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The project
“Open Food Innovation University” - OFINU
No.101128855

PROJECT QUALITY ASSURANCE PLAN (D5.5)

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Executive summary

The Project quality assurance plan (further in this document named – PQP) provides guidance on the project quality **standards and requirements, define quality assurance and quality control procedures, sets criteria and indicators to verify quality, and staff responsible for assurance of quality**. The PQP refers to the project “Open Food Innovation University” – OFINU, No.101128855, being in implementation with support of EU Erasmus+ Programme financial support. The period of the Grant agreement covers time period 01/02/2024 till 31/01/2027, for which the partners apply and observe management procedures, set in this document. Quality requirements have to be observed and applied by any of partners till full completion of obligations, set in the Grant Agreement, signed between P1 LBTU as a coordinator and the European Union Education, Audiovisual and Culture Executive Agency (EACEA) as a funding authority, and it means – till end of a period of 5 (five) years starting from the date of payment of the balance by the funding authority to the coordinator. The exact date will be known in spring 2027. The PQP will be updated throughout the OFINU project lifecycle to meet the project’s needs.

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1. SUMMARY OF THE PROJECT

Overall objective - to modernise food innovation and technology related higher education in Uzbekistan and Tajikistan, thereby increasing the quality and ensuring relevance of the higher education to the needs of the socio-economic growth of the countries concerned and especially of their regions.

Specific objectives:

1. Improve the quality of food processing related higher education in Uzbekistan and Tajikistan, enhance its relevance for the needs and interests of sustainable national economies, labour market and societies.
2. Create and implement innovative study form for increase of level of knowledge, skills and competencies of students and external learners, thus increasing their competitiveness in the labour market and employability potential of students.
3. Promote inclusive education, create learning opportunities for the external learners of different age, social background and geographic locations.
4. Ensure professional development for academic and administrative staff in order to impact the quality of higher education provided by the involved HEIs in the longer term.
5. Stimulate cooperation of universities and business, exchange of good practice, develop and test the study modules with and within enterprises, thus enhancing relevance of higher education to the respective business sector.
6. Enhance internationalisation of Central Asia higher education institutions and capacity to network effectively.

Partners of the project:

- Lead partner/Coordinator: Latvia University of Life Sciences and Technologies (P1 LBTU)
- Uzbekistan: Samarkand Agro-innovations and Research University (P2 SAMARU), Andijan Institute of Agriculture and Agro-technologies (P3 AIAA)
- Tajikistan: Technological University of Tajikistan (P4 TUT), Kulob Institute of Technology and Innovation Management (P5 KITIM), Isfara Branch of the Technological University of Tajikistan (P6 BTUTI)
- Slovakia: Slovak University of Agriculture in Nitra (P7 SUA).

6 associated partners – 5 companies and one food processors’ organization:

3 in Uzbekistan: Fruit and vegetable processing sector - a group of companies "AGROMIR", Fruit and vegetable processing sector - the company "Navigul" MCHJ QK, Cereal processing sector - "Samarqand don mahsulotlari" JC (Samarkand grain products). **3 in Tajikistan:** Dairy processing sector - CJSC "Combinati Shiri Dushanbe", Meat processing sector - limited liability company "Orion Rustam", Association of Entrepreneurs of Khatlon.

Work packages (main groups of measures) and expected results:

Work packages and main activities	Expected results
WP1 Creation of the environment for the Open Food Innovation University.	15 administrative staff trained and upskilled. Open university integrated (developed and adopted) at 5 Central Asia higher education institutions.
WP2 Design of the Open Food Innovation University study modules, tools and process.	7 study modules and workbooks elaborated and adopted. Digital platform created and functions well.
WP3 Central Asia universities’ capacity building.	50 teachers trained and upskilled. Pilot production or quality evaluation equipment acquired for Central Asia higher education institutions.
WP4 Open Food Innovation University study process piloting.	Study modules piloted. At least 100 students and at least 60 external learners have participated.
WP5 Quality and sustainability measures.	Quality assurance methodology and Sustainability plan adopted.
WP6 Dissemination and promotion.	The project and its results promoted among internal and external stakeholders. Joint forum held.
WP7 Management and coordination.	Qualitative implementation of the project and achievement of all planned results ensured.

