



Deliverable Report

Deliverable No:	D1.3	Delivery Month:	12	
Deliverable Title	Annual Coordination Meeting for Y2			
WP No:	1	WP Lead beneficiary:	P1. HCMR	
WP Title:	Project Management			
Task No:	1.3	Task Lead beneficiary:	P1. HCMR	
Task Title:	Annual Coordination meeting			
Other beneficiaries:	P2. FCPCT	P3. IRTA	P4. IOLR	P5. UNIABDN
P6. DLO	P7. IMR	P8. IEO	P9. UL	P10. TU/e
P11. AU	P12. APROMAR	P13. UNIBA	P14. IFREMER	P15. ULL
P16. FUNDP	P17. NIFES	P18. CTAQUA	P19. CMRM	P20. SARC
P21. DTU	P22. SWH	P23. ARGO	P24. ITICAL	P25. DOR
P26. GEI	P27. FORKYS	P28. CANEXMAR	P29. ASIALOR	P30. CULMAREX
P31. IRIDA	P32. MC2	P33. FGM	P34. BVFi	P35. MASZ
P36. ANFACO	P37. EUFIC	P38. HRH		
Status:	Delivered		Expected month:	13

Lead Scientist preparing the Deliverable: Mylonas, C.C. (P1. HCMR),

Other Scientists participating: Fakriadis, Y. (P1. HCMR), Duncan, N. (P3. IRTA), Izquierdo, M. (P2. FCPCT), Koven, W. (P4. IOLR), Papandroulakis, N. (P1. HCMR), Secombes, C. (P5. UNIABDN), Tacken, G. (P6. DLO), Robles, R. (P18. CTAQUA)

Objective: The objectives of the Annual Coordination Meeting (ACM) were to

- present Scientific Discipline-specific summaries of the accomplished work during Y1 to the consortium members, as well as to a number of invited guests,
- closely review and evaluate the work carried out in each of the six Scientific Disciplines
- plan the work to be implemented in the following year,
- present the dissemination activities of the consortium,
- organize the preparation of the Periodic Reporting (Scientific and Financial).

Description: The ACM 2014 was hosted by Dr. Aldo Corriero from the University of Bari Aldo Moro, Bari, Italy (P13. UNIBA) and was held at the Palazzo Ateneo, Salone Degli Affreschi on the 4-6 November 2014. The 3-day meeting was attended by 73 persons: 65 coming from the DIVERSIFY consortium and 8 invited guests from outside the consortium. No representative from four Beneficiaries (P26. GEI, P27. FORKYS, P35. MASZ and P37. EUFIC) attended the meeting. Beneficiaries P12. APROMAR and P36. ANFACO were unable to attend the first two days of the meeting, but attended the third day.

As for the kickoff meeting, information regarding the meeting was uploaded continually on the project's web site ([www.diversifyfish.eu/INTRA/Meetings & Activities/2014 Annual Coordination Meeting](http://www.diversifyfish.eu/INTRA/Meetings%20&%20Activities/2014%20Annual%20Coordination%20Meeting)) to ensure that all participants had access to the most updated information. The Agenda (**Tables 1 and 2**) was developed with assistance from GWP leaders and consisted of:

- DAY 1: a common session for all participants and invited guests during DAY 1 (including summaries of the work implemented in all six Scientific Disciplines, specific presentations from various Work packages or tasks, and presentations from invited guests),
- DAY 2: Six (6) parallel Scientific Discipline-specific workshops, and



(c) DAY 3: common session dealing with Dissemination, and Scientific and Financial Reporting. A meeting of the Steering Committee was also held at the end of the session.

Table 1. Agenda of DAY 1 of the Annual Coordination Meeting, which took place on the 4-6 November 2014, at the University of Bari Aldo Moro, Bari, Italy. The presentation of Culmarex was given by Jordi Comas.



DIVERSIFY
7FP-KBBE-2013-603121
Meeting Agenda

2014 Annual Coordination Meeting

Bari 4-6 November 2014

Palazzo Ateneo

DAY 1 Start	End	4-No€	Tuesday Title	Salone degli Affreschi Presenter	Details
9,00	9,30		Welcoming	Constnatinos Mylonas (HCMR), Aldo Corriero (UNIBA)	Meeting logistics, agenda, welcoming from U Bari rector
9,30	10,00		GWP presentation 2 Repro & Genetics	Neil Duncan (IRTA)	
10,00	10,15		Greater amberjack spawning in Greece	Constantinos Mylonas (HCMR)	Reproduction & Genetics
10,15	10,30		Atlantic halibut spawning	Birgitta Norberg (IMR)	Reproduction & Genetics
10,30	11,00		GWP presentation 3 Nutrition	Marisol Izquierdo (FCPCT)	
11,00	11,30	coffee			
11,30	12,00		GWP presentation 4 Larval husbandry	Bill Koven (IOLR)	
12,00	12,15		The effect of dietary taurine on grey mullet larval performance at different stages of development	Bill Koven (IOLR)	Larval rearing
12,15	12,30		Effect of feeding regimes and probiotics in larval rearing of greater amberjack	Marisol Izquierdo (FCPCT)	Larval rearing
12,30	13,00		GWP presentation 5 Grow out husbandry	Nikos Papandroulakis (HCMR)	
13,00	13,30	Lunch			
13,30	14,00	Lunch	Catering at the site of the meeting		
14,00	14,15		Meagre growout problems	Marilo Lopez (Culmarex)	Grow out
14,15	14,30		Presentation of Andromeda and potential for collaborations	Mr Costas Tsokas	Andromeda S.A. (Greece, Spain)
14,30	15,00		GWP presentation 6 Fish Health	Chris Secombes (UNIABDN)	
15,00	15,15		Epitheliocystis and parasites in greater amberjack	Pantelis Katharios (HCMR)	Fish Health
15,15	15,30		Meagre Production and Selective Breeding	Mr Remi Ricoux	Le Poisson du Soleil (France)
15,30	15,45		Presentation of GMF and Involvement in DIVERSIFY	Mr Nikos Papaioannou	Galaxidi Marine Farms (Greece)
15,45	16,00		Amberjack Aquaculture Research in Malta - Advances and Bottlenecks	Dr Robert Vassallo-Agius	Malta Aquaculture Research Center (Malta)
16,00	16,30	coffee			
16,30	17,00		GWP presentation 7 Socio economics	Gemma Tacken (LEI/DLO)	
17,00	17,15		Consumer behaviour in fish consumption	Athanasios Krystallis (AU)	Socioeconomics
17,15	17,30		Buyer preference at retail and foodservice	Michel v.d Borgh (TU/e)	Socioeconomics
17,30	18,00		Wrap up	Constantinos Mylonas (HCMR)	Agenda for next day
20,00			Dinner at Local Restaurant		



