary effects on agriculture and labor productivity.

1.3. Project webpage

The CrossEU website was launched in late May 2024 and is available to view at www.crosseu.eu.

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2. Intellectual Property Rights (IPR)

2.1. Background and access rights to background

The beneficiaries must give each other, access to the background identified as needed for implementing the project, subject to any specific rules in Annex 5 of the Grant Agreement for Background' means any data, know-how or information — whatever its form or nature (tangible or intangible), including any rights such as intellectual property rights — that is:

(a) held by the beneficiaries before they acceded to the Grant Agreement and Consortium Agreement;
(b) needed to implement the project or exploit the results.

If background is subject to rights of a third party, the beneficiary concerned must ensure that it is able to comply with its obligations under the Agreement.

2.2. Foreground Data in CROSSEU

2.2.1. Foreground Data Definition

In the context of CROSSEU, foreground data refers to information specifically generated or collected during the project that is directly related to the assessment of climate risks and the development of socio-economic resilience strategies. Foreground data complements background data, which provides general information about climate change and socio-economic factors.

2.2.2 Sources of Foreground Data

CROSSEU gathers foreground data from various sources, including:

- Field studies and surveys: Conducting field studies and surveys in specific geographic areas and sectors provides detailed information on local climate risks, vulnerabilities, and resilience capacities.
- Case studies and pilot projects: Analysing case studies and pilot projects can offer valuable insights into successful and unsuccessful resilience measures in different contexts.
- Expert workshops and stakeholder consultations: Engaging experts and stakeholders from diverse backgrounds generate a wealth of knowledge and perspectives on climate risks and resilience strategies.
- Modelling and simulations: Employing computational models and simulations can help assess the impacts of climate change scenarios

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on socio-economic systems and evaluate the effectiveness of resilience interventions.

2.2.3 Examples of Foreground Data

- Detailed assessments of local climate hazards and their impacts on specific sectors (e.g., agriculture, infrastructure, health).
- Identification of vulnerable communities and critical infrastructure elements at risk from climate change.
- Evaluation of existing resilience measures and their effectiveness in reducing climate risks.
- Development of tailored resilience strategies for different regions, sectors, and communities.
- Cost-benefit analysis of potential resilience investments and interventions.

2.2.4 Importance of Foreground Data

Foreground data plays a crucial role in CROSSEU by:

- Providing context-specific and actionable information for developing targeted resilience strategies.
- Enabling the project to address the unique challenges and vulnerabilities of different regions, sectors, and communities.
- Facilitating the evaluation of the effectiveness of resilience measures and informing future decision-making.
- Contributing to the development of a comprehensive and evidence-based CROSSEU framework.

2.3. Ownership of results

The granting authority does not obtain ownership of the results produced under the action, in accordance with Article 16.2 of the Grant Agreement.
'Results' means any tangible or intangible effect of the action, such as data, know-how or information, whatever its form or nature, whether it can be protected, as well as any rights attached to it, including intellectual property rights.

2.4. Rights of use of the granting authority on materials, documents and information received for policy, information, communication, dissemination and publicity purposes

The granting authority has the right to use non-sensitive information relating to the project and materials and documents received from the

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beneficiaries (notably summaries for publication, deliverables, as well as any other material, such as pictures or audio-visual material, in paper or electronic form) for policy, information, communication, dissemination and publicity purposes — during the project or afterwards.

The right to use the beneficiaries' materials, documents and information is granted in the form of a royalty-free, non-exclusive and irrevocable licence, which includes the following rights:

(a) use for its own purposes (in particular, making them available to persons working for the granting authority or any other EU service (including institutions, bodies, offices, agencies, etc.) or EU Member State institution or body; copying or reproducing them in whole or in part, in unlimited numbers; and communication through press information services)

(b) distribution to the public (in particular, publication as hard copies and in electronic or digital format, publication on the internet, as a downloadable or non-downloadable file, broadcasting by any channel, public display or presentation, communicating through press information services, or inclusion in widely accessible databases or indexes)

(c) editing or redrafting (including shortening, summarising, inserting other elements (e.g. meta-data, legends, other graphic, visual, audio or text elements), extracting parts (e.g. audio or video files), dividing into parts, use in a compilation)

(d) translation

(e) storage in paper, electronic or other form

(f) archiving, in line with applicable document-management rules

(g) the right to authorise third parties to act on its behalf or sub-license to third parties the modes of use set out in Points (b), (c), (d) and (f), if needed for the information, communication and publicity activity of the granting authority))

(h) processing, analysing, aggregating the materials, documents and information received and producing derivative works.

