



## ELITE

### Elicit to Learn Crucial Post-Crisis Lessons

#### DELIVERABLE **D6.3.**

#### **Dissemination progress report**

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## 1. INTRODUCTION

The document D6.3. Dissemination Progress Report is organised as follows:

- Chapter 1 INTRODUCTION presents the structure of the documents and gives the document outline.
- Chapter 2 DISSEMINATION OBJECTIVES includes subchapters describing consortium members, target groups of the project results, as well as tools and methods used for dissemination process. Among such tools one can find project webpage, printed publications, conference, workshops and seminars and social media.
- Chapter 3 DISSEMINATION PROGRESS REPORT presents the progress of dissemination containing activities carried out and events held to help in achievement of project results.
- Chapter 4 CONCLUSIONS summarizes the points addressed in this document.

## 2. DISSEMINATION OBJECTIVES

ELITE is short for *Elicit to Learn Crucial Post-Crisis Lessons*. The project's main objective is to establish a prototype of a publicly available web solution – a “living document” – which is created by the means of Wiki technology and it contains information about experiences and learning points from natural disasters in Europe, as well as social media features.

The ELITE project aims to address issues relating to natural disasters (more specifically forest fires, earthquakes and floods). The practical experience and outcomes from the project will be accessible for project beneficiaries and the wider crisis management community. It will be of value across different sectors and internationally.

The activities, such as workshops, seminars and conference, realized in the framework of a project, are promoting the project's results and the dissemination of the scientific work produced in the project.

A successful dissemination will imply several aspects mainly connected towards:

- improved national and European preparedness and response,
- improved safety for civilians,
- increased first responder and crisis management effectiveness,
- improved first responder safety during operations,
- increased situational awareness about natural disasters,
- their consequences and
- methods of dealing with the upcoming problems following such disasters.

To fulfil these aims, the ELITE project has applied various tools. Clear channels of communication among the project partners, as well as with the wider crisis management community played a crucial role in the success of the project.

The dissemination progress report (D6.3) is produced as a part of the activities of Work Package 6 “Dissemination of lessons learned”, which also includes deliverables such as the Communication strategy description (D6.1), Dissemination plan (D6.2), Handbook (D6.4), Association establishment (D6.5) and Dissemination and communication activities (D6.6).

The Dissemination progress report will summarise the efforts made and results achieved with regards to the Dissemination plan of the project. Both documents are marked as Milestones in the Description of Work (DoW).

## **2.1. Consortium partners**

In order to make dissemination process successful, all the consortium partners will contribute. The partners are from seven different countries and include first responders, academics, scientists and an education centre.

<b>Project partners</b>	<b>Acronym</b>	<b>Country</b>
UNIVERSIDAD DE NAVARRA	TECNUN	Spain
FORSVARETS FORSKNINGINSTITUTT	FFI	Norway
HOGSKOLEN I GJOVIK	GUC	Norway
FORSCHUNGSINSTITUT DES ROTEN KREUZES	FRK	Austria
INTERNATIONAL SEARCH AND RESCUE GERMANY	I.S.A.R. Germany	Germany
THALES RESEARCH & TECHNOLOGY	TRT	France
SZKOLA GLOWNA SLUZBY POZARNICZEJ	SGSP	Poland
ISTITUTO DI METODOLOGIE PER L'ANALISI AMBIENTALE - CONSIGLIO NAZIONALE DELLE RICERCHE	IMAA-CNR	Italy
ASSOCIAZIONE NAZIONALE DEI COMUNI ITALIANI DELL'UMBRIA	ANCI Umbria	Italy

**Table 1. Consortium partners**

## 2.2. Target groups

The ELITE project has several target groups interested in the results of the project: crisis managers and first responders (end-users), researchers and the general public. The main target groups are in Europe, however, the findings may be of interest to actors outside the European community.

Dissemination among the crisis managers and first responders consisted of several phases. The first phase concentrated on building trust within the ELITE Community of Practice (CoP).<sup>1</sup>

CoP users acted as selected representation of end-users, what allowed the development of best practices, guidelines and documents. Feedback received from these end-users allowed the project to adopt the developed tools and materials to the

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<sup>1</sup> Community of Practise (CoP) is a group of people who share a common interest and who expand their knowledge and expertise in this area by sharing insights, tools, lessons learnt, experiences and best practices.

end-users real needs. The big number of end-users in the ELITE CoP allowed the integration of all their perspectives in the project's final results.

The second phase was directed at adopting a viral marketing strategy. After successful dissemination of the results among the ELITE partners and the ELITE CoP, the living document (Wiki) and other project results were accessible to the broader crisis management community.

