

INTERIM TECHNICAL REVIEW – INTRODUCTION AND QUESTION/ANSWER

Introduction

The aim of the interim technical review is to assess the work carried out under the project during the first years (2) and to provide recommendations to the whole consortium, (EFPIA companies, IMI JU beneficiaries and other participant(s) and IMI JU Executive Office. Such review may cover scientific, technological and other aspects relating to the proper execution of IMI JU funded project.

Objectives of the review

The reviewer's task is to give external and independent advice with respect to the following issues:

1. the overall satisfactory progression of the project
2. the degree of achievement of the project work plan for the relevant period and the related deliverables;
3. the continued relevance of the objectives and breakthrough potential with respect to the scientific and industrial state of the art;
4. the expected potential impact in scientific, technological, economic, competitive and social terms (where relevant) and different from the initial objectives;
5. the plans for the use and dissemination of results
6. the partnership; participants' contributions, and integration within the project;
7. the IMI JU contribution and in kind contribution planned and used in relation to the achieved progress;
8. the management quality of the project, procedures and methods of the project.

The reviewers will assist the whole IMI consortium as well as IMI JU Executive Office by recommendations they may provide.

Outline of the review process

There is a remote and in house review.

IMI JU Executive Office appoints external independent experts to perform the interim review of the project. The IMI JU Executive Office transmits the names of the appointed experts to the coordinators of the project for their approval (to make sure that there is no conflict of interest or problem with these experts).

The review panel will be constituted with:

- 1 expert from the panel participating to the evaluation of the Full Project Proposal
- 1 or 2 experts from the IMI JU Scientific Committee (with relevant expertise)
- 1 expert proposed by the consortium

The experts receive all the necessary documents to prepare remotely the review.

A review meeting is scheduled. The project coordinator and the managing entity present an overview of the project's progress assisted by work-package leaders or any relevant participant to the project.

Review material

The documents to be reviewed should include the following:

- Project periodic reports for the periods under review
- Annex I (contractual Description of Work against which the assessment will be made)
- Any other relevant documents

Reporting

At the end of the review exercise, the experts will prepare a consolidated report which will be provided to the coordinators.

QUESTION/ANSWER

1) What is the interim review and when does it take place?

The aim of the interim technical review is to assess the work carried out under the project during the first two years and to provide recommendations to the whole consortium (EFPIA companies, IMI JU beneficiaries and other participant(s), and IMI JU Executive Office. Such review may cover scientific, technological and other aspects relating to the proper execution of IMI JU funded project.

It is performed following the submission of the 2nd periodic report and is based on the first two periodic reports (period 1 and 2).

2) Who does perform the review?

The IMI JU appoints external independent experts and transmits the names of the appointed experts to the consortium.

The review is performed by an expert panel constituted by:

- 1 expert from the panel participating to the evaluation of the Full Project Proposal,
- 1 or 2 experts from the IMI JU Scientific Committee (with relevant expertise),
- 1 expert proposed by the consortium

3) What are the objectives of the review?

The reviewers' task is to give external and independent advice with respect to the following issues:

- whether the project is progressing satisfactorily
- the degree of achievement of the project work plan for the relevant period and the related deliverables;
- the continued relevance of the objectives and breakthrough potential with respect to the scientific and industrial state of the art;
- the expected potential impact in scientific, technological, economic, competitive and social terms (where relevant);
- the plans for the use and dissemination of results
- the partnership; the participants' contributions, and integration within the project;
- the IMI JU contribution and in kind contribution planned and used in relation to the achieved progress;
- the management quality of the project, procedures and methods of the project.

The reviewers will assist the whole IMI consortium as well as IMI JU Executive Office by recommendations they may provide.

4) Which documents should be submitted by the Consortium for the interim review?

The documents to be reviewed should include the following:

- The periodic reports for the period under review (first 2 years)
- Annex I (contractual description of Work against which the assessment will be made).

- Any other relevant documents including publications etc.

5) What is the process for the review?

The experts will assess all the documents remotely to prepare for the in-house review meeting.

During this meeting, the project coordinator and managing entity will be invited to present an overview of the project's progress assisted by work-package leaders or any relevant participant to the project.

6) What is the outcome of the review?

The output of the review meeting will be a consolidated report written on the basis of the reports provided and discussion during the meeting (see [template](#)).

This consolidated report will be delivered by the independent experts after the meeting.

The IMI scientific officer in charge will communicate this interim review report to the coordinator who will inform the Consortium. This report is for internal use only. The Consortium will consider these recommendations and their implementation within the project.