The rights of use are granted for the whole duration of the industrial or intellectual property rights concerned.

Suppose materials or documents are subject to moral rights or third-party rights, including intellectual property rights or rights of natural persons on their image and voice. In that case, the beneficiaries must ensure that they comply with their obligations under this Agreement (in particular, by obtaining the necessary licences and authorisations from the rights holders concerned).

Where applicable, the granting authority will insert the following information:

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"© – [year] – [name of the copyright owner]. All rights reserved. Licensed to the [name of granting authority] under conditions."

2.5. Specific rules on IPR, results and background

Specific rules regarding intellectual property rights, results and background (if any) are set out in Annex 5 of the Grant Agreement.

2.6. Consequences of non-compliance

If a beneficiary breaches any of its obligations under this Article, the grant may be reduced (see Article 28, Annex 5 of the Grant Agreement).

Such a breach may also lead to other measures described in Chapter 5.

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3. Ethical and security assessments

In today's interconnected world, organisations face a multitude of ethical and security challenges when conducting research, handling sensitive data, and developing new technologies. To address these challenges and ensure compliance with relevant European legislation, it is crucial to establish robust ethical and security frameworks. This document outlines the ethical and security principles that guide our organization's operations, ensuring that we conduct our activities in a responsible, transparent, and compliant manner.

3.1. Data privacy

We are committed to protecting the privacy of individuals and adhering to all applicable data privacy regulations, including the General Data Protection Regulation (GDPR) in the European Union. This means:

- Obtaining informed consent: Before collecting or processing any personal data, we obtain explicit and informed consent from the individuals concerned. This consent must be freely given, specific, informed, and unambiguous. Consent is requested also in case of interviews. Persons to be interviewed are informed about the main characteristics of the CROSSEU project and the aim and the object of the interview as well as the motivation(s) of their (requested) involvement. They are also informed about the rules related to data/information protection, storage and utilisation.
- Minimising data collection: We only collect and process the minimum amount of personal data necessary for the specified purpose. We do not collect or process data that is irrelevant or outdated.
- Ensuring data security: We implement appropriate technical and organisational measures to protect personal data from unauthorised access, use, disclosure, alteration, or destruction. This includes data encryption, access controls (e.g. personal data on people interviewed are accessible only to the person who did the interview, and they are destroyed when possible and anyway before the end of the CROSSEU project), and regular security audits.
- Respecting data subjects' rights: We respect the rights of data subjects, including their right to access, rectify, erase, and restrict the processing of their personal data. We also provide clear and transparent information about how we use their data.

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3.2. Bias and fairness

We strive to minimise bias in all aspects of our research, development, and decision-making processes. This includes:

- Using inclusive language: We avoid using language that is discriminatory or offensive to any group of people.
- Diversifying research teams: We encourage diversity in our research teams to ensure that a range of perspectives are considered.
- Employing appropriate methodologies: We use appropriate methodologies that are designed to minimise bias and ensure fairness. This includes using appropriate sampling techniques, control groups, and statistical analyses.

3.3. Social impact

We carefully consider the potential social implications of our research, development, and activities. This means:

- Assessing potential benefits and risks: We identify and evaluate the potential benefits and risks of our project for all stakeholders. This includes considering the impact on individuals, communities, and society as a whole.
- Mitigating potential negative impacts: We develop and implement strategies to mitigate any potential negative impacts of our project. This may include measures to protect vulnerable groups, promote social inclusion, and address environmental concerns.
- Engaging with stakeholders: We engage with relevant stakeholders throughout the project lifecycle to gather feedback and address their concerns.

3.4. Responsible Conduct of Research

We adhere to established principles of research ethics, such as those outlined in the Belmont Report (https://www.hhs.gov/ohrp/regulations-and-policy/belmont-report/index.html). These principles include:

- Respect for persons: We treat all research participants with respect and dignity, conducting interviews and implementing the project while ensuring the protection of personal data. This includes

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obtaining informed consent, protecting their privacy, and avoiding coercion or exploitation.

- Beneficence: We strive to maximise the potential benefits of our research and minimise potential risks.
- Justice: We ensure that the benefits and risks of our research are distributed fairly among all stakeholders.

