



This project has received funding from the European Union's Horizon 2020 research and innovation programme under grant agreement No 731996

smart_{met} The logo for the Smart.MET project. The word "smart" is in grey, "met" is in blue, and there is a blue water drop under the "t". To the right is a blue Wi-Fi symbol.

Annex 6

END OF PHASE REPORT FORM

Codice CIG n. 75400928C0

Applicable to the "Smart.met" project as referred to the action entitled 'PCP for Water Smart Metering – SMART.MET as described in the Grant Agreement No 731996 associated with document Ref. Ares(2016)6330258 - 09/11/2016 available on the EU Commission participant portal

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I. INTRODUCTION AND SUBMISSION INSTRUCTIONS

Please note that capitalized terms used herein shall have the meaning set forth in the Framework Agreement

The purpose of this "End of Phase Report" is to provide an additional summary to the requested end of phase deliverables and to highlight the work that Contractors have performed for the procurement of the R&D services as specified in the framework agreement. Please describe the work undertaken during Phase [I] [II] [III], including what work was completed and why this was important. Please complete this form as fully as possible.

This End of Phase Report must be submitted before or at the Completion Date of the corresponding Phase.

The submission must be sent in soft copy by e-mail to:

[...]

and in hard copy in two originals by registered mail to:

[...]

In case of discrepancy between the hard copy and soft copy of the submitted End of Phase Report, the hard copy shall prevail.

You are advised that satisfactory completion of this report and provision of the deliverables forms part of the contractual obligations to be complied with under the Agreement.

The End of Phase Report should be completed by the Contractor, with input from any sub-contractors or (in case of multiple parties acting as one Contractor) project partners as appropriate. Please answer, wherever possible, on behalf of the business units, divisions, companies and/or other legal entities involved in the work. If this is not possible, please specify the organisation to which your answers refer.

Please answer the questions in the spaces provided. Try to answer fully, but keep your answers succinct and no longer than necessary to clearly explain them. When describing technical solutions, please regard your audience as being someone familiar with the technology, but not an expert. The End of Phase Report may be done in narrative alone. However, diagrams or pictures may be added where these aid clarity within the restriction on the page limit of a total of 20 sides of A4.

II. REPORT

II.1 General information

Organizational details	
Type of Organisation:	Please Select One: Private sector, Public sector, Academic, Not for profit (third sector)
Registered Name of Organisation:	
Registered Address:	
Town/ City:	
Postcode:	
County:	
Report Author:	
Telephone Number:	
E-mail Address:	xxxx_xxxxx
Project Reference:	Please Select: Phase 1, Phase 2, Phase 3
Report Type:	
Total Contract Cost in Euros:	
Start Date:	
End Date:	
Sub-contractors:	

II.2 Technical report

At the beginning of this Phase [I] [II] [III], what were your aims and objectives?

Please provide a summary off the outputs of this piece of work and relate these to the original objectives. How do the outputs address the requirements of this PCP?

Describe any changes to the original plan in the tender. What was the reason for these changes? Please include any circumstances that aided or impeded the progress of the project and the actions taken to overcome them.

Please provide a short factual summary of the most significant outcomes of your work.

Describe the innovative aspects of the work, including any new findings or techniques.

Describe where the R&D and other operational activities have been performed.

Describe any potential long term collaborations/ partnerships entered into. Please list the organisations and the role they played in the project.

Describe the potential for exploiting the work. Please identify any new intellectual property which has been filed or for which filing is anticipated.

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Please describe how your organisation has gained from this project. What new business opportunities have been created? Do you expect your organisation to grow as a result of this project?

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(To be answered only for the report on Phase I)

Describe the suitability of the project results for: (a) developing a prototype, and (b) development of small scale pre-commercial system – in order to facilitate assessments of progress into next phase.

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(To be answered only for the report on Phase II)

Describe the suitability of the project results for the development of small scale pre-commercial system / test series – in order to facilitate assessments of progress into next phase.

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Please insert additional information that may be pertinent. This may be in the form of text, pictures, diagrams, data, graphs that support the work.

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II.3 FINANCIAL REPORT

Please provide complete and clear information about the allocation of monies paid by the Lead Procurer with consideration to the R&D service contract minimum requirement. Use the table below. Add explanation if required.

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CATEGORY	UNIT PRICE	QUANTITY	TOTA PRICE (€)
Labour price [...] [...] [...]			
Materials			
Capital equipment [...]			
Subcontract			
Travel and accommodation			
Other (specify)			
TOTAL PRICE			