



Digital Twin for Innovation in Oceanic Visualization and Exploration (DIVE)

TECHNICAL NOTE OF PROJECT MANAGEMENT AND COORDINATION

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Date: 30.11.2025

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DOCUMENT CHANGE RECORD

Issue	Date	Chapter	Change
1.1	2025-10-30	All	Document created
1.2	2025-12-05	All	Version 1 completed

TABLE OF CONTENTS

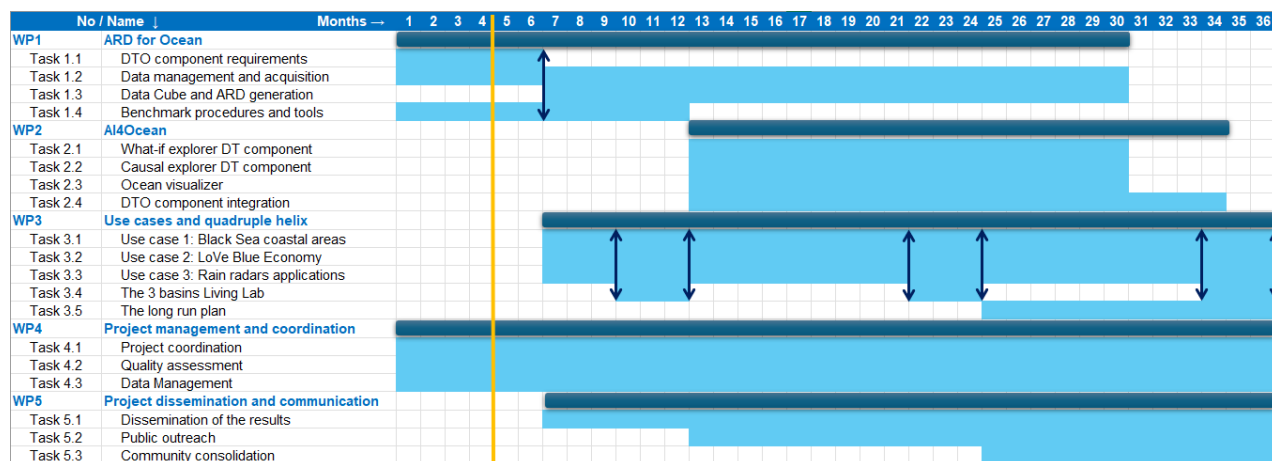
1.	Objectives.....	4
2.	Kick-off meeting.....	5
3.	Technical and progress meetings.....	7
4.	Information gathering in frame of ARD for ocean WP	8
5.	Participation to Digital Ocean Forum #4	9
6.	Organizing a consortium meeting.....	11
7.	Budget monitoring and centralizing of the financial data	12
8.	Outlining the research and administrative teams. Signing of the employment contracts	13
9.	Monitoring of project's implementation	5
10.	Public outreach: project website	14

1. Objectives

As the DIVE project entered into the 4th month of implementation, this report synthesizes all the relevant aspects related to WP4- Project management and coordination. The main objective of this WP is to ensure the achievement of the project objectives, while meeting the contractual commitments through administrative coordination including timely and efficient organisational and financial management. Formalize a strategy on how data, research and theory of change will be handled during and post project. The main contributions on the management plan realized since the kick-off of the project are described in the subsequent sections.

2. Monitoring of project's implementation

From the role of project's coordinators, the members of UPB assumed the responsibility to ensure that the temporal planning of the work packages and the associated tasks is respected during the project's duration. The starting date of the project was August 25, so we are currently into the 4th month of implementation. The below Figure marks the current moment in correspondence to the planning of the activities from the Gantt chart.



Gantt chart; current stage of project's implementation marked in yellow

It can be noted that the tasks who began up to the current moment belong to WP1 and WP4, both of those work packages being implemented under the lead of UPB. From WP1, three of the four tasks debuted in the first month of the project. Task 1.1 – DTO component requirements has a total duration of 6 months, so we already passed the half point of this activity. Task 1.2 – Data management and acquisition has a length of 30 months, covering the whole duration of WP1. Task 1.4 has a duration of 12 months, its fulfilment allowing the start of WP2. Separated reports are already drafted for each of those 3 tasks.

This report describes the activities conducted so far in WP4.

3. Kick-off meeting

A few days after the project's start, we held a kick-off meeting, its main objectives consisting in developing a better awareness regarding the consortium's structure and the technical background of each institution, an overview of the project's objectives and activities, understanding the vision of each partner regarding their own contributions, plus a round table to answer the existing questions. The meeting was held remotely on September 8th.