Throughout DAYs 2 and 3, there were also one-to-one training sessions of interested Partners with the Project Manager (Mr. Yanis Fakriadis, P1. HCMR), on the use of the Participants Portal. This was done to ensure that all partners were familiar with the Participants Portal, its various functionalities and the way both Scientific and Financial reporting need to be done. This was especially useful to the Partners that had no previous experience with EU Framework Program funding (e.g., some of the SMEs), but was also very useful to more experienced Partners that did not have to use the Participants Portal before in their EU projects.

DAY 1 – Summary presentations of implemented work and invited guests

The morning session started with a brief welcoming from Professor Antonio Felice Uricchio, Rector of the University of Bari Aldo Moro, who expressed his great satisfaction for the hosting of this very important EU project in Bari.

Then a welcoming presentation (**Fig. 1**) was given by the Project Coordinator (PC), Dr. C.C. Mylonas, presenting the Agenda for the meeting, and welcoming the invited guests from outside the consortium and explaining the intentions of the consortium (as presented in the DOW, WP1 Project Management) for including other scientists and stakeholders in these ACMs.



Figure 1. The opening slide for the Annual Coordination Meeting 2014, held at P13. UNIBA, Bari, Italy and the slide showing the DIVERSIFY t-shirts that have been produced by the PC, and will be available to partners to purchase.



The summary presentations started with the one from Dr. Neil Duncan (P3. IRTA), the Group Work Package (GWP) leader for Reproduction & Genetics, presenting the overall objectives of the 6 Work Packages (WP) in this Scientific Discipline, highlighting the important data obtained this first year of the project from each of the different WPs (Fig. 2). The summary presentation (30 min) was followed by two 15 min presentations on the results obtained from WP 3 Reproduction & Genetics – greater amberjack (Dr. C.C. Mylonas, P1. HCMR) and WP 5 Reproduction & Genetics – Atlantic halibut (Dr. B. Norberg, P7. IMR). Likewise, all the presentations from the GWP leaders explained the objectives of the WPs in each Scientific Discipline and provided an extensive summary of the work implemented during the first year of the project, and the significant results obtained. The specific presentations from various other WP Lead Beneficiaries or task leaders, allowed a more detailed presentation of the work that was carried out, for example the “Consumer Behaviour in Fish Consumption”, presented by Dr. A. Krystallis (P11. AU) and the “Buyer Preference at Retail and Foodservice” presented by M. v.d. Borgh (P10. TU/e).

All the presentations of the ACM 2014 have already been uploaded on the project website, and are available to all interested stakeholders.



Figure 2. The opening slides from some of the presentations of DAY 1 of the ACM 2014, including one presentation from an invited guest from outside the consortium (Andromeda Group, Greece).

The presentations from the invited guests, which followed the presentations from consortium GWP leaders and Partners, demonstrated the involvement of other companies in the implementation of DIVERSIFY, such as the provision of tissue samples from the commercial operations of Galaxidi Marine Farms (Greece), Les Poisson du Soleil (France) and Andromeda Group (Greece and Spain) for the study of genetic diversity of



captive broodstocks of meagre (*Argyrosomus regius*), which is implemented in WP 2 Reproduction & Genetics – meagre (Dr. J. M. Afonso, P2. FCPCT). In addition, Galaxidi Marine Farms (Greece) provided their valuable broodstocks for the successful implementation of Task 3.2 Development of optimized spawning induction protocol for captive greater amberjack in the Mediterranean (WP3) and Task 3.5 Spawning induction of greater amberjack and egg collection in cages (WP3). The eagerness of these three very important EU aquaculture companies to collaborate in DIVERSIFY as non-partners and at no cost to the project, underlines the relevance of the proposed tasks of DIVERSIFY to the EU Aquaculture industry, and the important contribution the project can make to the enhancement of the Aquaculture industry in the coming years. In addition, it ensures that expensive infrastructures and resources from outside the consortium may become available to DIVERSIFY at no extra charge, and dissemination of the results obtained to the relevant stakeholders will be prompt and effective.

After the completion of the DAY 1 presentations, all participants had dinner together at a local restaurant (La Pignata), where they were treated to the fine cuisine of Italy, and especially of Bari.

DAY 2 – Scientific Discipline-specific workshops

During the second day of the meeting, six Workshop Sessions were organized according to Scientific Disciplines with the objective of (a) reviewing and evaluating the work carried out and (b) planning the work to be implemented in the various scientific WPs during the second year of the project (Table 2).

