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PROJECT DELIVERABLE

TITLE:

WP.5 COMMUNICATION PLAN

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V.1

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Project co-funded by the European Union Civil Protection





ABSTRACT:

This document sets out the overarching dissemination and communication structure for the project.

Communication strategy defines activity scope to communicate project existence, rationale, objectives, main activities, implementation structure and to ensure visibility to EU co-financing.

The aim of Communication Plan is also defining target audiences, core messages, channels and tools to assist all project partners in implementing their own dissemination and communication activities related to the project.

In this document there are, also, the modalities of "organizational" communication, the aspects related to the communication, the project partners and the one aimed at the "empowerment" and "self-empowerment" of the USAR rescuers, which means the production of documentary material (documents and multimedia) for thereof the planned training activities.

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CONTENT

1. INTRODUCTION.....	3
1.1. Partners involved.....	3
1.2. Project objectives.....	3
2. STRATEGY OF COMMUNICATION AND DISSEMINATION.....	4
2.1. Target Audience.....	8
2.2. Project partners Responsibilities and regulation.....	9
2.3. Core messages and content to be disseminated and communicated.....	10
3. COMMUNICATION TOOLS	13
3.1. Visual Identity.....	13
3.2. Project web site.....	13
3.3. Social media	14
3.4. OTHER DISSEMINATION PRODUCTS/GADGETS	14
3.5. Leaflet.....	15
3.6. Communication material as leaflet and a banner /DELIVERABLE	15
3.7. DISSEMINATION ACTIVITIES/MEDIA.....	16
3.8. Events.....	16
4. Recognition and visibility rules, disclaimer	16
5. Security and Ethics	18



1. INTRODUCTION

PROMETHEUS is co-funded by the European Commission Directorate-General for European Civil protection and humanitarian aid operations – DG ECHO – Prevention and Preparedness Projects for Civil Protection and Marine Pollution.

Grant Agreement number: **874380** – PROMETHEUS – UCPM-2019-PP-AG.

1.1. PARTNERS INVOLVED

COO - CNVVF, the National Fire and Rescue Service, IT belongs to the Ministry of the Interior, with a long-lasting experience in IT and abroad in rescue. It makes available its experience in USAR operations from the most recent earthquakes in Central Italy (2016,2017) and L' Aquila (2010) to those abroad (Albania, Nepal, Ecuador, Japan, Haiti...). The USAR module is registered in CECIS and has been part of many EU-UCPM exercises and projects. In November 2018 it has been also classified INSARAG.

BEN1 – ERICAM, Emergency and Rapid Response of Madrid Community, ES it has about 10 year-experience but very significant for USAR (one of the two ES USAR team and the ES INSARAG focal point is from ERICAM). It is specialised in rescue activities in case of earthquakes as well as in different kinds of disasters as forest fires. Expertise in: structural assessment of buildings; reinforcement of unstable elements; opening of spaces to reach the confined victims; medical treatment of the victim before transportation to the hospital. International USAR missions in Haiti, Ecuador and Portugal has been gained. It organised EURIWATEREX 2018 (Risk WATER flooding Exercise) with BEN3, ICPD.

BEN 2 – EcASC, École d'Application de Sécurité Civile, FR, is the national focal point for USAR trainings. Training offer is based on current and updated National Procedures and Guidelines delivered by the French Ministry of Internal Affairs. Instructors are mainly from the National Department of Firemen. It is beneficiary in project BELICE with COO, CNVVF and leads WP3.

BEN3 - ICPD, Civil Protection Department, IT is the CP national authority of IT in charge of emergency management, prevention and assistance. It operates on EU and INT level with CP interventions abroad, promoting international relations, agreements and technical scientific programs to improve the prevention of the man- made/natural risks. It also part of the UCPM and has promoted or organized CP exercises (i.e. MODEX) in Italy. As part of Lot 3.

