

Work package number	12	Start date or starting event:	1
Work package title	Management of the project		
Activity type	Management		
Objectives			
The FOCUS-BALKANS project management scheme relies on three pillars:			
1. sound administrative management practices;			
2. efficient governance and decision making structure;			
3. communication and information tools.			
Description of work			
<i>Activity 12.1 Administrative management</i>			
<i>Activity 12.2 Decision making structure and project monitoring</i>			
<i>Activity 12.3 Communication management and information flow</i>			
Deliverables			
D12.1 First year reporting period documents. Month 12.			
D12.2 Mid term review report. Month 21.			
D12.3 Second year reporting period documents. Month 24.			
D12.4 Third year reporting period document. Month 36.			
D 12.5 Final report. Month 36.			