2. OBJECTIVE OF THE PROJECT QUALITY ASSURANCE PLAN

The aim of the Project Quality Assurance Plan (PQP) is to provide a framework that defines the quality assurance tools and measures, as well as the quality control and monitoring procedures of the OFINU project. The PQP is intended to serve as a guide for the OFINU coordinator, and the consortium partners to monitor the project progress and deliver good quality of all intended and achieved results within the project's lifecycle. It can also serve as a mechanism for reporting the project's progress and for maintaining transparency in project activities and deliverable completion. In cases where internal quality audits might be conducted, the PQP can be used for evaluating the implementation of the PQP during the project.

3. QUALITY DEFINITION

Quality within the OFINU project means a) **compliance of created and achieved results, and implemented measures value and validity with a project plan**, being part of the Grant Agreement, b) **relevance to the needs of respective groups of stakeholders** and c) **sustainability**.

4. RESULTS TO BE CREATED OR ACHIEVED

This section includes information on results to be created or achieved and sustained in the long-term perspective. The main results describe three main results, which make core of the project, and main aspects, to be analyzed for each of them in order to identify quality, relevance and sustainability. Below are listed all deliverables and milestones. Deadlines and brief description on what have to be achieved and how should be proofed for each deliverable and milestone, is provided. Main stakeholders - target groups are provided for the deliverables.

4.1. MAIN RESULTS

Main results	Quality aspects of the each main result
Open university as a novel study form:	Legal issues: open university has been adopted at the involved Central Asia universities. Structure and mechanisms are clear. Process: External learners find it easy to join and learn. Performance: staff, managing the open university, is competent and skilful, it ensures good communication to students and external learners, and provides well organised support to them. Visibility and recognition: main groups of stakeholders are informed on the open university, they understand for whom it is addressed and on what conditions is possible to join. Value: Participants of the pilot studies have accepted the open university, find it attractive and valuable. They suggest it to other potential external learners.
Food technology and innovation related study modules:	Novelty and relevance: 7 new study modules include novel knowledge, significantly improving existing study programmes and courses, methods used for teaching contain innovative approach, satisfying expectations of students and external learners. Capacity to sustain after the project: trained academic staff has capacity to deliver new content and to use innovative teaching methods in conditions of mixed audience. Visibility and recognition: main groups of stakeholders are aware on the new study modules, understand for whom they are addressed and are potentially interested to study. Value: Participants of the pilot studies have accepted content delivered and methods used, find it relevant to the food processing industry needs and valuable. They suggest modules to other potential students and external learners.
Digital platform for teaching and learning:	Applicability and relevance: created platform is easy to use, contains all relevant study materials necessary for teaching and learning in all foreseen languages. Capacity to sustain after the project: P2 SAMARU and P4 TUT have placed platform on own servers and they are well functioning. Materials are regularly updated. Visibility and recognition: main groups of stakeholders are informed of the digital platform. Value: main groups of stakeholders find digital platform useful and valuable. They actively use it.