1.2. PROJECT OBJECTIVES



The Italian CNVVF, the Spanish ERICAM, the French EcASC and the ICPD intend to contribute to implementing, testing and completing an innovative data management system for all the USAR teams performing assessment. This is put at disposal primarily of the Union Civil Protection Mechanism and worldwide, in the UN OCHA INSARAG community as a contribution for the existing working group. This highly innovative system is called "Prometheus" and by the end of the project will complement, integrate and improve some areas which remain uncovered by the actual data management system so as becoming an effective operational toolkit for the assessment USAR teams and UCC during the first phase of the emergency (the so-called "Golden day") and for subsequent USAR operations of search and rescue. "Prometheus", as a matter of fact, in its already tested version (beta) is available at the project start and after other two tests (in ES and FR) in the frame of the project, it will be ready in its final version to cover the major needs for a complete site overview (including e-forms, tracking of the teams, clearer outlook of the on-going activities by assigned sector etc.). "Prometheus" will provide a more complete site overview in support of the disaster managers (decision making process/command chain) and of the USAR assigned teams to a sector while carrying out the operations (including audio from structural triage, photos, interview forms from the affected site). The gathered information may be also tailored according to a specific need either of the coordination or of the Rescue Team leader because "Prometheus" is more manageable, complete, accessible and inclusive in comparison with systems used so far. Actually, these features are its added value being its applicability wide in a range of emergencies where timing of intervention is a key issue. The project is deeply supported by three National Civil Protection Authorities. ERICAM and EcASC relevantly contribute to the testing phase while the whole Consortium is engaged in a dissemination campaign led by ICPD and conducted at national, European and international level as the four beneficiaries are part of networks, working groups, international advisory boards (i.e. INSARAG AEME Group was recently chaired by IT, FR and ES INSARAG focal points, MODEX). The CNVVF leading the Consortium and the implementation phase capitalises the work done so far with own resources and previous DG ECHO contribution to test "Prometheus" alpha version.

2. STRATEGY OF COMMUNICATION AND DISSEMINATION

PROMETHEUS dissemination strategy involves all project partners as responsible to spread project rationale, results and key deliverables in each partner's country:

- communicate the project existence, rationale, objectives, implementation structure and ensure visibility to EU co-financing according to the UCPM model grant agreement;



- compare the framework of Prometheus Project with other projects dealing with sharing of data in emergency situations which could be manually or automatically collected, and aiming like Prometheus to let decision makers have a clear picture of what's going on in an emergency, as soon as possible.
- to disseminate project's outputs and deliverables to enhance sustainability after the project conclusion.

The communication and dissemination activity will be focused at spreading the features and the software of the main project product, consisting in "Prometheus" data management system for USAR assessment teams (and USAR at a whole). Likely, the outreach campaign through highlighting the advantages for the USAR community of this system is aimed at reaching a large number of USAR team members and instruct them on the use of "Prometheus" at national level (IT, ES, FR) during the project lifespan. However, the target audience of the dissemination activity will go beyond the three EU MS countries who directly benefit from the action as the scope of the delivery of "Prometheus" is to put a disposal of the trans-national community a free toolkit. The core dissemination activity described in detail is two-fold: from one side, spreading the final product to end-users and from the other one, diffusing the EU and UCPM visibility for its co-funding, according to Visibility guidelines and Art.22 of the Model GA. The events supporting the dissemination are both specialised/operational (i.e. USAR Team of IT, FR, ES info sessions of 3 days each to learn how to use "Prometheus") and specialised/coordination level (info days for Directors of Emergency Services, Training Centres, Instructors...). The demo of "Prometheus" will be freely downloadable from the project web site, cross-linked to the beneficiaries' web sites, too. The stakeholders will be invited to the Final Conference in Bruxelles, organised with the assistance of ICDP and French and Spanish CP Authority through their representatives at the EC and it will involve the policy stakeholders. The usability of "Prometheus" is pivotal to attract attention from the end-users and to complement it, the System (e-forms and ancillary components) prepared by the software supplier is delivered into six languages:



EN, IT, FR, ES (most widely spoken EU languages and national beneficiaries' languages) plus AR, CHI and RU that along with EN, FR and ES are the official UN languages. Therefore, the final main project product, "Prometheus" will more easily target the end-users (USAR teams of UCPM at first and UN OCHA INSARAG classified teams later). Finally, two types of gadget to diffuse the project concept and EU co-funding, have been budgeted: one for operational actors (touch pen with USB to be used during the assessment phase to keep a copy of the forms in the tablet once they are sent to the UCC) and one for public, international stakeholders to be defined by the communication expert and graphic designer of BEN3 at the project start according to the project concept, focus and features through his/her analysis.