Table 2. Agenda of DAYs 2 and 3 of the Annual Coordination Meeting, which took place on the 4-6 November 2014, at the University of Bari Aldo Moro, Bari, Italy.

DAY 2		5-Noe	Wednesday		
Start	End		Salone degli Affreschi	ROOM 2	ROOM 3
9.00	9.30		GWP 4 Larval husbandry	GWP 2 Repro & Genetics	GWP 7 Socioeco
9.30	10.00		GWP 4 Larval husbandry	GWP 2 Repro & Genetics	GWP 7 Socioeco
10.00	10.30		GWP 4 Larval husbandry	GWP 2 Repro & Genetics	GWP 7 Socioeco
10.30	11.00		GWP 4 Larval husbandry	GWP 2 Repro & Genetics	GWP 7 Socioeco
11.00	11.30	coffee			
11.30	12.00		GWP 3 Nutrition	GWP 2 Repro & Genetics	GWP 7 Socioeco
12.00	12.30		GWP 3 Nutrition	GWP 2 Repro & Genetics	GWP 7 Socioeco
12.30	13.00		GWP 3 Nutrition	GWP 2 Repro & Genetics	GWP 7 Socioeco
13.00	13.30		GWP 3 Nutrition	GWP 2 Repro & Genetics	GWP 7 Socioeco
13.30	14.00	Lunch	Catering at the site of the meeting		
14.00	14.30	Lunch			
14.30	15.00	Lunch			
15.00	15.30		GWP 5 Grow out	GWP 6 Fish health	GWP 7 Socioeco
15.30	16.00		GWP 5 Grow out	GWP 6 Fish health	GWP 7 Socioeco
16.00	16.30		GWP 5 Grow out	GWP 6 Fish health	GWP 7 Socioeco
16.30	17.00		GWP 5 Grow out	GWP 6 Fish health	GWP 7 Socioeco
17.00	17.30	coffee			
17.30	18.00		Wrap up in Auditorium	Wrap up in Auditorium	
DAY 3		6-Noe	Thursday		
Start	Auditorium End		Title	Presenter	Details
9.00	9.30		WP31 Dissemination	Rocio Robles	
9.30	10.00		Reporting, Participants Portal, Deliverables	Constantinos Mylonas	
10.00	10.30		Reporting, Participants Portal, Deliverables	Constantinos Mylonas	
10.30	11.00		Reporting, Participants Portal, Deliverables	Constantinos Mylonas	
11.00	11.30	coffee			
11.30	12.00		Reporting, Participants Portal, Deliverables	Constantinos Mylonas	
12.00	12.30		Reporting, Participants Portal, Deliverables	Constantinos Mylonas	
12.30	13.00		Financial issues, web site, communications, amendments	Constantinos Mylonas	
13.00	13.30		Financial issues, web site, communications, amendments	Constantinos Mylonas	
13.30	14.00	Lunch	Catering at the site of the meeting		
14.00	14.30	Lunch			
14.30	15.00	Lunch			
15.00	15.30		Steering Committee meeting	Coordinator, GWP leaders, SME representatives (ARGO, ASIALOR, CULMAREX), APROMAR	
15.30	16.00		Steering Committee meeting	Coordinator, GWP leaders, SME representatives (ARGO, ASIALOR, CULMAREX), APROMAR	
19.00	22.00		Visit Eataly, Bari	Eataly is a high-end Italian food market/mall chain comprising a variety of restaurants, food and beverage stations, bakery, and retail items.	A bus will transport all interested to the site and bring them back at a predetermined time



The workshops of DAY 2 were running in parallel (**Fig. 3**) and, as before, an attempt was made to plan the sessions in a way that would minimize the potential time conflict for most Beneficiaries. This was also achieved by the participation to the ACM of more than one scientist from some of the beneficiaries that are involved in many GWPs. In this ACM, three sessions were running in parallel, with the Socioeconomics group having a session throughout the day (Fig. 4). This allowed more time to discuss the implementation of the DOW for the Socioeconomic and the Reproduction & Genetics groups. More details of these meetings are provided in the minutes of the ACM.



Figure 3. Photos from the DAY 2 workshops of the GWPs Reproduction & Genetics (upper left), Larval Husbandry (upper right), Fish Health (bottom left) and Grow out Husbandry (bottom right).

The Socioeconomics workshop begun with a 2-h workshop (**Fig. 4**) coordinated by P10. TU/e (Dr. Michel van der Borgh and Prof. Ed Nijssen) in order to jointly evaluate the current business models used by the SMEs participating in the DIVERSIFY project and exploring changes that need to be implemented when adopting the new species under development. A business model concerns the relationship between (i) the resources SMEs and their partners in the supply chain use, (ii) the customer value they create, (iii) and the way they make money for each partner.

During the workshop the Business Model Canvas approach (Osterwalder & Pigneur, 2010) was used to identify critical success factors to sell farmed fish in general and for the 6 fish species included in DIVERSIFY in particular. The current business models were compared, versus those required for successfully selling the new species. Insights derived from market descriptions and qualitative interviews from buyers were taken into account.

Following the above workshop, the partners discussed the work implemented during the first year of the project, addressing issues relevant to the prompt preparation of the deliverables, summarizing the accomplished work and planning the next steps in the DOW.



Each GWP leader was responsible for producing the more detailed minutes of the session, which were circulated among the participants for approval the week after the meeting, before being submitted to the PC for compilation of the ACM 2014 minutes, which were also sent to the Beneficiaries for approval by the end of November 2014. The minutes were also submitted to Dr. Marta Iglesias, the EU Scientific Officer for the project.



