Ref. Ares(2021)7436692 - 02/12/2021

NeoGiANT

The power of grape extracts: antimicrobial and antioxidant properties to prevent the use of antibiotics in farmed animals: 101036768

D1.2. Project Risk Management Plan

Due date of deliverable: 30/06/2021

Actual submission date: 01/12/2021

Horizon 2020
European Union Funding
for Research & Innovation

This project has received funding from the European Union's Horizon 2020 research and innovation programme under grant agreement No 101036768

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PROJECT INFORMATION

Project full title: The power of grape extracts: antimicrobial and antioxidant properties to prevent the use of antibiotics in farmed animals

Acronym: NeoGiANT

Call: H2020-LC-GD-2020-4

Topic: LC-GD-6-1-2020

Start date: 1st October 2021

Duration: 48 months

List of participants:

No.	Acronym	Participant organisation name	Country
1 (Coord)	USC	Universidade de Santiago de Compostela	Spain
2	MRI	Moredun Research Institute	United Kingdom
3	IBPRS	Instytut Biotechnologii Przemysłu Rolno-Spożywczego im. prof. Wacława Dąbrowskiego	Poland
4	VRI	Veterinary Research Institute	Czech Republic
5	NAIK	Nemzeti Agrárkutatási és Innovációs Központ	Hungary
6	FUB	Freie Universität Berlin	Germany
7	FCUP	Universidade do Porto – Faculdade de Ciências	Portugal
8	ULL	Universidad de La Laguna	Spain
9	UNE	Asociación Española de normalización	Spain
10	JU	Jihočeská Univerzita	Czech Republic
11	CONICET	Consejo Nacional de Investigaciones Científicas y Técnicas	Argentina
12	ASAJA	Asociación Agraria de Jóvenes Agricultores	Spain
13	ATM	Anitom S.L	Belgium
14	i-GRAPE	i-GRAPE	Spain
15	CTA	Contactica S.L	Spain
16	NUS	Nutrition Science	Belgium
17	CZV	CZ VACCINES	Spain
18	LBE	LIFEBIOENCAPSULATION SL	Spain
19	BIAN	BIANOR BIOTECH	Spain
20	MAGA	MAGAPOR S.L.	Spain

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DELIVERABLE DETAILS

Document Number:	D1.2
Document Title:	Project Risk Management Plan
Dissemination level	PU – Public
Period:	PR1
WP:	WP1. Project Management
Task:	Task 1.1. Management procedures
Author:	UNIVERSITY OF SANTIAGO DE COMPOSTELA USC UNIVERSIDADE DE SANTIAGO DE COMPOSTELA
Abstract:	This document corresponds to the Deliverable 1.2 Project Risk Management Plan. It covers the description of the methods and processes that the NeoGiANT project will follow to predict, identify and mitigate the effect of potential risks threatening the project (i.e., scientific impasses, resource drifts, delays, conflicts).

Version	Date	Change
V1	01/12/2021	Initial version

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Introduction

A correct risk management plan is essential for a successful project. This kind of tools can help to predict and mitigate the effect of potential risks that can increase the budget or produce delays in the development of certain tasks. There are plenty of aspects that can provoke the failure of a project, and an inadequate risk management plan is one of them. It is important to have a clear risk plan, easy to use and understand by the team members. In this project, the FMEA system will be used

1 FAILURE-MODE-EFFECTS ANALYSIS (FMEA) METHODOLOGY

The responsibility of the risk management plan is assumed by the Project Coordinator. For this aim, the FMEA (Failure Mode Effects Analysis) methods will be used. This will be applied to each Work Package and also across the relations between Work Packages.