The communication strategy includes: i) the project visual identity at the project start (shared logo, graphic design of identified gadgets and templates – ppt, headed paper, web site pages etc.); ii) the communication plan that mentions events and specific channels to spread Prometheus project and communication material such as leaflet, banner, (1/country) demo; iii) project web site that includes at least: description of the project, consortium and objectives; main activities; staff; a reserved area to be used for internal exchange of documents by PSC and WG; a download area (i.e. the demo, tutorial is openly downloadable); cross-links to beneficiaries' home pages; iv) participation at least in two seminars of other similar projects related to handling emergency situations, to understand the feasibility to use Prometheus or part of it as a methodology in cases different from earthquakes v) outreach campaign framework (see 4.3). Every communication product has to comply with the EC visibility guidelines. Furthermore, to amplify the key-deliverables spreading, professional translation services and multilingual (6) proof-reading are provided for: "Prometheus" components (e-forms, matrix etc.) by the software supplier; 1st and 2nd demo (see WP3); tutorials.

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The communication strategy of Prometheus project is developed through the following three action plans:

1. "Organizational" communication between the project partners, finalized to a functional and sharing information for the achievement of the project objectives.
2. "external" communication (communication directed to target group), aimed at spreading knowledge of the events and objectives of the project and, therefore, to make visible the assessments of its impact on search and rescue activities in urban areas also in order to share the "social balance" (the cost-benefit ratio for the social context in which it is expected to have an impact on long term). As far as external communication is concerned a peculiar attention will be given in comparing the methodology used in this project with other European projects involving first responders.
3. production of documents and photo-video material, aimed at developing educational and informative material (traditional and multimedia) to be used for the training.

Objectives of the communication Plan

- to guarantee proper dissemination of the project findings and results;
- to enhance the project's impact by supporting Prometheus results visibility;
- to define the methodology for dissemination;
- to disseminate project's outputs and deliverables to enhance sustainability after the project conclusion;
- to make the processes of organisational communication between the project partners more functional and effective;



- to produce tutorial and manuals to be used for the activities of training (USAR Team);

and still to:

- guarantee a visual identity of the project so that it can be immediately identified;
- design and print material such as leaflets and banners to be provided to participants;
- in agreement with the partners, to take care of press conferences, technical meetings, events and press reviews.
- to keep contacts with media for press releases and articles on generalist and and scientific/technical press to boost consensus in the community toward Prometheus.

2.1. TARGET AUDIENCE

Communication strategy aims at reaching the widest audience of stakeholders form a target group that has a role and interest in the objectives and implementation of project; it includes end-users (direct beneficiaries), as well as those responsible for ensuring that the results are produced according to plans and previsions, and those that are accountable for the legal framework and resources they provide of the project.

The project rationale and activities are disseminated by press releases at local and national level by a press agent from COO and jointly with BEN3, BEN1, BEN2 (1/country) before: the 1st in-presence-PSC meetings (IT); 1st test (ES); 2nd test (FR); Final Conference (BE); Additionally, video-clips and photos are shot and edited by COO personnel and made available to the Consortium. The consortium will also publish on specialised and generalist on line and paper press as: IT, 115 Emergenza (journal of the trade union ULPA of Italian Fire Officers); Noi, Vigili del Fuoco (official journal of Italian Fire Officers); 115 Codice Rosso (journal of the trade union CONFSAL of Italian Fire Officers); 112 Emergenzies (Italian review); La Protezione Civile Italiana (Italian Civil Protection review) and official web site of CNVVF <http://www.vigilfuoco.it/asp/home.aspx> (in Italian only); ES, ERICAM web site and newsletter; FR, website of DGSCGC / ECASC /



FORMISC; Magazines: Allo 18; Sapeurs Pompiers Magazine; Soldats du Feu; Le Sabre et La plume (ENSOSP); Preventique; Face au Risque; 15 Info News (from each Fire Dept of South of France).

