

**JUSTICE PROGRAMME (2014-2020)**

**JUST-JCOO-CRIM-AG-2016**

**Action Grants to Support Transnational Projects to  
Promote Judicial Cooperation in Criminal Matters**

**Grant Agreement No. 766468**

**EVIDENCE2E-CODEX**

**Linking EVIDENCE into e-CODEX for EIO  
and MLA procedures in Europe**

**Project Plan**

**Deliverable D1.1**

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## Executive Summary

This document reflects the deliverables and timelines presented in Part B 'Description of Work' of Grant Agreement 766468 and, indeed, the content related to the list of work packages, deliverables, milestones and indicative efforts per beneficiary are extracted verbatim from that document. The detailed plan was then devised and compiled using a combination of both top-down and bottom-up methodologies.

The first stage in devising the Project Plan was carried out by the Project Coordination Team together with a member of the Project Steering Committee. They designed a specimen "template" document that contained a detailed task list and the contribution required from all partners for a particular Work Package (WP). This document was distributed to all Project Partners and provided the basis for the second stage of the Project Plan development.

Each Work Package Coordinator was invited to consider the tasks outlined in the Description of Work to identify the detailed list of tasks, sub-tasks and input required from other partners towards achieving the goals of the respect main activity.

The third stage in devising the plan consisted of establishing working groups for each WP during the Kick-off Meeting held in Florence on March 7-8, 2018. The main point of this exercise was for each working group to come up with a draft plan and a strategy for the development of the activities within respective WP. During the same event, the fourth stage of the Project Plan evolution took place, when its draft design and content was discussed between all partners based on the agenda items taking place beforehand and the recommendations of each working group.

The Draft Project Plan was approved in principle by the partners during the last week of March 2018 and this opened the way to the fifth stage of its development when it was coordinated further at central level. All the tasks identified by the partners were carefully migrated onto Project Management software (MS Project) maintained centrally by the Project Coordination Team (Partner 1, namely CNR-ITTIG, is responsible for the overall project co-ordination).

The MS Project version of the Project Plan can be found in the appendix to the present document.



The Project Plan was finalized and redistributed for further review by project partners on 7 April 2018. Final review and submission to the European Commission took place on the first week of May 2018.

*It should be emphasized that the present Project Plan in all its versions (both in MS Word and MS Project) remains a dynamic document subject to change through all stages of the project life cycle. It will be reviewed by the Project Coordination Team on a monthly basis insofar as "actual-vs-planned", and on a six-monthly basis by the Project Steering Committee.*