4.2. DELIVERABLES TO BE CREATED

WP/D	Deliverable name	Lead partner	Due Date	Description (including format and language)	Main stakeholders – target groups
D1.1	Set of an open university legal documents.	All involved CA HEIs	Mo.9	Documentation package - set of legal documents that states the structure, operational mechanisms of the OFINU, including supervision and management, reception and study rules, quality monitoring and evaluation, etc. In UZ and TJ.	<ul style="list-style-type: none"> • Involved Uzbekistan's and Tajikistan's universities • Administrative staff, who will obtain new knowledge and skills • Potential external learners
D1.2	At least 15 administrative staff trained and upskilled.	All involved CA HEIs	Mo.10	Training materials and training documentation (programme, list of participants with signatures, feedback from trained and upskilled staff in EN, UZ, TJ).	
D1.3	Decision on approval of the open university study form.	All involved CA HEIs	Mo.9	Document of adoption of the OFINUs taken by a respective decision-making body at the each involved CA HEI (UZ, TJ).	
WP2					
D2.1	7 innovative study modules (74 ECTS in total).	P1 LBTU	Mo.6	Description of study modules (plan of the thematic of the modules, theoretical materials – descriptions of basic theoretical aspects of lecture topics, list of the literature and data bases, literature sources) in EN, UZ and TJ.	<ul style="list-style-type: none"> • Involved Uzbekistan's and Tajikistan's universities • Academic staff, who will obtain new teaching tools and new teaching skills to work with mixed audience (students and external learners) • Academic staff, students and external learners, who will get digital tool for studies
D2.2	Set of teaching/learning materials.	P1 LBTU	Mo.6	Set of teaching/learning materials – 7 workbooks (descriptions of practical and laboratory works, learner-centered and real problem-based exercises, protocols and control questions for final test) in EN, UZ and TJ.	
D2.3	Digital OFINU online platform.	P1 LBTU	Mo.11	Digital platform available on the internet in EN, UZ and TJ for academic staff, students, external learners and other stakeholders. The platform has the same interface for the different target groups.	
WP3					
D3.1	Training of the academic staff done.	P1 LBTU	Mo.18	At least 50 teachers – academic staff trained and upskilled (10 per involved CA HEI). Training plan, training materials, feedback form teachers trained, list of participants with signatures, assessments. In EN, UZ, TJ.	<ul style="list-style-type: none"> • Involved Uzbekistan's and Tajikistan's universities • Academic staff, who will obtain new knowledge and skills in food technology and innovation
D3.2	Five sets of pilot food production and quality evaluation equipment.	UZ: P2 SAMTSAU TJ: P4 TUT	Mo.12	Equipment available at the involved CA HEIs (photos), document on registration of the equipment in the inventory of the each respective HEI. Order on the research staff appointed to work with the new equipment. Instructions and register for the use of the equipment. Equipment has been selected for the following	

				modules to be piloted: P2 SAMARU – No.4; P3 AIAA, P5 KITIM, P6 BTUTI - No.3; P4 TUT - No.1 (described in T4.1).	
WP4					
D4.1	Study modules piloted.	All involved CA HEIs	Mo.28	At least 100 students (20 per involved CA HEI) at least 60 external learners (12 per involved CA HEI) participated. Joint report on the results of the piloting (results, quality, outcomes, impact), including feedback from participants, in EN.	<ul style="list-style-type: none"> •Involved Uzbekistan’s and Tajikistan’s universities •Academic staff, who will have possibility to practice new knowledge and teaching methods •Students and external learners, who will take part in piloting •Food enterprises, which staff will take part in the piloting
WP5					
D5.1	OFINU Quality assurance methodology.	P1 LBTU	Mo.9	Document (A4 format) in English, Uzbek and Tajik languages. Approximately 40 pages each language edition. Methodology will define quality indicators, procedures and criteria for measuring quality, frequency of quality assessment, corrective measures to be implemented to reduce risks related to the quality of the adopted teaching processes and tools. Adopted in all four involved CA universities.	<ul style="list-style-type: none"> •Involved Uzbekistan’s and Tajikistan’s universities •Administrative staff, who will obtain tools supporting them in supervision of the new study form quality and to ensure sustainability of results
D5.2	OFINU Sustainability plan.	P1 LBTU	Mo.14	Document (A4 format) in English, Uzbek and Tajik languages. Approximately 10 pages each language edition. The plan will include a set of measures to sustain created results in a long term.	
D5.3	Project Quality assurance plan.	P1 LBTU	Mo.3	Plan will include: quality criteria, indicators, tools and mechanisms for assuring and measuring quality, risks and contingency plan, quality assessment procedures and other aspects. In EN.	
D5.4	Report on the implementation of the project Quality assurance plan.	P1 LBTU	Mo.18	Report in English.	
D5.5	Report on the implementation of the project Quality assurance plan.	P1 LBTU	Mo.36	Report in English.	