2.2. PROJECT PARTNERS RESPONSIBILITIES AND REGULATION

Civil Protection Department -IT- is responsible for the project communication and dissemination jointly with the Coordinator, CNVVF.

Dissemination and communication activities are the scope of WP4.

All project partners will contribute to the implementation of all related activities.

A press agent from CNVVF will maintain contact with media, prepares press releases and organizes press conferences in IT (during project start, small scale exercise and final conference). Video makers and editing experts from CNVVF will prepare photos and videos which will be posted on project web site. A professional graphic designer from CNVVF will design the project logo. Professional translators will prepare the content leaflet, banner and deliverables listed in WP4 to amplify the dissemination of project results at national level. A project web manager from CNVVF will design, deliver and update project web site in English.

Press agents from EcASC and ERICAM will give: feedback and contribution on the products (checking also the quality, providing photos and credits). The press agents from EcASC and ERICAM will work in synergy, with the press agent of CNVVF, following the guidelines of the project, enhancing the progress of the project with the respective local press and through the communication channels used in their countries. The press agents will also contribute to the events in which their agencies are involved to promote Prometheus

PROMETHEUS templates for documents and presentation will be provided to help partners having at disposal common visual identity and logo. Templates are prepared in the frame of Manual on Visual



Identity and made available in the download area of the web site of prometheusproject.eu

Every communication and dissemination product has to be approved by the project manager to comply with the EC visibility guidelines and the Grant Agreement (art.22).

2.3. CORE MESSAGES AND CONTENT TO BE DISSEMINATED AND COMMUNICATED

The project stems from operational needs from both real emergency as well as exercises carried out in the last years by USAR Assessment teams and their coordination cells (UCC). During a USAR emergency operation (i.e. earthquakes, volcanic eruption, collapse of buildings and infrastructures) the UCC performs its work relying usually on data provided by the teams from the affected site. The quality and quantity of these data, their sources and their destination may vary according to the type of: emergency, in-country disaster management system, deployed resources. It is of key-relevance to manage and merge data timely and effectively to make them available for the support in rescue operations. The strategic Consortium is composed by 3 end-users (CNVVF, National Fire and Rescue Service IT; ERICAM, Emergency and Immediate Response of Madrid Community ES, EcASC, École d'Application de Sécurité Civile FR) and 1 CP Authority (ICPD, Italian Civil Protection Department). Their active contribution leads to: implementing, testing and completing an innovative data management system, "Prometheus," that has been developed from 0 to alpha version by the CNVVF with own resources since 2017. It complements, integrates and improves some areas that remain uncovered by the currently used data management system so as becoming a more effective toolkit for USAR Assessment teams and UCC during the first phase (the so-called "Golden day") when the toll of victims can be reduced by a more rapid intervention and timely exchange of information flow between the UCC and the deployed teams. "Prometheus" by providing an IT tool will complement two DG ECHO funded actions (EASeR for procedures, BELICE for training) toward



a multi-side improvement of the assessment phase. "Prometheus" is free as to contribute to the Sendai Framework on DRR also outside the EU, providing low income-countries with an instrument to mitigate emergencies through cooperation and collaboration (Priority 2. Strengthening disaster risk governance to manage disaster risk).