Dissemination among researchers was provided owing to the fact that ELITE project consortium includes academic institutions. Project results appeared in international journals and conferences, and this is the sign that the international research community validates the scientific results achieved by the project.

Issues discussed in the ELITE project also reached the general public, because people must be aware of the main natural disasters and the ways to prevent or deal with them. Therefore, articles appeared in some papers and videos were uploaded to YouTube, TED and similar platforms.

The ELITE project also plans to publish papers with the results and findings from the ELITE project in national journals of the seven countries where the project has partners from, and to create a YouTube channel where videos will be accessible to the general public.

### **2.3. Dissemination tools**

In order to take the dissemination objectives forward, a number of activities have been carried out in the framework of the ELITE project. Different tools and channels of dissemination were applied to make the society familiar with the project as well as with its outcomes.

The most important source for any information about the project is the ELITE project website, which aims to keep both, project partners as well as the general public, up-to-date with the project.

### **2.3.1. ELITE webpage**

The project website has been created and is continuously updated during the whole project. It can be available at: [www.elite-eu.org](http://www.elite-eu.org).

The main goals of the project website are:

- To provide information on the project's activities, progress and outcomes;
- To offer the project partners access to all documentation and deliverables produced in the course of the project;
- To provide information about project partners and their contact details;
- To give information about the project events (meetings, conferences, workshops).

Thus, the website includes: main objectives (start page with basic information about the project); partners involved (list of all project partners including links and logo of their institutional website); work plan (short summary of each Work Package and mention of the WP leader); public outcomes (deliverables, presentations, fact sheets, articles and press releases, etc.); calendar of events (basic information on internal and external events); news (information about ELITE project development and its activities); press (contact information for journalists and people interested to report about the ELITE project), Share point private site and access to ELITE living document; a selection of images (to be re-used for promotional purposes); and contact information (contact information of project coordinator).

### **2.3.2. Printed publications**

In addition to the project website, the ELITE project outcomes were disseminated externally applying other tools, such as scientific and promotional materials. Reports, articles, newsletters, and flyers helped in creating awareness about the project and were distributed among a wider audience.

A handbook including key results will be written in order to disseminate issues discussed in the project, to share experiences of the experts, and to spread the information to the target audience. A handbook could be used complementary to the living document and can be helpful in environments with poor ICT and infrastructure. The handbook will consist of several modules connected with studied disasters (forest fires, floods and earthquakes). It will also contain material strictly connected with project outcomes in the form of deliverables and articles presented by ELITE project members.

### **2.3.3. Events, seminars, workshops, conferences**

Other important methods of disseminating the project results are international workshops, seminars and conferences organized by the ELITE project group. Workshops, meetings, seminars are organized to raise awareness about projects aims, activities and progress, to discuss the direction of research, development and other issues of interest among the consortium members and wider community. Such events offer a good opportunity to organize trainings on discussed topics and to invite experts to share experience and knowledge.

A final international conference which will be held in Poland will aim at distributing lessons learned on three disasters as well as sharing experience of international experts in that field.

The events are published in the calendar of the ELITE project website and in partners' websites as well as in other media. All presentations will be made available on the project's website.

### **2.3.4. Social Media**

A Facebook account of the ELITE project was created to spread news of the project among the consortium members, experts and others interested in the Project progress and results, to ensure wider communication and to publish photos and information about the project events.



A Twitter account was created to distribute information of the project among the broader audience. In that way, the project has become visible to crisis management organizations and to the scientific community which can participate and contribute to its development.

A LinkedIn group serves to provide communication between project members, especially to connect people from different workshops. By using LinkedIn, the workshop participants can share practices and lessons learned on the issues discussed. The group is called FP7 EU ELITE Elicit to Learn crucial post-crisis lessons. LinkedIn contains professional profiles with online CVs, so that one can find people who are dealing with different tasks in the field of crisis management.

A Wikipedia article will be created to provide information about the project. A Wikipedia article will be created to provide information about the project and to share lessons learned discussed during the workshops, meetings and conferences.

Videos will be uploaded to YouTube and will be foreseen to promote materials on disasters elaborated by the ELITE project group.

### 3. DISSEMINATION PROGRESS REPORT

Table 2 shows the dissemination progress report of the ELITE project including channel of dissemination, partner responsible for carrying out the activity, timing and the result of the dissemination activity.