Figure 4. Photos from the DAY 2 workshop of the GWP Socioeconomics, during the Business Model Canvas approach exercise with the SME representatives.

DAY 3

During this day the agenda included a presentation by Dr. Rocio Robles on WP 31 Dissemination, presentations by the PC on Scientific Reporting and Financial Reporting, and a meeting of the Steering Committee (**Table 2**).

Dissemination

The presentation of WP 31 Dissemination began with a brief reiteration of the WP's many objectives, emphasizing the need for all Partners to participate actively in the preparation of dissemination materials and activities. This includes, but is not limited to, the uploading of updated information on all undertaken research in the various Work Packages. To that effect, there was a presentation of the DIVERSIFY website (www.diversifyfish.eu) and an explanation of its organization both according to the species studied in the project, but also according to Scientific Discipline. This structure was considered optimal in order to organize the acquired knowledge, and to make it easier for stakeholders to locate the information of interest.

Then, there was a presentation of the Deliverables submitted so far, which included the development of the website, brochure and logo, audiovisual material, presentation to the European Aquaculture Society's annual meeting (Aquaculture 2014) in San Sebastian, Spain, and dissemination to the aquaculture industry, food industry and consumers. Dissemination activities started as early as October 2013 (two months before the official starting date of the project) and so far the project has produced 48 Dissemination actions, which include:

1. Magazine articles for the Aquaculture industry, and magazines addressing Politics, Policy and People (The Parliament Magazine, Paneuropean Network, CommNet, etc.),
2. Newspaper articles,
3. Interviews in newspapers, radio or TV,
4. Web articles,
5. Oral presentations in conferences/meetings,



6. Oral presentations to journalists and aquaculture professionals visiting P1. HCMR and P18. CTAQUA,
7. Distribution of the project's brochure and bookmark to aquaculture professionals, regulators and administrators.

All these dissemination activities have been already registered in the Participants Portal. Dissemination material was mainly produced in English, but some material has been produced also in Greek, Spanish, German and Italian. The Dissemination leader underlined the need to implement the recent instructions by the EU to include the appropriate funding acknowledgements in all dissemination activities and material (**Fig. 5**).

The following statement should be included in all Dissemination material (press releases, interviews, web material, etc.)



Co-funded by the Seventh Framework Programme of the European Union



This 5-year-long project (2013-2018) has received funding from the European Union's Seventh Framework Programme for research, technological development and demonstration (KBBE-2013-07 single stage, GA 603121, DIVERSIFY). The consortium includes 38 partners from 12 European countries –including 9 SMEs, 3 Large Enterprises, 5 professional associations and 1 Consumer NGO- and is coordinated by the Hellenic Center for Marine Research, Greece. Further information may be obtained from the project site at “www.diversifyfish.eu”.

The following statement should be included in all Scientific presentations (Posters, Oral presentations and scientific articles)



Co-funded by the Seventh Framework Programme of the European Union



This project has received funding from the European Union's Seventh Framework Programme for research, technological development and demonstration (KBBE-2013-07 single stage, GA 603121, DIVERSIFY).

Figure 5. Instructions for the acknowledging of the EU funding to all dissemination activities, as prepared by the PC and uploaded in the website of the project.

As regards the DIVERSIFY website, it was noted that for the past month it had an average of 300 pageviews per day, with an average visiting time of 2 min, something that is considered very good for the first year of the project. It was also pointed out that the article prepared by P37. EUFIC and uploaded in their website (www.eufic.org) has been accessed 1,000 times so far. The project also has an account in Tweeter and Facebook, in order to widen the reach of the project activities. In order to facilitate the production of short reports on implemented work and acquired results, the Dissemination leader prepared a format file to be used by all scientists to prepare dissemination materials, in a way that would be easy for the partners to prepare. It will contain the most essential information about the Task, and would be easy for the reader to download and read. The file was presented and explained to the Partners.

In agreement with the intentions of the consortium to be as open as possible and to disseminate the results as promptly as possible, all the presentations of the ACM 2014 have already been uploaded on the website of the project, and are available to all interested stakeholders.




Scientific Reporting (Deliverables and Periodic Reports)

A presentation was given by the PC to explain how the Scientific reporting needs to be done for the project. This included both Deliverables and Periodic Reports. The presentation had begun with a reiteration of the roles of the PC, the Species Leaders (SL) the GWP leaders and the WP leaders (Lead Beneficiaries), in an effort to clarify their responsibilities and to remind the information that must be provided by the rest of partners to the WP leaders and GWP leaders.

Regarding the Deliverables, it was emphasized again to the Partners that they must be uploaded **on time** electronically in the Participants Portal. To ensure that all Deliverables are uniform throughout the consortium –in terms of appearance, format, and content quality and extent--, the PC has prepared a specific format file (**Fig. 6**) as well as explicit instructions on the preparation of the Deliverables (**Fig. 7**) which are included in our website ([www.diversifyfish.eu/INTRA/Meetings/2014 Annual Coordination Meeting](http://www.diversifyfish.eu/INTRA/Meetings/2014%20Annual%20Coordination%20Meeting)).