The COO, CNVVF, is investing energies and resources in covering gaps in assessment aspects of USAR interventions and as coordinator of two other EU-DG ECHO funded projects (EASeR, ref. n. 783273, completed in 2020 and BELICE, ref. n. 826208, still going). As matter of fact, the two above-mentioned projects are focused on USAR assessment (ASR1, ASR2, ASR3) related to phases not yet covered by: Approved Operational Procedures (for IT), Recommendations (International level); Field-Training on how to conduct ASR1; ToT programmes (all deliverables of the two above-mentioned projects), and surely it seemed significant to complement the assessment phases with an operational tool to improve emergency response. Likely, "Prometheus" will be part of the approved Italian Operational Procedures on Assessment (ASR2) after its testing in the framework of EASeR small-scale exercise (May/June 2019). Therefore, its application is considered relevant to overcome the "barrier effect" (defined as natural or man-made obstacles to perform USAR assessment) and it will be also used during the training programme of BELICE (participants will come from EU and PPRD East, PPRD South countries, too) for indoor and outdoor activity on ASR1. Additionally, as the INSARAG AEME Group for 2019-2020 is jointly chaired by Italian representatives from CNVVF (who is also the project leader of EASeR, BELICE and Prometheus) and from the ICPD (beneficiary of BELICE and Prometheus) the project outcomes will be included in the agenda of the Regional AEME Group meetings to give them wide appeal at international level. ICPD as part of the Network of INSARAG Team Leaders and part of the Training Policy Group (TPG) and Emergency Response Capacity Working Group is strongly willing to offer to the audience (stakeholders) additional tutorials on "Prometheus" and present demo versions. ICPD is also responsible for the implementation of international exercise of UCPM (LOT 3) that will



take place starting from the 2020 spring (t.b.c due to the ongoing Covid-19 emergency), where the target audience is composed of about 200/300 pax, as for each exercise 5 – 7 teams will be involved. Prometheus software can be tested during each exercise as content of some inject in the planning phase of the overall scenario as well as part of a PPT or final presentation during the debriefing phase, with distribution of the communication tools developed, contacts and so on.

Even during the INSARAG annual meeting in Geneva external communication with a stand and other communication tool can be organized(that generally take place every year in the month of October but nowadays is still TBC).

The same can be done during the Global IINSARAG Meeting (that take place every 5 years) at the moment has been postponed from October 2020 to October 2021, but it will be the perfect occasion to showcase and illustrate in depth the results of all the project itself.

It might be presented also during the workshops of the PPRD South Programme, coordinated by the ICPD. At the moment some activities as international workshops are in stand by but as soon as a new planning will be available, it will be done room at the project and its results.

Finally, tutoring on “Prometheus” is offered by ICPD during the MODEX Cycles 10 /11 (TAST, USAR) to EU, PPRD East or PPRD South.

Prometheus” is a flexible, accessible and integrable system that from one side can collect, customise and share data and from the other, can build up also surveys to support the decision-making process of disaster managers and non- operational actors such as local authorities and police forces (i.e. crowd wave, overcrowded places...) therefore, its potential applicability might be of interest for two EU programmes: H2020 (topic: Societal challenges) and DG HOME (ISF). Furthermore, its application not just in the framework of USAR operations but for example for CBRN operations (and USAR CBRN teams also) is highly probable. A more extensive application in the “civil defence” sector requires to answer two main issues: one on the classified data sharing, the other on the highest standard of



security for the main server. Both programmes might be explored for a further funding of “Prometheus” concept but realistically, they can be taken into examination after the project conclusion. An advisor from COO, expert in direct and indirect funds from EU (mainly from ISF and H2020) will deal with possible application of “Prometheus” (WP2).

3. COMMUNICATION TOOLS

3.1. VISUAL IDENTITY

Objective: to make the project, its activities and results easily recognizable.

Target audience: Project consortium, general and specialised public.

Project visual identity includes the following products, developed by a graphic designer under WP Leader supervision:

- PROMETHEUS logo – will be designed at the project’s start and sent to the partners in order to choose and identify the preferred option. The final version will be used on every communication product.
- PROMETHEUS Colour scheme.
- The project’s Power Point presentation template.
- The project’s Word document template.

Selected elements of the visual identity are presented in the manual of project visual identity (Annex 1).