3.5. Security considerations

3.5.1. Security Measures and Procedures

We are committed to protecting classified and/or sensitive data/information. This means:

- Implementing strong access controls: We implement strong access controls to restrict access to sensitive information only to authorised personnel. User access rights should be granted based on the principle of least privilege, granting the minimum level of access required to fulfil job duties.
- Protecting data in transit and at rest: We utilise encryption techniques to protect data in transit and at rest, minimising the risk of unauthorised access or modification. Regularly backing up critical data ensures recoverability in case of security incidents.
- Establishing an incident response plan: We establish a well-defined incident response plan that outlines procedures for identifying, containing, and mitigating security breaches. This plan should encompass clear communication protocols for notifying relevant stakeholders.
- Providing security awareness training: Partners institutions provide ongoing security awareness training for all employees. These sessions should educate them on best practices for data handling, password hygiene, and phishing email identification.

3.5.2. Security Procedures for Classified and Sensitive Data

To ensure the utmost security of classified and/or sensitive data/information, the following specific procedures are adhered to:

- Access controls: Only authorised personnel with a documented need to access specific data sets is granted permission. This access will be subject to regular review and revocation if necessary.

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- Data minimisation: Collecting and processing only the minimum amount of data necessary to fulfil project objectives. Irrelevant or outdated data should be avoided.

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4. Gender aspects in publications and research

4.1. Research, publications and directives regarding gender aspect in publications and research

We are committed to upholding the principles of gender equality and non-discrimination in all aspects of our research and publishing. This means:

- Integrating a gender perspective into all phases of research where possible and publishing, from formulating research questions to disseminating results.
- Complying with relevant European Union legislation on gender equality, including Directive 2006/54/EC on the equal opportunities and equal treatment of men and women in matters of employment and occupation (recast) and Regulation (EU) 2016/679 on the protection of natural persons with regard to the processing of personal data and on the free movement of such data, and repealing Directive 95/46/EC (General Data Protection Regulation).

While not expected to be made publicly available, data collection instruments are available to all CROSSEU colleagues on the project SharePoint site. They are live documents and updated throughout the CROSSEU project period, as required.

4.2. Terms of reference

We develop specific terms of reference for research that include requirements for integrating a gender perspective. These terms of reference addresses issues such as:

- The need to disaggregate relevant data by gender
- The importance of identifying and addressing gender differences in research design, implementation, and outcomes
- The use of gender-neutral language

4.3. Gender-sensitive communication

We are committed to communicating in a gender-sensitive way in all our publications and dissemination activities. This means:

- Avoiding gender stereotypes and sexist language

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- Using inclusive language that represents all genders
- Presenting research findings in a balanced way, highlighting the implications for different gender groups

4.4. Checklist for gender-sensitive language

We develop a checklist for gender-sensitive language for researchers and editorial staff to use to ensure that our publications adhere to these principles. This checklist includes recommendations on:

- The use of gender-neutral pronouns
- Avoiding discriminatory words and phrases
- Fair representation of men and women in figures and illustrations, where relevant.

4.5. Addressing gender aspects in research

We encourage researchers, wherever possible, to consider gender aspects in all stages of their research. This includes:

- Formulating research questions that explore gender differences or the impact on different gender groups
- Developing research methodologies that take into account gender perspectives
- Analysing data by gender to identify any inequalities or differences
- Exploring the impact of research outcomes on gender equality
- Discussing the implications of research findings for gender equality

Respecting these clauses will help us promote responsible gender-based research and publishing that contributes to a more equitable society.

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5. Data protection

Data protection is mentioned in the Grant Agreement under Article 15. This section summarizes the data types subject to protection regulations by granting or openly within the CROSSEU consortium (i.e., scientific data, administrative data, data and information under GDPR regulations) and the role of the Data Protection Officer.

5.1. Scientific data

The scientific results of the CROSSEU project (i.e., data and metadata, methodologies, tools, publications, promotional materials) are by openly accessible and reusable during the implementation period of the project and beyond, in agreement with the Intellectual Property (IP) and ethical consensus between all project partners. All scientific results are shared and placed in dedicated storages with appropriate licenses associated, to allow re-use with attribution in compliance with the FAIR principles (Findable, Accessible, Interoperable, Reusable) according to HE guidelines[1]. The handling of scientific data within the project (including any sensitive data) are addressed in the Data Management Plan (DMP) version that was issued in M3 and will be updated in M17 and M35 of the project. Confidentiality of data and metadata is ensured, provisioning to the users (both internal and external) all needed information (including Digital Object Identifier - DOI) from where and how to apply for data access to conditions for granting (where applicable).