FP7-KBBE-2013-07, DIVERSIFY 603121



Deliverable Report

Deliverable No:	D1.1	Delivery Month:	24	
Deliverable Title	This is the full title of the Deliverable as it was written in the DOW. It should be descriptive enough to show the full scope of the deliverable and all the necessary details.			
WP No:	1	WP Lead beneficiary:	P1. HCMR	
WP Title:	Title of WP from DOW			
Task No:	1.1	Task Lead beneficiary:	P1. HCMR	
Task Title:	This title should come from the DOW and should be complete and descriptive.			
Other beneficiaries:	P2. FCPCT	P3. IRTA	P4. IOLR	P5. UNIABDN
P6. DLO	P7. IMR	P8. IEO	P9. UL	P10. TU/e
P11. AU	P12. APROMAR	P13. UNIBA	P14. IFREMER	P15. ULL
P16. FUNDP	P17. NIFES	P18. CTAQUA	P19. CMRM	P20. SARC
P21. DTU	P22. SWH	P23. ARGO	P24. ITICAL	P25. DOR
P26. GEI	P27. FORKYS	P28. CANEXMAR	P29. ASIALOR	P30. CULMAREX
P31. IRIDA	P32. MC2	P33. FGM	P34. BVFi	P35. MASZ
P36. ANFACO	P37. EUFIC	P38. HRH		
Status:	Delivered/delayed		Expected month:	48

Lead Scientist preparing the Deliverable: Mylonas, C.C. (HCMR),
Other Scientists participating: Corriero, A. (UNIBA), Duncan, N. (IRTA)

Objective: The objective of this Deliverable is to

Description: Description of the work done and results

Deviations: If any, explain the deviations, their impact on the deliverable and project overall

Figure 6. Format file created by the PC for the preparation of the Deliverables of the project (available at [www.diversifyfish.eu/INTRA/Forms & Protocols](http://www.diversifyfish.eu/INTRA/Forms%20&%20Protocols)).



DELIVERABLES - preparation procedure

- Delivered on the Month indicated in DOW!
electronic submission (Participants Portal, SESAM)
→ prepared by Task leader (clear link between Task & D)
submitted to WP leader for editing/approval
submitted to GWP leader for editing/approval
submitted to **PC for editing/approval and uploading**
- Use the same form for all deliverables, available at [www.diversifyfish.eu/INTRA/Forms & Protocols](http://www.diversifyfish.eu/INTRA/Forms%20&%20Protocols)
- All submitted deliverables are available as pdfs at www.diversifyfish.eu/INTRA/Deliverables

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The Deliverable should be prepared by the Task leader (or another appointed researcher) and be submitted to the WP leader for editing/ approval.

Check both the format/language as well as the content. We want to submit complete, meaningful and well written Deliverables, since **EVERY SINGLE DELIVERABLE** will be examined by the Mid Term Evaluation committee, and will have to report on it's content, completion and impact!!!!

The WP leader should make sure that all Deliverables in the Work Package follow the appropriate format (as prepared by the Program Coordination).

Preparing good deliverable will also help in the preparation of the Periodic Reports, since all information may be copy-pasted there, and vice-versa (if a good amount of work has been done and reported in a Periodic Report, prior to the completion of a Task and the submission of a Deliverable)

Participants portal <https://ec.europa.eu/research/participants/portal/desktop/en/home.htm>

Access various aspects of project!!

RESEARCH & INNOVATION
Participant Portal - Grant Management - Scientific Reporting

Deliverables in progress

ID	Type	Version	Last modification	Status	Owner	Completion	Reported	Submitted	Approved	Details
1	Deliverable	1.0	2014-09-10 10:00:00	Approved	PC	100%	2014-09-10 10:00:00	2014-09-10 10:00:00	2014-09-10 10:00:00	Details
2	Deliverable	1.0	2014-09-10 10:00:00	Approved	PC	100%	2014-09-10 10:00:00	2014-09-10 10:00:00	2014-09-10 10:00:00	Details
3	Deliverable	1.0	2014-09-10 10:00:00	Approved	PC	100%	2014-09-10 10:00:00	2014-09-10 10:00:00	2014-09-10 10:00:00	Details
4	Deliverable	1.0	2014-09-10 10:00:00	Approved	PC	100%	2014-09-10 10:00:00	2014-09-10 10:00:00	2014-09-10 10:00:00	Details
5	Deliverable	1.0	2014-09-10 10:00:00	Approved	PC	100%	2014-09-10 10:00:00	2014-09-10 10:00:00	2014-09-10 10:00:00	Details

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The Deliverable list can be viewed in chronological order or by Partner, by clicking on the heading. The submitted deliverables are listed in the bottom of the list, and a copy can be downloaded by all Partners. You can look at them to see the format and how other partners have prepared them.

The already submitted deliverables are also uploaded in the DIVERSIFY web site (INTRA/Deliverables) and are organized according to GWP in chronological order.

Figure 7. Representative slides from the instructions provided in the presentation for the procedure for the preparation of the Deliverables and the uploading of the Deliverable in the Participants Portal (the whole presentation is available at [www.diversifyfish.eu/INTRA/Meetings/2014 Annual Coordination Meeting](http://www.diversifyfish.eu/INTRA/Meetings/2014%20Annual%20Coordination%20Meeting)).

The session continued with the presentation dealing with the upcoming Periodic Report (Period 0-12 months, due January 2015). As for the Deliverables, special format files have been produced by the PC for each Work Package and were sent to the Lead Beneficiaries of each Work Package to help them compile the results and data from each Task (**Fig. 8**). It was stressed that the Periodic Report must include the work carried out during the reporting period with enough detail, but without excessive and unnecessary information. This will allow the Consortium members to follow the major achievements as well as problems encountered during the 1st period, and will enable both the EU Scientific Officer and the Mid-Term Evaluation committee to evaluate the work in relation to the DOW, and be able to make any necessary recommendations.

