



May, 2007

**Quality Management Plan  
(D 2.1)**

**Aims:** to serve as a guideline to manage quality control.

A report regarding the evaluation of the REMOR Project quality in accordance with:

1. strict respect of the deadlines and time-limits indicated in the REMOR Project;
2. collaboration among all Partners in the exercise of activities and tasks that demand a combined effort;
3. maintenance of stable contacts with the University of Genoa, as manager and coordinator of the REMOR Project.



## **Introduction**

The REMOR Project is aimed at analysing the European Commission's proposal of Regulation on Maintenance Obligations Recovery through the performance of both research and learning activities.

The achievement of the REMOR Project's objectives is strictly dependent upon the Partners' active cooperation and coordination.

It is therefore necessary that each Partner performs its own specific tasks and activities within the time limits as expressly pointed out in the **Implementation Plan (D 1.2)** relative to the REMOR Project, and its annexes, and keeps constant contact with all the other Partners.

In this respect, each partner will act as a specific point of reference for a specific aspect of the Project, for a geographic area, for a professional area, and for a group of indirect partners.

As such, the involvement of each partner must necessarily be based on permanent consultancy and on an evaluation-in-progress of all the activities performed; the Project's aim is to satisfy the requirements and expectancies of all users with a high quality level product.

To this purpose, the tasks and activities will be monitored on the one hand by the Partners themselves, through a continuous exchange of information, and on the other hand, by the stakeholders, that is, all the participants to the learning activities performed, who will, in turn, be given the opportunity to express their own opinion in this regard.

This **Quality Management Plan (D2.1)** is aimed at providing the necessary guidelines to evaluate the entire Projects' activities and tasks as well as at establishing adequate mechanisms to control quality. It is therefore to be considered as a tool for the evaluation of the performance by the Partners of the various tasks and activities assigned thereto, in compliance with the criteria set by the **Implementation Plan (D 1.2)**.



**Learning and research activities: the necessary use of different criteria and methods of evaluation.**

It is necessary to point out that all the above-mentioned tasks and activities are to be classified into two different categories, which shall be evaluated following different criteria and methods. Specifically, the Project comprises the following two categories of activities to be performed:

1. learning activities - all those tasks and activities that a Partner is to perform in order to promote the exchange of information among operators - other than among the Partners themselves - on the European Commission's proposal on regulation of maintenance obligations recovery and, more generally, on European Union Family Law issues.
2. research activities - all those tasks and activities that a Partner is to perform in order to analyse critically the content of the European Commission's proposal on regulation of maintenance obligations recovery and, more generally, on European Union Family Law issues and, to deliver reports, papers and/or books with regard to the above-mentioned subjects.



## **Learning activities: criteria and methods of evaluation.**

### **First stage – organisation**

The performance of the learning activities strictly depends on the Partners' active cooperation and direct participation in the initiatives organised within the Project.

Most of the tasks and activities assigned by the Project are aimed at creating a 'network' among all participants to the Project. Such tasks and activities are to be performed in the first stage of the Project and, more precisely, from February 2007 to September 2007.

Each Partner, being a point of reference for a specific part of the Project, is therefore required to perform its own tasks and activities and also to cooperate constantly with all other Partners in accordance with the deadlines set.

Each Partner is expressly required to:

1. adjourn, through electronic mail and/or through the REMOR website, all the Partners with regard to the developments in the performance of the activities and tasks assigned thereto;
2. maintain stable contacts with the University of Genoa, as manager and coordinator of the Project;
3. answer, as soon as possible, to the requests of all Partners and, in particular, of the University of Genoa, in its quality of manager and coordinator of the Project;
4. inform the University of Genoa of possible problems and/or difficulties arisen in the performance of the tasks;
5. guarantee strict respect of deadlines and time-limits as expressly indicated in the **Implementation Plan (D 1.2)**;
6. provide its assistance and collaboration to all other Partners in the performance of activities and tasks assigned thereto, and which demand a combined effort;
7. inform all Partners of any news with regard to European Union Family Law and, in particular, with regard to the topic of maintenance obligations recovery.



Given the fact that all these activities are of fundamental importance, due to the fact that they are aimed at providing the basic structure for the Project, the performance of the same is to be supervised by the Partners themselves, through the regular exchange of information and the arrangement of regular contacts to discuss the results achieved and future plans.

The **Interim Quality Management Report (D 2.2.)** shall provide the quality evaluation on learning activities in their first stage.

### **Second stage - performing the learning activities**

From September 2007, the Partners shall commence to hold the planned seminars, meetings, conferences and workshops, in order to exchange information and opinions on maintenance obligations recovery and, more generally, on European Union Family Law issues.

More precisely, each Partner is expressly required to:

1. undertake initiatives such as meetings, seminars, conferences and/or workshops in its own country;
2. give prompt information with regard to the initiatives organised to the other Partners, through electronic mail and the REMOR website;
3. provide all the participants with information with regard to the above-mentioned initiatives, with the specific **Learning Activities Evaluation Sheet**, in order to collect their feedback.

The parameters for the quality evaluation of the learning activities are to be:

1. the REMOR website, intended to be the main depository of all information and documentation, which each Partner considers relevant for the exploitation of the above indicated subject;
2. the results derived from the **Learning Activities Evaluation Sheet**.

The **Final Quality Management Report (D 2.3)** shall provide the quality evaluation on learning activities and, more precisely, for meetings, seminars, conferences and/or conferences.



## **Research products: criteria and methods of evaluation.**

### **First stage - collection of research materials**

The University of Genoa is to deliver all the research products. All Partners are required to cooperate in the collection of all materials which are relevant for the elaboration of papers and reports.

To this purpose, each Partner is to:

1. provide all answers to the questionnaire enclosed to the **Implementation Plan (D 1.2)**;
2. collect materials, which may be relevant to the research activities;
3. render all such collected materials accessible to the other Partners, by translating and uploading them on the REMOR website.

### **Second stage - research products**

In cooperation with all Partners, by the end of January 2008, the University of Genoa are to deliver the following research products:

1. **Report on relevant questions and legal practitioners' common needs (D 4.1)**;
2. **Comparative analysis report on the system of circulation of decisions regarding the payment of maintenance obligations within the European judicial area (D 4.2)**;
3. **Document on critical examination of the contents of the proposal of regulation on jurisdiction, applicable law, recognition and enforcement of decisions and cooperation in matters relating to maintenance obligations (D 4.3)**;
4. **Report on the effects of the proposal of regulation COM (2005) 649 def. on Member States' legislations (D 4.4)**;
5. **Paper with advice for suitable changes and completions to proposal of regulation COM (2005) 649 (D 4.5)**.



The research products are therefore to be sent to the External Evaluation Committee. Once received and analysed, each Member of the Evaluation Committee is to complete the **Paper/Report Evaluation Sheet** and remit the same through e-mail.

The parameters for the evaluation of the research activities are essentially founded on:

1. the results deriving from the **Paper/Report Evaluation Sheet**; and on
2. the relevance of the scientific journal where the research products shall be published.

The **Final Quality Management Report (D 2.3)** shall provide the quality evaluation on the research activities and products.

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