5.2. Administrative data protection

CROSSEU partners are required to provide updated information on administrative details, such as the address for sending paper documentation (e.g., countersigned version of the CA), contact persons for all CROSSEU beneficiaries, banking information forms, and any changes in legal structure (e.g., change of ownership, change of name).

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5.3. GDPR data protection

The CROSSEU project conducts collaborative activities involving the collection, handling and storage of various types and forms of personal information (i.e., documents that must be accessible only by members of the consortium and EC). The access to these interaction workspaces is granted only to the project members, to prevent any leaks of sensitive data. Handling of personal data will be managed according to EU/ national GDPR regulations, and their treatment and storage is addressed in the Data Management Plan (D6.1) of the project.

5.4. Roles and responsibilities of the Data Protection Officer

The Data Protection Officer (DPO) has a key role in the coordination of the implementation of legal and ethical guarantees for all data types during the CROSSEU implementation. The DPO is appointed by all participating parties within the CROSSEU consortium, through consensus. The responsibilities of the DPO are related to the general compliance with data protection laws and regulations, such as the GDPR and other pertinent European or national regulations. The DMP describes all responsibilities that arise throughout the project to put in place lawful data processing that the DPO would coordinate.

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6. Risk Management

6.1. Critical risks

Considering the project's goal to address the growing societal need to reduce climate-damaging actions, adapt to anticipated consequences, and enhance socio-economic resilience, several risks have been identified that may arise during the implementation of the CROSSEU project. The key risks are summarized below in table 2. Both impact and probability are estimated on a five-point scale, with the relative impacts varying according to the significance of the partner, task, or deliverable involved.

Table 2. Foreseen risks for CROSSEU. (i=likelihood, ii =impact)

Risk number	Description of risk	WP	Proposed risk-mitigation measures
1	Key staff members are leaving the project (i) Low; (ii) Very severe	WP1, WP2, WP3, WP4, WP5, WP6	Most WPs involve multiple partners and pair task forces, which collaborate closely to achieve the project tasks in a timely manner, with a proactive monitoring of the progress and flag problems to enable harmonious mitigation of emerging risks. Joint research and development activities are the most effective way to maintain a low-risk level.
2	Data for STLs and case studies delayed: (i) Low; (ii) Very severe	WP1	The STL and case studies start based on more aggregated existing data, and are afterwards adjusted with better data.
3	STL scenarios delayed: (i) Low; (ii) Severe	WP2	Case studies can still be initiated based on intensive stakeholder dialogues. Early start of the preparation for STLs.
4	Insufficient stakeholder engagement: (i) Low; ii) Medium	WP1, WP2, WP3, WP4, WP5	Stakeholders are involved from the first stages of the project and are motivated throughout the project's implementation by engagement workshops, bilateral meetings and round table discussions for the co-design of the project's decision-making tool. The potential benefits for the stakeholders are made clear from the beginning, and the stakeholders are updated regularly with the essential outcomes of the research through the dissemination activities

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			following a clear consultation calendar (Stakeholder Mapping and Engagement Plan) for a smooth knowledge transfer and effective dialogue.
5	A partner is unable to produce work of sufficiently high quality (e.g. poor scientific quality of the deliverables): (i) Low; (ii) Low	WP1, WP4, WP2, WP3, WP5, WP6	Regarded as a small risk, as all partners have a strong track record working on international projects. High quality is ensured according to the agreed procedure outlined in WP1. This risk is mitigated by internal adjustment of the tasks that has no impact on delays in submitting deliverables to the Agency/EC.
6	Conflicts among partners: (i) Low; (ii) Severe	WP1, WP2, WP3, WP4, WP5, WP6	In the list of WPs and tasks, specific attention is given to defining the responsibilities of each partner. The Project Coordinator provides partners with a management plan with instructions on decision-making. In a case of conflict, the GA decides how to resolve the conflict. Should an insolvable conflict between partners occur, the GA ultimately decides to exchange the partner with a new partner or allocate all tasks and budget to the outstanding partners.
7	Delays in one WP/Task leading to delays in other WPs/Tasks: (i) Medium; (ii) Medium	WP1, WP2, WP3, WP4, WP5, WP6	The project planning has been done carefully and agreed across the WP and task leaders in view of the entire workflow. All partners are experienced in project work and understand the 'domino effect' of delays. To mitigate this risk, a constant review of the progress is implemented.
8	New (virus) outbreaks: (i) Medium; (ii) Medium	WP2, WP5	For each "face-to-face" method/action there is a fallback position "online meeting".
9	Missing data: (i) Medium; (ii) Medium	WP1, WP2	Data are collected from the very beginning of the project, and the results are based on a consistent collection of existing data. The model-based approach is used to produce data when they are not already available.
10	Insufficient stakeholder input into DSS co-design and implementation: (i) Low; (ii) Medium	WP3	The DSS is based on an existing tool called TEAL and will ultimately be hosted on an existing infrastructure called DAFNI. Stakeholder input to the