WP6					
D6.1	Dissemination strategy.	P1 LBTU	Mo.3	Dissemination strategy document in English. Includes description of communication tools, channels, media to be targeted; target groups and measures planned with regard to each target group; timeline and other aspects.	
D6.2	Report on implementation of the Dissemination strategy.	P1 LBTU	Mo.18	Report in English: description of measures held, communication tools, channels, media used to address target groups, number of target groups' representatives addressed, and other aspects. The report will include also overview of 24 TV and radio broadcasts, 12 publications in printed media, 12 publications in internet media.	
D6.3	Report on implementation of the Dissemination strategy.	P1 LBTU	Mo.36	Report in English: description of measures held, communication tools, channels, media used to address target groups, number of target groups' representatives addressed, and other aspects. The report will include also overview of 24 TV and radio broadcasts, 12 publications in printed media, 12 publications in internet media and overview and set of materials of the multiplication forum with at least 80 participants.	
WP7					
D7.1	Progress report.	P1 LBTU	Mo.18	Report elaborated and submitted to the EACEA, in English.	<ul style="list-style-type: none"> •All project partners •EACEA
D7.2	Documentation of the kick off meeting.	P1 LBTU	Mo.4	Agenda, list of participants, minutes in English.	
D7.3	Project management plan.	P1 LBTU	Mo.4	The Plan in English.	

4.3. MILESTONES TO BE ACHIEVED/PASSED

Milestone No	Milestone name	WP No	Lead partner	Description	Due Date	Means of verification
Ms1	The regulatory framework explored, a plan on steps to be taken to establish and put OFINU in function, set.	1	All involved CA HEIs	A plan on steps to be taken (one plan for UZ, one for TJ HEIs) to establish and adopt OFINU.	Mo.4	Two written plans – one for TJ HEIs, one for UZ HEIs: in UZ and TJ
Ms2	OFINU structure and mechanisms validated.	1	All involved CA HEIs	Summary of opinions provided by the addressed stakeholders.	Mo.8	Working paper in UZ and TJ
Ms3	OFINU legally approved at all involved CA universities and ready to start admission of students and external learners.	1	All involved CA HEIs	All documents and mechanisms prepared, procedures done, OFINU approved. Ready to announce admission.	Mo.9	Documentation package in UZ and TJ
Ms4	Drafts of the workbooks elaborated; review done.	2	P1 LBTU	Content includes the theoretical basis, learner-centered and real problem-based exercises, descriptions of laboratory work methods, protocols and control questions for final discussions.	Mo.4	Workbooks in EN, approx. 25-30 pages each
Ms5	Review of study modules design process done, lessons learnt, strengths and challenges identified.	2	P1 LBTU	Summary of feedback and opinions provided by the participants of designing activity.	Mo.8	Working document
Ms6	Digital OFINU launched.	2	P1 LBTU	Digital OFINU designed visually and technically. Ready for uploading in the internet for public use.	Mo.9	Digital OFINU available in internet.
Ms7	Training and upskilling of CA universities academic staff completed.	3	P1 LBTU	At least 50 teachers of the involved CA HEIs (10 per HEI) have acquired knowledge and skills.	Mo.18	Training plan, feedback form teachers trained, records
Ms8	Equipment procured; delivery can be started.	3	UZ: P2 SAMTSAU TJ: P4 TUT	Procurement completed; a contract signed with a supplier.	Mo.11	Procurement documentation, contract with supplier.
Ms9	Students and external learners admitted for studies.	4	All involved CA HEIs	Students and external learners admitted, and can take part in the piloting, at the end of the process getting credits.	Mo.19	Documents on admission, issued by each involved CA HEI