It debuted with a welcome speech held by the coordinating institution, followed by a session in which each partner presented their expertise and most recent activities. The coordinating institution recapitulated the most relevant aspects from the project proposal, including the objectives and the key milestones. Each partner then presented their approach for the tasks that they lead and the planned contributions for the first months of the project implementation. The next section of the meeting was dedicated to the administrative aspects, with special emphasis on the financial part. The round table was the final point of the meeting, both technical and organisational related questions being discussed and clarified.

4. Technical and progress meetings

Since the first month of the project, we held periodical progress meetings with the partners of the consortium, every two weeks. We discuss both management and technical aspects, answer their questions and present the immediate steps which should be implemented. Besides those periodical meetings, we have organized separate calls with each of the partners responsible for the use cases implementations, to set a better understanding of their inputs required for the ongoing tasks from WP1.

5. Information gathering in frame of ARD for ocean WP

For the ongoing tasks of WP1 (Task 1.1 – DTO component requirements, Task 2.2 – Data management and input data acquisition, Task 1.4- Benchmark procedures and tools, see also the Gantt chart presented above), we began to collect information from the partners. We have outlined templates for the user requirements, data cubes and algorithms, to be filled by the partners involved in those aspects. For each template, we prepared also an example to emphasize the important aspects related to the information which should be filled. We have created a share point in which the partners can upload their contributions, this currently being an on-going process.

6. Data management plan

Based on the information collected from the partners regarding the datasets, we began to outline a data management plan which, besides the main aspect of data management, will include publication policy and intellectual property rights.

7. Participation to Digital Ocean Forum #4

Members from both Romanian partners have recently participated to the Digital Ocean Forum 2025, held in Brussels on 27 and 28 November. This event was dedicated to the consolidation of EU Digital Ocean Platform in the frame of EDITO project, the main objectives being related to the presentation of the latest developments and the discussion of future development perspectives. The event involved the participation of multiple leaders and experts which are currently working in EU-funded projects.

In the first day, we participated to the opening of the event, which was followed by demonstration of the functionality of the platform. The technical presentations focused on the implementation of the Digital Twin Ocean through EDITO 2 platform and on potential immediate development directions. The schedule continued with the discussion of multiple case studies implemented in the frame of Horizon projects using the EDITO platform. The members who attended the symposium covered the participation at all the interactive sessions, dedicated to the data, models and applications. The second day debuted with sessions whose aim was to interconnect the users of EDITO platform and continued with the interactive sessions, which had the same topics as in the first day.

Along the two days, we have met new persons and consolidated professional relationships with representatives of institutions which may become stakeholders in our project.

8. Organizing a consortium meeting

Considering that all the consortium meetings from the stage of project's proposal outlining and from the beginning of project's implementation have been held remotely, we plan to organize a physical meeting involving the representatives from all the partners which contribute to the project's tasks. We believe that the opportunity to held face to face discussions involving the consortium members is beneficial from the human relations perspective and will enhance the process of future collaboration for the following tasks.

We have invited all the partners to Bucharest, where the Sustainable Blue Economy Partnership Week is organized between 10 and 12 February 2026. We are currently finalizing the plans to organize several technical meeting and social events with the institutions of our consortium in that week.

9. Budget monitoring and centralizing of the financial data

With the aim that each of the consortium partners will ensure a smooth implementation of the project, we wanted to make sure that their planned distribution of the resources is in concordance with the efforts required from them in the frame of work packages. In this sense, we have created a centralized document in which each institution filled their budget allocation in correspondence with both the expense categories and the tasks.

Regarding the coordinating institution, we have ensured that we will cover all the allocated budget for the current calendar year, correlated with the efforts required by each task in which we are involved. The information related to the budget distribution of the Romanian institutions has also been filled on the preliminary estimate document approved by the financial departments, and is also available on EVOC platform.

10. Outlining the research and administrative teams. Signing of the employment contracts

The employment contracts have been outlined in correspondence with the estimated effort required from each member of the team, considering the associated responsibilities and the budget allocated for salaries. Job descriptions files have been created for each position within the project, synthesising the task allocated to each member of the team. Each institution ensured that the process of contracts signing went in correspondence with the national and internal rules, and run as smooth as possible in order to start the work required in the frame of the project as soon as possible.

The structure of the project researchers from UPB and INCDM, along with their scientific position and role within the project has been uploaded on the EVOC platform. On the administrative side, the outlined organigram includes positions for a technical responsible, a financial responsible, a person from the salaries department, a human resources contact, a technician and a commercial cleaner.

11. Public outreach: project website

Even if this task belongs to WP5: Project Dissemination and communication, due to start in month 7, we have already created an initial version of the project's website in order to gain early visibility.

The website can be accessed at the URL <https://serv1.radio.pub.ro/dive/>, and at the moment contains information about project's main objectives and the structure of the consortium. It will be further developed, especially after the debut of Task 5.2, and will incorporate information about the events associated to the project, list of publications and synthesis of the results.