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			design of the CROSSEU-specific DSS tool is collected via one-to-one consultations or workshops with stakeholders in Task T3.1. Relationships built with stakeholders by this process are sustained during the project to bring users back for the regular elicitation sessions and demos which are planned in task T3.4. In the extremely unlikely event that these sessions provide little additional information to guide the design and development of the DSS tool, then the expertise of the partners WEMC and UKRI - who developed the existing baseline infrastructures and that serve similar communities - will be required to guide development.

Table 3. Unforseen risks for CROSSEU. (i=likelihood , ii =impact)

Risk number	Description of risk	WP	Proposed risk-mitigation measures
11	Incapacity of work due to external events, such as strikes, accidents, conflicts: (i) Low; (ii) High	WP1, WP2, WP3, WP4, WP5, WP6	The deliverables should be prepared in advance and managed, as much as possible, by more than one partner. The WP Lead will communicate with the task leads about the progress of the deliverables.
12	Consortium's experience and knowledge using Microsoft Teams : (i) Low; (ii) Medium	WP1, WP2, WP3, WP4, WP5, WP6	Training, communication and in the last resort even change the platform. Training and communication involve providing information and instruction to the consortium members to address their unfamiliarity with the Teams platform.
13	Unauthorized access or disclosure of sensitive data: (i) Low; (ii) High	WP1, WP2, WP3, WP4, WP5, WP6	Focus on strengthening access controls, user awareness training, and implementing a basic incident response plan.

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6.2. Role of the partners and the coordinator in risk management

Monitoring these risks and reporting new, unidentified risks will be a task for everyone involved in the relevant part of the work plan. Ultimately, it is the Project Coordinator's responsibility to assess the likelihood of these risks and decide on mitigation measures or, if necessary, modify the work plan.

During the execution of the CROSSEU project, regular meetings with WP leaders are held to monitor progress, stimulate interactions between work packages, seek feedback, exchange lessons learned, and ensure timely delivery of intermediate results, project deliverables, and milestones.

Preventing problems, avoiding deviations from the project work plan, and mitigating any arising risks, as well as enhancing the project's success, are crucial tasks of project management.

Access to and involvement of stakeholders in both public and private sectors, whether they are end-users or solution providers, Research & Development organizations, or regulators, is of utmost importance. This broad network is available through the composition of the consortium itself.

This project handbook establishes roles, responsibilities, and procedures for the proper execution of the CROSSEU project, distinguishing between:

- Persons responsible for tasks/deliverables: they identify risks, develop mitigation strategies and contingency plans for their tasks, and monitor risks. They report potential risk factors to their WP leaders.
- Work package leaders: they consolidate risks and develop mitigation strategies and contingency plans at the work package level. They report potential risk factors to the project manager and other WP leaders.
- Project coordinator and project manager: they are responsible for the risk management of the entire project. They identify risks, develop mitigation strategies and contingency plans, monitor risks, and report risk status in the periodic progress reports to the EU, including planned contingency measures.

Ultimately, all partners are responsible for addressing risk factors and actions as outlined in the Risk Management plan.

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CROSSEU Partners

Meteo Romania	UEA University of East Anglia	WORLD METEOROLOGICAL ORGANIZATION
Università degli Studi di Padova TESAF	UCL	K&I Conoscenza e Innovazione
Helmholtz-Zentrum hereon	LGI sustainable innovation	EDF
BOKU	DTU	WEMC World Energy & Meteorology Council
UKRI UK Research and Innovation	University of Bucharest	CZU

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