Ms10	Feedback from students and <u>external learners</u> received.	4	All involved CA HEIs	Summary of feedback and recommendations provided by the involved stakeholders.	Mo.27-28	Working document in EN
Ms11	Review of piloting process done; findings analyzed; conclusions made.	4	All involved CA HEIs	Summary of feedback and recommendations provided by the involved stakeholders.	Mo.28	Working document in EN
Ms12	Draft of the OFINU quality assurance methodology elaborated and reviewed by partners and <u>associated partners</u> .	5	P1 LBTU	Methodology will define quality criteria, indicators, procedures for measuring quality, frequency of assessment, corrective measures to be implemented to reduce risks related to the quality and contingency plan.	Mo.7	Draft document in EN, up to 40 pages
Ms13	Draft of the OFINU Sustainability plan elaborated, reviewed by partners and <u>associated partners</u> .	5	P1 LBTU	Document stating what actions and resources are necessary to sustain results and impacts, stakeholders to be involved, resources needed, timing, actions. A plan set in the proposal (section 3.3) will be used as base and elaborated in detail.	Mo.11	Draft document in EN, up to 10 pages
Ms14	Dissemination and promotion strategy elaborated and adopted.	6	P1 LBTU	Strategy includes description of communication tools, channels, targeted media; measures planned with regard to each target group; timeline and other aspects.	Mo.3	Dissemination strategy document in EN
Ms15	The Forum prepared.	6	P1 LBTU, P2 SAMTSAU	Agenda, presentations, press release, evaluation templates, invitations and other documents elaborated, banner printed, necessary services procured and ensured.	Mo.31	Set of the Forum materials in EN
Ms16	Kick off meeting.	7	P1 LBTU, P4 TUT	A plan on steps to be taken (one plan for UZ, one for TJ HEIs) to establish and adopt OFINU.	Mo.4	Minutes
Ms17	PMT meetings.	7	UZ: P2 SAMTSAU, P3 AIAA, TJ: P4 TUT, P5 KITIM, P6 BTUTI	Summary of opinions on relevance of the open university to the needs of external learners, provided by the addressed stakeholders.	Mo.8	Minutes

5. QUALITY EVALUATION CRITERIA AND INDICATORS OF PROGRESS

5.1. QUALITY EVALUATION CRITERIA

There are eight quality evaluation criteria, set for the OFINU project. They are as following:

- Timely implementation of activities.
- Achievement of planned results and production of deliverables according to the list and scope agreed in the Grant Agreement.
- Satisfaction of stakeholders with achieved results, where stakeholders are: involved universities, administrative and academic staff, current and potential students, and involved food industry stakeholders.
- Applicability of produced deliverables.
- Sustainability of results and deliverables (overall and at each partner level).
- Sufficient visibility of the project and its results.
- Approval of reports by the EACEA.
- Availability and quality of documentation according to the conditions defined in Grant Agreement and Partnership Agreements.

5.2. INDICATORS OF PROGRESS

WP number	Indicators of progress	Baseline	Target value
WP1, IP1.1	Number of the OFINUs established, legally and practically integrated in the involved Central Asia universities.	0	5
WP1, IP1.2	Administrative staff are trained.	0	15
WP2, IP2.1	Innovative study modules prepared; workbooks elaborated.	0	7
WP2, IP2.2	Availability and recognition of the Digital platform. At least 4000 users registered (2000 per involved Central Asia country).	0	1
WP3, IP3.1	Number of academic staff capacity building measures (training and upskilling) held.	0	3
WP3, IP3.2	Number of academic staff trained and upskilled (10 per involved Central Asia HEI).	0	50
WP3, IP3.3	Satisfaction of trained academic staff with knowledge and skills obtained.	0	90% fully satisfied
WP3, IP3.4	Number of sets of the equipment acquired.	0	5
WP4, IP4.1	Number of students and external learners trained.	0	100 students 60 external learners
WP4, IP4.2	Satisfaction of students and external learners with knowledge and skills obtained.	0	90% fully satisfied
WP5, IP5.1	Number of quality and sustainability documents elaborated and adopted.	0	3
WP5, IP5.2	Rate of project management quality (rated by staff of the partners).	0	Very good
WP5, IP5.3	Rate of the OFINU quality and efficiency (rated by students and external learners).	0	Very good
WP6, IP6.1	Number of publicity measures held in Uzbekistan and Tajikistan.	0	At least 48
WP6, IP6.2	Number of target audiences reached via publicity measures.	0	At least 500 000
WP6, IP6.3	Forum held.	0	1
WP6, IP6.4	Rating of the forum participants results of the project.	0	90% fully satisfied

6. QUALITY ASSURANCE PROCEDURES

6.1. PROCESSES AND ACTIONS TO BE APPLIED TO ENSURE QUALITY

Partners of the OFINU project agree to apply the following processes and actions to ensure quality:

- Adherence to key provisions in the Grant Agreement and Partnership Agreement to realize the project tasks and to produce deliverables
- Active involvement of each partner coordinator in the decision-making process with regard to the quality assurance measures and tools
- Involvement of top-level management staff of partners where quality measures and tools need top level approval or decision
- Creation and use of quality assurance and monitoring tools, including use of common templates and agreed approaches
- Deployment of processes and tools for the periodic monitoring of the project's progress, such as the provision of guidelines and support for the preparation and provision of all required documentation to the Project Coordinator and delivery of reports
- Implementation of reviewing procedures prior to the formal approval of the project deliverables
- Involvement of an external expert
- Use of risk assessment procedures for timely identification of possible challenges and taking steps for their elimination.

6.2. ROLE OF PARTNERS IN QUALITY MANAGEMENT, RESPONSIBLE STAFF

P1 LBTU is taking responsibility for elaboration of quality related documents, their validation and approval within the consortium and for coordination of the quality assessment activities, inter alia carried by an external expert. Main responsible staff person for quality measures related to the WP1, WP5, WP6, WP7 and technical issues related to the digital platform within WP2 is the OFINU Project Manager. Main responsible staff person for quality measures related to the WP2 (study modules and workbooks), WP3, WP4 is the OFINU Project Content Coordinator.

Other partners take full responsibility to monitor quality of actions implemented within their institutions, results to be created or achieved, where they depend on actions taken by each respective partner. Responsible staff person in each partner university for implementation of tasks, achievement of results and ensuring quality within WP1, WP5, WP6, WP7 and digital platform within WP2 is each partner's Administrative Coordinator. Responsible staff person in each partner university for implementation of tasks, achievement of results and ensuring quality within WP2 (modules and workbooks), WP3, WP4 is each partner's Content Coordinator.

Partners take joint responsibility to review elaborated deliverables prior to the formal approval and submission.

6.3. QUALITY ASSURANCE MEASURES

Quality assurance and evaluation will be done as following:

1. **Project quality evaluation** has to be done by each partner once in 9 months period, using a template provided by the Project manager. Language – English. The evaluation should be submitted together with the report of the specific period. Reporting requirements are defined in the D7.3 Project management plan.
2. **Management and academic staff training measures** should be evaluated by each participant immediately at the end of the training. Language – English or Russian. The Administrative Coordinators or Content Coordinators have to elaborate summary of the evaluation. Language – English. Templates will be provided by the Project manager.

3. **Pilot training measures** should be evaluated by each participant immediately at the end of the piloting of each specific module at each respective university. Language – English or Russian. The Content Coordinators have to elaborate summary of the evaluation. Language – English. Templates will be provided by the Project manager.
4. For **evaluation of other measures** adjusted templates will be elaborated and provided. Project manager timely will acquaint other partners with the requirements and templates. The Administrative Coordinators at partner institutions take responsibility to carry assessment, to provide individual evaluations and to prepare and submit written summary of each respective event.
5. All **quality evaluation documents** should be provided by partners in set deadlines, as well have to be inserted in the respective folders (to be created while project implementation) in the Google Drive.

7. EXTERNAL EVALUATION

It is foreseen to carry external evaluation of the OFINU project. P1 LBTU will select an expert prior end of the first year of the project. The external expert periodically will carry the assessment of the project progress: tasks implemented, results achieved or created, their applicability and quality.

Main aspects to be evaluated are as following:

Results achieved or created

- Are planned deliverables (outcomes and outputs) produced and achieved?
- Are deliverables in good quality?

Relevance

- Are the deliverables consistent with the overall and specific objectives of the project?
- What is the relevance and significance of the intervention from perspective of the relevant business sector?

Effectiveness

- Are the tasks implemented in planned scope and time?
- Have all partners been involved in planned scope and equally?
- Have stakeholders been involved in planned scope? Are they satisfied with tasks and deliverables where they have been involved?

Efficiency

- Is the project efficiently managed and coordinated?
- Is the potential for synergies with other initiatives been sufficiently exploited?

