# WP10 Management Group
## Luc Stakenborg, representing Quasset

**SDP FRAMEWORK - QUESTIONNAIRE**

**Company / Representative / Date**

Quasset / Luc Stakenborg / 18/09/2010

**1. Your role in the project and objectives for the SDP**

No response

**2. Identified Target Stakeholders and recommendations/nominations for the Stakeholders' Board**

Key stakeholder groups are: Senior management and policy makers of Water Utilities, specialists in Water utilities responsible for integrated information/smart network management and Water Market Intelligence agencies (e.g. Global Water Intelligence)

Recommendations: We have 2 potential candidates in Government and Research. We will consult with them first to see if they are willing to consider participation in the Stakeholder Advisory Board

**3. SDP priority actions/deliverables for your Identified Stakeholders and synergies with corporate plan of actions (objectives, expected impacts, timeline)**

On-site visits and Senior management Briefing sessions are invaluable ways to explain and demonstrate the benefits and challenges of SWN to key stakeholder groups, in order to raise awareness and interest in SWN approach with other Water utilities in Europe and around the world. Ideally site-owners would organize a series of targeted on-site visits, invite other Water utilities and involve the SW4EU partners to contribute and co-present to these visits.

**4. Other approriate activities/deliverables**

In the June 16 meeting we discussed the importance of a supporting business case for SWN. Will further work on the business case be done as part of WP10? If so, Quasset can contribute in the business case modelling, together with Vitens and other partners. Quasset has extensive experience in asset/business modelling, working with Vitens.  Quasset is also tasked with developing business models in another EU FP7 project called Petrobot. Depending on the required effort, we may need to reprioritize some of the activities described above

**5. Allocated resources (Grant + Co-financing) by the partner for each deliverable (person-monhs)**

Within WP10 we have a limited amount of time available (2 man months) for dissemination activities, so we need to focus our efforts on contributing to activities targeted at our priority stakeholders.

| Activity | Effort (MM) | Deliverable in SDP (*) | Timeline |
|---|---|---|---|
| Create/publish online presentation and videos, flyer | 0.5 | A10.2b, A10.2c | |
| Prepare and co-present during on-site visits (e.g. 10 sessions over next 36 M) | 0.75 | A10.4b, A10.3b | |
| Contribute to Project outcome symposium | 0.25 | D10.9 | |
| Contribute to other dissemination activities (ad-hoc or on request) | 0.3 | Various | |
| Overhead (WP10 meetings, reviews) | 0.2 | ? | |
| **Total** | **2** | | |

**6.Proprosed strategic Collaborations for leveraging resources and capabilities**

No response

**7. SDP organizational structure and implementation procedure issues (e.g information security terms, publication policy, IP, etc.)**

No response

**8. Recommendations for SDP Activities monitoring and impact benchmarking**

No response

**9. Your needs and expectations as the end user from the SDP activities (e.g. training, on-line and information you would like to have, workshops...)**

No response

**10. Other identified issues**

No response

**SDP ON-LINE AND OFF-LINE COMMUNICATION TOOLS - QUESTIONNAIRE**

**Company / Representative(s) / Date**

Quasset

**1. Online and offline communication tools you would like to focus on (For each tool: objectives, Target Stakeholders, timeline)**

As part of WP10, Quasset plans to create online presentations (Powerpoint/PDF), an online video and a flyer for hand-out during workshop/conferences. We will publish these communication tools on the SW4EU site and also on our company website. We will use our company website to also inform visitors on e.g. demo site-visits and other relevant SW4EU events.

Attention point (also mentioned in your extended meeting minutes): Quasset would like to create, use and publish screenshots and videos of IMQS in action in the VIP demo site. However, we recognize that some information on display may be considered sensitive. I think in general, the partners need a few general guidelines from the site owners, what is acceptable to show and a basic approval process for the materials produced (e.g. a single point of contact from the site owner to review and approve material).

**2. Recommendations for upgrading the SW4EU website and extranet (additional pages, functionalities, services or information you would like to find or provide)**

We are very happy with the current site design (excellent job done by the team!), so we don't think major changes are needed. Suggestions/recommendations for the website:
  ➢ Have a one page profile per partner, including direct downloads (e.g. for company/solutions presentation) and maybe an embedded demo video.
  ➢ We recommend that all partners use a common SW4EU Powerpoint template for their (downloadable) presentations. It will create more overall consistency and ensure proper branding of communication tools. The template should also leave room for some partner/solution branding
  ➢ It would be good if we get insight in usage/visitors of the site (e.g. using Google Analytics) and see how successful it is in reaching the target audiences. I hope you can share these statistics with the partners
  ➢ Include a schedule with planned site-visits

**3. Recommendations for stimulating continuous website updating and information feeding by the partners**

No response

**4. Recommendations for upgrading the newsletter and other communication tools**

A recommendation for online presentations and videos created by all partners: the demo sites are very much the result of a collaborative partnership between site-owner and solution providers. I would like to suggest that demo videos and online presentation provided by each of the partners make a reference to other partners involved, recognizing their roles in delivering parts of the SWN.

**5. Tools deployment issues (e.g. information security terms, liabilities, etc.)**

No response

**6. Recommendations for tools deployment monitoring and impact benchmarking measures**

No response

**7. Your needs and expectations as the end user of the website and other communication tools (e.g. tools you expect to use, type of information, useful services...)**

No response

**8. Recommendations for dissemination/communication through social networks, events, magazines, media…?**

Here are some pointer to on- and offline publications:
- Waterworld - http://www.waterworld.com/
- Waste water and water treatment - http://wwtonline.edie.net/
- Water efficiency – the journal for water resource management - http://www.waterefficiency.net/WE/WEhome.aspx
- Water Technology - http://www.watertechonline.com/
- The International Water Association - http://www.iwapublishing.com/template.cfm?name=w21
- H2O - http://www.vakbladh2o.nl/
- http://www.environmental-expert.com/water-wastewater/magazines
  - Water Utility Management International
  - Water Asset Management International
  - Water Today
  - World Water
  - Municipal Sewer and Water
  - International Journal of Critical Infrastructures
  - Advances in Water Resources
  - Water and Wastewater International Magazine
  - Water Resource Management

**9. Other identified issues**

No response