3.2. PROJECT WEB SITE

Objective: to provide a digital instrument, presenting the project and available to the USAR Team; to spread the results of the project.

The web site (www.prometheusproject.eu) of the project will be also built up according to the manual of project visual identity and will include at least: description of the project and objectives; main activities; details on the training programme; reserved area with relevant internal documents for the PSC member and where it view a tutorial that describe how Prometheus works. This tutorial can



only be viewed after to signed the non-disclosure agreement. The non- disclosure agreement was prepared by the legal advisor. The web site will be cross-lined to each beneficiary's web site. Every communication product has to comply with the EC visibility guidelines.

The site will be inserted in the intestate paper and in any other paper or virtual document. The articles and internal communication of beneficiaries on the project will include the link of the web site, so it can be easy to deepen the subject dealt with in the text itself.

The website will be developed and maintained by CNVVF. All partners will be asked to provide input for the website regularly.

3.3. SOCIAL MEDIA

Objective: to provide social media instruments presenting succinctly the project and its aims and available to the general public; to spread the results of the project to the target audience.

Each partner will use social media (Twitter, Instagram etc.) already available on its own website to promote and spread the project. Pictures taken during events and project's activities might be published on social media with the official project's hashtag #prometheusproject

Twitter: a Twitter profile will launch information about PROMETHEUS project and similar related projects, as well as any other activity of interest to USAR in European area and international area.

Instagram: It will be created an Instagram profile, which narrates the Prometheus project, by means of images

Mailing list: It will be disseminated a thematic news where are inside the information and updates about the project. The mail list is addressed to internal people who are involved in various ways with the USAR world. There is also a mail-list dedicated to internal addresses that it will be a useful tool for organizational communication.

3.4. OTHER DISSEMINATION PRODUCTS/GADGETS



Objective: to make the project, its activities and results easily recognizable

Target audience: Project consortium, participants to dissemination events, workshops and training. These gadgets are provided to: project staff, participants of meetings, attendees to final conferences, institutions, USAR experts,

WP Leader in collaboration with all partners will design Prometheus gadgets - recycled pen-drives and solar charger containing the project logo to enhance visibility. The aim is to provide gadgets that are also eco-friendly so as to raise awareness among operators and trainers on issues of common interest.

3.5. LEAFLET

Objective: to aim in presenting the project objectives at the project start,

Target audience: Project consortium, participants of dissemination events, workshops.

CNVVF in collaboration with all partners will design a project leaflet in English ready for printing and distribution. This material is intended for participants to workshop, meetings, training activities, consortium.

3.6. COMMUNICATION MATERIAL AS LEAFLET AND A BANNER / DELIVERABLE

Objective: to make the project, its activities and results easily recognizable.

Target audience: Project consortium, USAR Team and Disaster Manager

Roll-up banner/posters will be re-usable for all the project events and meetings, press conferences and small scale exe control room.

The CNVVF is the partner and responsible for the graphic part.



3.7. DISSEMINATION ACTIVITIES/MEDIA

Objective: Disseminate the project methodology and results to the scientific audience.

Target audience: USAR Team, Disaster Manager, specialized press.

The project rationale and activities are disseminated by press releases at local and national level by a press agent from COO and jointly with BEN3, BEN1, BEN2 (1/country) before: the 1st in-presence-PSC meetings (IT); 1st test (ES); 2nd test (FR); Final Conference (BE); Additionally, video-clips and photos are shot and edited by COO personnel and made available to the Consortium. The consortium will also publish on specialised and generalist on line and paper press as: IT, 115 Emergenza (journal of the trade union ULPA of Italian Fire Officers); Noi, Vigili del Fuoco (official journal of Italian Fire Officers); 115 Codice Rosso (journal of the trade union CONFISAL of Italian Fire Officers); 112 Emergenzies (Italian review); La Protezione Civile Italiana (Italian Civil Protection review) and official web site of CNVVF <http://www.vigilfuoco.it/asp/home.aspx> (in Italian only); ES, ERICAM web site and newsletter; FR, website of DGSCGC / ECASC / FORMISC; Magazines: Allo 18; Sapeurs Pompiers Magazine; Soldats du Feu; Le Sabre et La plume (ENSOSP); Preventique; Face au Risque; 15 Info News (from each Fire Dept of South of France).