To speed up the process of preparing the report, while at the same time ensuring that a uniform and high quality document is presented (both in terms of format and content), the work has been delegated to all Consortium members as follows (**Fig. 8**):

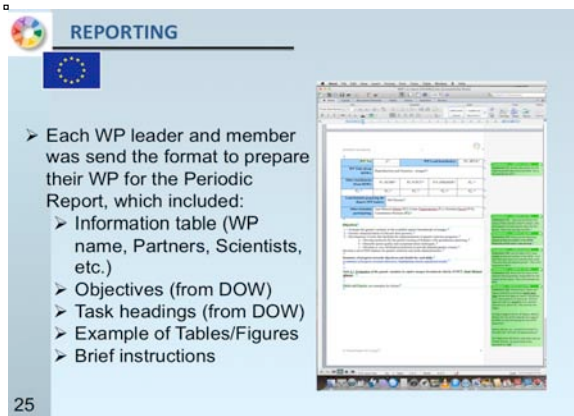
- The Lead Beneficiaries for each Work Package will request the text/figures/tables for each Task from the Task leaders, who are responsible to coordinate their writing with all scientists participating in their task. This process has already begun in preparation for the ACM 2014, so few modifications are necessary,
- The Lead Beneficiaries then compile all the information into a single document for each Work Package, reviews it for content/format/editorial errors and submits it to the GWP leader (20 November 2014),



- c. The GWP leaders then compile all the Work Packages into a single document for each GWP, reviews it for content/format/editorial errors and submits it to the PC (30 November 2014),
- d. The PC then compiles all the GWPs into a single document to prepare the 1st Periodic Report (0-12 Months), and reviews it for content/format/editorial errors (10 December 2014),
- e. The GWP leaders prepare the additional information required for the Periodic Report (10 December 2014):
 - i. 3.1 Publishable Summary (0.5 page per GWP),
 - ii. 3.2.1 Project objectives for the period (0.5 page per GWP),
 - iii. 3.2.2 Project progress and achievements for the period (1 page per GWP)

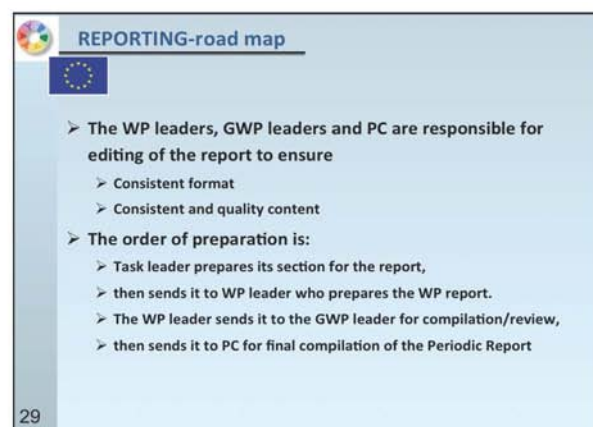
and submit them to the PC for incorporation in the Periodic Report. The PC prepares the remaining sections required (*e.g.*, 3.2.3 Project management for the Period, Deliverables and Milestones, etc.) and completes the 1st Periodic Report by the end of December 2014 and uploads it in the Participants Portal.

All Partners agreed to the procedure and time schedule, and will do their utmost to complete the documents as requested and within the proposed deadlines.



Each WP leader received the file that should be used to prepare their WP report for the Period Report. Some information were put there by the Project Coordinator, in order to speed up the process, make it easier for the WP leaders and also to avoid format errors and mistakes.

Some "Instructions to authors" have been provided as comments in the MS Word file, and more follow in a subsequent slide. **MAKE SURE YOU FOLLOW THEM!!!**



All WP leaders, GWP leaders and the PC will review their respective sections of the report, to ensure a quality report. The objective is that as each WP is moving from Task leader, to WP leader, to GWP leader and finally to the PC, at least four sets of eyes (and equivalent number of brains!!!) would have seen the document, ensuring a uniform and high quality report.

This is the sequence of the process for preparing the Periodic Report.

Figure 8. Representative slides from the instructions provided in the presentation for the procedure for the preparation of the Periodic Report for 0-12 Months, due in January 2014 (the whole presentation is available at [www.diversifyfish.eu/INTRA/Meetings/2014 Annual Coordination Meeting](http://www.diversifyfish.eu/INTRA/Meetings/2014%20Annual%20Coordination%20Meeting)).

At the end of the presentation, the date and location of the **next ACM meeting** was discussed. It was decided to have the meeting later than planned in the DOW (*i.e.*, every 12 months). The next ACM has been proposed for **Jan-Feb 2016** so that it will be closer to the end of the next Reporting Period (30 month, May 2016). This will allow the Partners to use the occasion of the ACM for the preparation of the next Scientific Report, while at the same time there will be no loss of coordination, since the next reproductive season for most of the fish in the project (and hence most of the subsequent activities of the project) will begin after February.

So, the **ACM 2016 will be hosted by the University of Loraine (P9. UL) in Nancy, France**, in Jan-Feb 2016.

