

D1.1.1 Project Handbook & Quality Management Plan

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Work package 1 – Management Task 1.1 Administrative Management

Lead contractor for this deliverable JR

Dissemination level: Confidential, only for members of the consortium (including the Commission Services)

EXECUTIVE SUMMARY

This document is the Project Handbook (PH) for the ProVisG Project prepared under the Seventh Framework Programme (Cooperation FP7-2007.2.1.01 Space) no: 218814. It contains all links to the Project master data (contracts, Project organization, work description, administrative and financial planning data) and all information necessary to ensure unique management procedures, communication streams, and Quality Management.

The PH serves as a single entry point to all information needed to manage the PRoVisG project in internal cooperation, and externally in relation to EC. In its first official version (to be expected by end of February, 2009) it has been compiled in agreement with the PRoVisG Project Management Board, and EC Contract Managers. The PH is a living document. Therefore the most recent version of it is to be found on the PRoVisG document store.

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