Impact

- What is short-term and medium-term impact on involved individuals and institutions?
- What are additional, unexpected impacts?

At the final evaluation sustainability aspects will be assessed.

The aspects can be specified prior the selection of the expert.

While evaluation the expert can organise on-site or online bilateral and multilateral meetings with partners. Partners have duty to respond to the expert's requests.

8. RISKS AND THEIR MANAGEMENT

In the table below are listed and described potential risks – internal or external that could delay or hinder implementation of the tasks and achievement of results. They are associated to the work packages. Risk-mitigation measures (contingency plan) is provided. Partners are informed on the risks and take responsibility to take without delay appropriate action in case any of risks occurs. If necessary, the respective partner can request assistance to the Project Coordinator or any other partner.

Risk No.	Risks and their description	WP No.	Risk-mitigation measures (contingency plan)
1	Lack of synergy between partners while elaboration of open university content and materials, what can negatively impact results and their quality.	WP2	<ul style="list-style-type: none"> • Creating synergy between partners since the beginning of the project. • Creating content related team and sub-teams. • Regular communication between partners.
2	Staff involved in the project administration has low capacity and skills.	WP7	<ul style="list-style-type: none"> • Upgrading management capacity via management meetings and short trainings. • Provision of individual guidance and assistance.
3	Administrative staff does not support adoption of tools aimed for provision of assessment of academic staff performance.	WP1, WP5	<ul style="list-style-type: none"> • Timely involvement and informing top-level management staff.
4	Central Asia universities' academic staff has no necessary background knowledge necessary to take over knowledge and to become open university content providers.	WP3, WP4	<ul style="list-style-type: none"> • Appointing academic staff having relevant background and motivation. • Implementation of academic staff capacity building measures.
5	Lack of interest of universities academic staff to take part in the project activities.	WP3	<ul style="list-style-type: none"> • Organising awareness raising measures for the academic staff - benefits. • Provision of financial motivation.
6	Lack of interest of addressed target group – main stakeholders (food processing enterprises).	WP6	<ul style="list-style-type: none"> • Timely provided awareness raising measures. • Inviting target groups to the project events, informing on their benefits from participation. • Regular communication to the target groups.
7	Incomplete fulfilment of project goals and objectives; planned results (new study modules, etc.) have not been created during the project.	WP2, WP7	<ul style="list-style-type: none"> • Continuous monitoring of processes and results. • Timely identification of challenges and prompt resolution of problems. • Involvement of competent staff.
8	Change of the personnel can affect negatively quality of deliverables, outcomes and outputs.	WP7	<ul style="list-style-type: none"> • Continuous monitoring of processes. • Contingency plan for replacement of staff.
9	Additional time needed for implementation of activities what can cause delay in timing.	WP5, WP7	<ul style="list-style-type: none"> • Timely start of the tasks' implementation. • Regular monitoring of tasks in progress.
10	Insufficient financial resources for implementation of activities in planned scope. Rising prices for goods and services.	WP7	<ul style="list-style-type: none"> • Covering unexpected expenditure or increased costs from partners' financial resources. • Regular monitoring of financial issues.
11	Lack of support from the state institutions of partners' countries.	WP6, WP7	<ul style="list-style-type: none"> • Involvement of the state institutions – public authorities since beginning of the project. • Regular communication to the public authorities.
12	Central Asia universities have limited skills and capacities to implement communication and dissemination measures.	WP6	<ul style="list-style-type: none"> • Raising partners' coordinators awareness on communication strategy, planned measures and requirements. • Provide assistance. • Introduction regular reporting of communication and dissemination measures.
13	Media are not interested in the OFINU project.	WP6	<ul style="list-style-type: none"> • Selection of responsive media. • Using the project funding for communication measures.
14	The communication measures do not reach the target groups.	WP6	<ul style="list-style-type: none"> • Selection of appropriate communication channels. • Elaboration of well targeted messages.
15	Unforeseen circumstances, crises (e.g., pandemic) etc.	WP7	<ul style="list-style-type: none"> • Regular monitoring of external circumstances, timely taken actions.