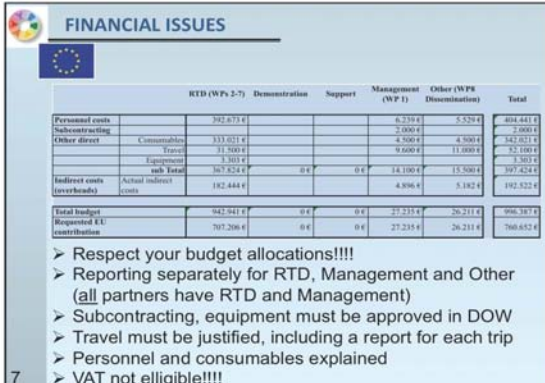


Financial Reporting

After a short coffee break, the PC gave another presentation on the Financial Reporting for the 1st Period of DIVERSIFY (Fig. 9). The objective of the presentation was to reiterate the need for all Partners to become familiarized with the Participants Portal, especially the Principle Investigators from the SMEs who are most likely the ones responsible for entering the financial information (Form C) into the system. After a brief mentioning of the functions of the Participants Portal, the Partners were reminded of some important aspects relating to EU funding schemes and the budget of DIVERSIFY for each Partner. Specifically, it was reminded that there are different types of “Activities” (e.g. RTD, Management and Other), which are handled separately and differently by the EU. All partners in DIVERSIFY have at least two types of Activities (RTD and Management), while many are also involved in Dissemination activities (“Other”).

Partners were reminded that each Partner has requested a specific budget, and allocated the EU support to clearly defined and described types of expenses, such as Personnel, Subcontracting, Travel, Consumables, Durable Equipment and Other types of expenses. It was emphasized that all Partners must do their utmost to **abide by the budget allocation as described and agreed in the DOW**, as relates to both the types of expenses, but also the items that will be charged to the project. The objective is to avoid unnecessary modifications that would require transfer of budget between types of expenses, or spending of the money in items not indicated in the DOW. Of course, it is recognized that there is always the possibility of unforeseen costs, but the Partners were encouraged to keep this to the absolute minimum.





	RTD (WPs 2-7)	Demonstration	Support	Management (WP 1)	Other (WPs Dissemination)	Total
Personnel costs	302,873 €			8,239 €	5,529 €	404,441 €
Subcontracting				2,000 €		2,000 €
Other direct	333,021 €			4,300 €	4,000 €	341,321 €
Travel	38,500 €			9,500 €	11,000 €	59,000 €
Equipment	1,303 €					1,303 €
sub Total	367,824 €	0 €	0 €	14,100 €	15,500 €	397,424 €
Indirect costs (overheads)	182,444 €			4,896 €	5,182 €	192,522 €
Total budget	942,941 €	0 €	0 €	27,224 €	26,214 €	996,381 €
Requested EU contribution	707,206 €	0 €	0 €	27,224 €	26,214 €	760,652 €

- Respect your budget allocations!!!!
- Reporting separately for RTD, Management and Other (all partners have RTD and Management)
- Subcontracting, equipment must be approved in DOW
- Travel must be justified, including a report for each trip
- Personnel and consumables explained
- VAT not eligible!!!!

ALL Financial information (Form C) is filled electronically through the Participants Portal.

Each Principle Investigator (PI) from each Partner has been given access codes at the beginning of the project.

Form Cs must be submitted together from PC for all partners!!!! So, if someone is late, all will be late...

For advice on financial Issues, consult the following publication of the European Commission,

“Guide to Financial Issues relating to 7FP indirect actions”

also uploaded in the website of DIVERSIFY (www.diversifyfish.eu/INTRA/EU_Support_documents).

Respect your budget as it was agreed in the DOW and is shown in the appropriate forms, as well as in Part B of the DOW (See DOW, Part B, Resources to be Committed, pages 119-170) for each partner. The DOW is available in the DIVERSIFY web site (www.diversifyfish.eu/INTRA/DOW_GA_CA).

Expenses must be reported **separately** for each **type** of activity:

RTD, funded by the EU 75 % for Research Organizations, Universities and SMEs, and 50% for large enterprises

Management, funded by 100% by the EU for all partners

Other (i.e., Dissemination), funded by 100% by the EU for all partners

All Partners have at least two types of activities (RTD and Management), while some have also Other.

Expenses are also separated in the following major categories: Personnel, Subcontracting, Other Direct Costs and Overheads (the method for claiming is specific to each partner, and has already been determined/approved in the DOW)

Figure 9. Representative slides from the instructions provided in the presentation for the Financial Reporting (the whole presentation is available at www.diversifyfish.eu/INTRA/Meetings/2014_Annual_Coordination_Meeting).



Then there was a detailed explanation of the different types of costs, followed by a step-by-step guide to how the various costs will be organized and entered into the Financial Reporting (Form C) application of the Participants Portal. Specific examples were used to make it easier for the Partners to understand how the application works and what is the appropriate way to submit the information. The Financial Reporting presentation was later modified by adding detailed comments for each slide, and was produced as a pdf document, to function as instructions for all Partners (especially the ones that were not present at the meeting, or during this day of the ACM 2014) and their colleagues from their organization responsible for the financial reporting. This document has been uploaded in the website of DIVERSIFY and is available at [www.diversifyfish.eu/INTRA/Meetings/2014 Annual Coordination Meeting](http://www.diversifyfish.eu/INTRA/Meetings/2014%20Annual%20Coordination%20Meeting).

It was agreed that the **Form C will be submitted to the PC by all Partners before 10 December 2014**, so that the PC would have time to review and ask for corrections (if necessary) to complete the process by the end of the year.

Steering Committee meeting

At the end of the third day, a meeting of the Steering Committee (SC) was held, as planned in the DOW. The SC members are the PC, the six GWP leaders, three representatives of SMEs and one representative from a professional organization. The people attending this meeting were Mylonas, C.C. (PC, P1. HCMR), Duncan, N. (GWP leader, P3. IRTA), Izquierdo, M. (GWP leader, P2. FCPCT), Koven, W. (GWP leader, P4. IOLR), Papandroulakis, N. (GWP Leader, P1. HCMR), Secombes, C. (GWP leader, P5. UNIABDN), Tacken, G. (GWP leader, P6. DLO), Daniil, M. (P23. ARGO), Lopez, M. (P30. CULMAREX), Deves, K. (P29. ASIADOR) and Ojeda, J. (P12. APROMAR).