3.8. EVENTS

Objective: to disseminate the project methodology and results to the USAR World.

Target audience: partners, public institutions, specialized public, media, USAR Teams of other country

Here a list of the relevant events that the project will make reference to:

This is carried out to widespread the main final product in a strategical way and make it usable by the target groups. It includes: demo presentations to circulate on line; participation to fora, conferences, specialised events such as: Civil Protection Forum



in 2020 in Bruxelles (stand with tutorial); Humanitarian Week in Geneva organised by UN OCHA 2021 (stand with leaflets and project presentation) ; MODEX (2021, 2022); tutorials before the MODEX to the involved USAR teams when these ones will take place in IT (ICPD is part of Lot3) made by the two IT Managers of COO; UN OCHA AEME Group annual meeting in 2020; demonstrations; ad hoc info days in the three involved countries: IT: 3/3 USAR Assessment team/3 days (total of 9 USAR teams, 6 members each) receive instructions on how to use "Prometheus"; Info days for USAR instructors and USAR Training centres' director (1 day); for 18 Regional Directors and 6 Central Directors and 1 National Chief of the Fire-Fighters ES: 1/2 USAR Assessment team/3 days (total of 2 USAR teams, 6 members each) receive instructions on how to use "Prometheus" by IT Managers from COO; FR: 3/3 USAR Assessment team/3 days (total of 9 USAR teams, 6 members each) receive instructions on how to use "Prometheus" by IT Managers from COO;

The WP goals are: i) to communicate the project existence, rationale, objectives, implementation structure and ensure visibility to EU co-financing according to Art.22 of the UCPM model grant agreement; ii) to disseminate project's outputs and deliverables to enhance sustainability after the project conclusion.

In this function, the results of the Prometheus project will be used in trainings within the National Accreditation Process of USAR Teams as well as in training sessions with newly build teams.

4. RECOGNITION AND VISIBILITY RULES, DISCLAIMER

According to the GA art. 22 all communication items and publications must display the EU emblem and the following accompanying text:



Project co-funded by the European Union Civil Protection



The EU cannot be responsible under any circumstances for the content of communication items prepared by the project partners. Any communication activity related to the action must indicate the following disclaimer:

“The content of this [insert appropriate description, e.g. report, publication, conference, etc.] represents the views of the author only and is his/her sole responsibility. The European Commission does not accept any responsibility for use that may be made of the information it contains.”

5. SECURITY AND ETHICS

Overall, Prometheus is not considered as a security sensitive project. Prometheus will not use or share any classified information, exchange of information through the Prometheus instrument will not deal with national security-sensitive nor defence-sensitive information. All dissemination events will be subjected proactively to security analysis aiming at preventing the release of potentially classified information in open sessions. Reports from dissemination events will be also subjected to security scrutiny before release. To prevent any accidental disclosure, security aspects will be continuously monitored during the project, and compliance will be ensured by top security officers with highest security clearance staff.

With regard to the rights to protection of personal data, the project consortium will adhere to the provisions of:

1. The EU Charter on Fundamental Rights (art. 7 and 8);
2. The European Convention for the Protection of Human Rights and Fundamental Freedoms (art. 8);
3. The CoE Convention No. 108 for the Protection of Individuals with regard to Automatic Processing of Personal Data (1981);
4. The Data Protection Directive (1995/46/EC) and the Directive on Privacy and Electronic Communications (2002/58//EC).

Dissemination level of each deliverable is specified in PA



Open access to Publications and Repository of data refers to the right to access and re-use digital research data under the terms and conditions set out in the Grant Agreement.

ANNEXES to the Communication Plan:

Annex 1: Manual of visual identity

Annex 2: Timeline

Annex 1 - Manual of visual identity



Annex 2 - Timeline