The Failure Mode Effects Analysis is a step-by-step approach used to predict, identify and mitigate the risks of the project. The steps that compose this method are the following:

- Identify the tasks that are going to be developed during the project and the objectives of them. In the FMEA approach, these tasks are called functions.
- For each function, guess the possible failures that may happen. It is important to be precise and return to define the functions if an inconsistency occurs.
- For each possible failure, it is necessary to determine the potential consequences. In this regard it is important to determine which Work Packages will be affected and how.
- Once the risk and the consequences have been determined it is important to classify them. In this project, three colours will be used to define the level of the risk: low (green), medium (yellow) and high (red). If the risk has several consequences, it will be characterized by the colour of the most severe one.
- For each risk it is important to establish the list of possible causes and install controls of the process that detect the failure or reduce its effects in case of happening.
- It is also crucial to define mitigating measurements to lower the severity of the risks.

The potential risks are established at the beginning of the project, based on the proposal. However, other risks and problems may appear during the development of the project. All of them will be analysed following the FMEA steps. This includes the characterization of the problem using the colour code established and the adoption of mitigating measurements in order to reduce the harmful effects of the problem.

The final step of the risk management plan is to document as problems arise to have a register of all the incidents that took place, the mitigation measurements adopted and the consequences of the problems.

The risk management plan will be discussed and updated during the Steering Committees and the General Assembly meetings.

2 RISK MANAGEMENT

2.1 Monitoring

It is the responsibility of all partners to update the coordinator about the status of each risk and the effectiveness of the mitigation plan in order to update the risk management register.

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Each partner is responsible for executing risk mitigation measures which relate to the WP they lead. If a mitigation action cannot be effectively carried out or does not solve the risk, the coordinator has to be informed as soon as possible. Consequently, the mitigation measure will be modified in a more efficient way.

Risks will be collected in a "Risk Register" that will be checked in every personal meeting. The Risk Register contains a number of columns under which each risk is analysed individually. The Risk Register has been created in Excel, which allows the order and grouping of the risks according to the information in any of the columns.

2.2 Reporting new risks

In addition to the risks and mitigation/corrective actions identified at the proposal stage, subsequent risks further identified by each partner during the course of the project should be reported by filling up a risk registration template, sending it to the coordinator.

The template (**Annex: risk registration form**) will enable NeoGiANT partners to report risks as they arise or where there is an increased chance of a risk materializing.

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3 ANNEX 1

RISK REGISTRATION FORM

- Person that detected the risk:
- Organization:

Reporting Period	RP1/ RP2/ RP3
Date registered	
Description of the risk	
WPs involved	
Type of risk	*The following types have been identified: o* • *Gen: General risk* • *Tech: Technical risk* • *Man: Management risk* • *Expl: Exploitation (commercial) risk* • *Ethics: Ethical risks, including privacy legal concerns*
Risk impact	*what would be the impact on the project if the risk event happened*
Likelihood of occurrence*	*Provides an assessment on how likely it is that this risk will occur. Examples are: L-Low (, M-Medium (31-70%), H-High (>70%).*
Severity of effect*	*Provides an assessment of the impact that the occurrence of this risk would have on the project.*
Grade of risk*	*Likelihood x Severity*
Mitigation measure	
Owner/responsible	

*a guide to calculate these factors is below.

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4 ANNEX 2. GUIDE TO CALCULATE THE GRADE OF THE RISK

Rating for Likelihood and Seriousness for each risk			
L	Rated as Low	E	Rated as Extreme (Used for Seriousness only)
M	Rated as Medium	NA	Not Assessed
H	Rated as High		

Grade: Combined effect of Likelihood/Seriousness

		Severity				
Likelihood		Trivial	Low	Moderate	High	Extreme
	Rare	VL	L	L	M	M
	Unlikely	L	L	M	M	M
	Moderate	L	M	M	M	H
	Likely	M	M	M	H	H
	Very likely	M	M	H	H	E

Recommended actions for grades of risk	
Grade	**Risk mitigation actions**
E	Mitigation actions, to reduce the likelihood and seriousness, to be identified and implemented as soon as the project commences as a priority.
H	Mitigation actions, to reduce the likelihood and seriousness, to be identified and appropriate actions implemented during project execution.
M	Mitigation actions, to reduce the likelihood and seriousness, to be identified and costed for possible action if funds permit.
L	To be noted - no action is needed unless grading increases over time.
VL	To be noted - no action is needed unless grading increases over time.

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