No official agenda was prepared for the meeting, but the PC addressed the following issues:

1. Modifications

- a. A significant problem was created by the loss in April 2014 of the wild-caught, greater amberjack broodstock at P24. ITTICAL due to a parasitic infection (*Amylodinium spp*). This stock was required for Task 3.2 Description of the reproductive cycle of greater amberjack. To address this problem, P23. ARGO was requested and accepted to provide a similar broodstock that they acquired for their activities (outside DIVERSIFY). Covering the cost of (a) replacing and maintaining this stock for the period required by the project (Dec 2013 to April-June 2015) by P23. ARGO, and (b) traveling for sampling the fish during the reproductive season by P1. HCMR will be done through redistributing funds from the P24. ITTICAL budget.
- b. A problem was also encountered in the activities of P8. IEO in Tenerife, Spain under WP9 Nutrition – greater amberjack and WP15 Larval husbandry – greater amberjack, due to the failure of their greater amberjack to spawn fertilized, high quality eggs. As a result, the work was not implemented and will have to be done next year, with one year delay. The possibility of one Partner needing eggs from another was recognized in the DOW (Part B p.33, Table B 1.3.1a Identification of the level of risk per activities and associated contingency plans) and was addressed in the Kickoff meeting (recorded in the Minutes of Kickoff meeting), and this was the reason that multiple broodstocks from all species were included in DIVERSIFY, and the decision was taken at the Kickoff meeting that P2. FCPCT would examine the possibility of transferring greater amberjack eggs to partners that would need them. However, P8. IEO did not request a supply of eggs, as they were hoping that their own broodstock would start spawning. The PC considered this a serious fault on the part of P8. IEO, and to a certain extent the WP9 and 15 Lead Beneficiaries (P2. FCPCT in both WPs) who could avoid this with a more close following of the activities of their Work Packages. Such problems should be avoided in the future, and the PC asked the GWP leaders to be more “pushy” with managing the activities of their GWPs and the function of the Work Package Lead Beneficiaries.

2. Dissemination – GWP leaders need to be a bit more active in preparing dissemination activities. In addition, the PC asked the GWP leaders to encourage more contacts with national and private initiatives



making similar research to DIVERSIFY, and to identify potential invited guests from International experts, according to the guidelines explained in the DOW (WP 1 Management and WP 31 Dissemination). Some members suggested that video-conferencing should be considered to include presentations from invited speakers during DAY 1 of the ACMs.

3. Socioeconomic – more focus of the Partners and better communication with other consortium members that can provide essential information (especially P12.APROMAR, P34.BVFi) was encouraged.
4. Management - Substitution of the leader for GWP Nutrition Dr. M. Izquierdo.
 - a. The PC expressed his dissatisfaction on the commitment of this GWP leader to the project (*e.g.*, attendance to organized meetings) and the limited responsiveness to the PC's communications regarding the management and acquisition of information of the GWP, which are probably caused by a heavy workload of the GWP leader with other commitments,
 - b. The GWP leader responded that she is very proud of the work done by her, her organization and her GWP partners, and that there is a communication problem between her and the PC, and that she does not understand the requests of the PC, due to differences in their “coordination approach”,
 - c. The PC suggested that the GWP leader appoints someone from within her organization to be GWP Nutrition leader, someone with more available time to respond to the requirements of the project and the PC's requests, while she can remain involved according to her availability,
 - d. The GWP leader responded that she proposes Dr. Hipolito Fernandez Palacios to take this role, since this scientist has had prompt and effective communications with the PC so far (as member of the GWP Reproduction & Genetics). However Dr. Izquierdo, should remain as the leader of WP 9 and Task leader in various WPs, and will assist Dr. H. Fernandez Palacios in the management of the GWP Nutrition, as much as possible.
 - e. The PC accepted the suggestion and both will try to work with this arrangement. Dr. H. Fernandez Palacios was contacted at the end of the meeting and presented with this development, and he accepted to assume the role of the GWP leader for Nutrition, with the support of Dr. M. Izquierdo.
5. Next ACM 2016 end of January, beginning of February, UL University Loraine, France, hosted by Pascal Fontaine - The location of the meeting and the time was confirmed by all members of the Steering Committee, since some of them were not present in the previous discussion of the subject.

Excursion to “Eataly”

In the evening, the participants that were still in Bari were taken by bus to “Eataly”, a high-end Italian food market and restaurant, where they had a chance to taste a variety of Italian dishes, as well as buy authentic Italian products, such as pasta, cheese, sausages, etc. It was also a good opportunity to relax after a heavy 3-day meeting, and to strengthen the “social” bonds between the consortium members.

Deviations: The ACMs were planned in the DOW to consist of 2-days of open presentations and 1 for consortium activities. Instead, the ACM 2014 contained only 1 open day and 2 days reserved for consortium activities. This was considered necessary because of the large number of Work Packages in the project, and the need for as much time as possible to be allocated to the discussion of obtained results and future planning of the work. Based on the progression of ACM 2014, we believe this arrangement is adequate to both disseminate the most important information obtained in the previous period by the consortium, and also to benefit from presentations and the interaction with the invited guests. So, we intend to maintain this planning for the following ACMs.



A group photo of the participants of DIVERSIFY ACM 2014 at the staircase of the magnificent Palazzo Ateneo of the University of Bari Aldo Moro, Bari, Italy. At the front, Professor Antonio Felice Uricchio, the Rector of UNIBA (3rd from the right).



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