Channel of dissemination	Partner responsible	Timing	Results of dissemination activity
The ELITE webpage	TECNUN	January 2013	<p>The project website was created and is continuously updated along the whole project. It is available at: <a href="http://www.elite-eu.org">http://www.elite-eu.org</a></p> <p>The project website provides information on the project's activities, progress and outcomes; offers project partners an access to all documentation and deliverables produced in the course of the project; provides information about project partners and their contact details; gives information about project events (meetings, conferences, workshops).</p>
Websites of partner institutions	All participants	January 2013	<p>Websites of consortium members also contain information about ELITE project and its development to make it vivid for broader community. The events published in the calendar of the ELITE project website are also published in partners' websites as well as in other media.</p>
Sharepoint	TECNUN	January 2013	<p>In order to provide effective internal communication among ELITE consortium members a sharepoint has been created where presentations, reports and other useful materials are available for all members.</p>

Linkedin group	ISAR	April 2013	Linkedin group serves to provide communication between project members, especially to connect people from different workshops. Using Linkedin they are able to share practices and lessons learned on the issues discussed. The group is called <u>FP7 EU ELITE Elicit to Learn crucial post-crisis lessons.</u>
The first ELITE workshop	ISAR	16-17 April 2013	A scenario-based workshop was dedicated to sharing and gathering information about common practice, lessons learned and experiences on forest fires.
Facebook page	FFI	October 2013	A facebook page has been created. Facebook is more interactive and there are more experts on facebook compared to Linkedin. Weekly relevant news related to crisis management, important events and new ELITE reports are updated. In this manner one can keep the end-users and customers close. Different functions within facebook are used to build audience, for example by connecting to other facebook pages related to emergencies; INSARAG, OCHA etc. In this way the ELITE project can enter the emergency and crisis management networks and reach the same audience. Another feature is inviting well known people to "like"/follow the ELITE page (e.g. the key note speakers from the workshops). This draws other people to the ELITE facebook page and makes people aware of this project and its aims.

The second ELITE workshop	ISAR	25-26 June 2013	The workshop was dedicated to sharing and gathering information about common practice, lessons learned and experiences on earthquakes. Experts from crisis management organizations were defining problem areas and solutions to these problems.
Creation of Twitter account	ISAR	June 2013	By means of the Twitter account the information on the project among the target groups and broader audience has been distributed.
The third ELITE workshop	ISAR	8-9 October 2013	The workshop was focused on issues related to floods. With the information and knowledge collected from the experts and participants one may identify the major problems faced by most end users.
The fourth ELITE workshop	ISAR	28-29 January 2014	The workshop which was held in Weeze, Germany was dedicated to making summary on gathered information during previous workshops and allowed the participants to share opinions, best practices and solutions. A table-top exercise was also organized to give participants the chance to use and validate the living document developed within the project.
Final conference	SGSP	25-26 June 2014	SGSP is responsible for organizing a final international conference which will be held in Warsaw, Poland. It will be directed at distributing lessons learned on the three natural disasters, as well as to share the experiences of international experts in emergency preparedness field. Moreover, during the conference, recommendations for organizational development within the crisis management will be addressed. Recommendations will address the national level within the EU Member States, as well as the European level. Meeting of consortium participants at the conference will also lead to the solution of the problem how to achieve the sustained results of the project.

Articles	All partners and experts	June 2014	Scientific articles touching upon the issues of the three main disasters discussed in the ELITE project will be published in thematic journals and newspapers as well as in the handbook published within the ELITE project. This is done to promote the results of the project and help people find solutions in case of emergencies.
Handbook	SGSP	June 2014	A handbook will include key results of the project from the point of view of experts and participants of the project. It will be divided into two parts. The first part will consist of deliverables and other documents strictly connected with the project development and dissemination. The second part will contain articles about disasters under research (i.e. forest fires, floods, earthquakes) presented by experts in the mentioned fields. Articles will be presented during the conference.
Leaflets and flyers	All partners	June 2014	Leaflets and flyers could be designed to provide the most important information to the end-users.
Presentations	All partners	June 2014	Presentations will be created by lecturers from partner institutions to disseminate the ELITE project results to students who work and study this topic.

Newsletters	TECNUN/ FFI	Quarterly	Newsletters are used to inform, support contact and engage people who have participated in the workshops or shown interest in the project. This is to ensure that ELITE CoP continues involved. Newsletters are distributed quarterly and are sent by e-mail to all members of the CoP who participated in the workshops.
Living document/ Wiki	TECNUN	June 2014	The living document (Wiki) is the main product of the ELITE project and it will be a platform where people working in the field of emergency preparedness, contingency planning and crisis management can share experiences, lessons learned and good practices.
Information letters	All participants	Through the whole project	Information letters will contain the most important information about the ELITE project, contact details, website address as well as the calendar of upcoming events. Such letters will be sent to local organizations dealing with emergencies, eadquarters of Fire Service, governments and others to reach end-users and to provide them with information needed.
Wikipedia article	All partners	June 2014	A Wikipedia article will be created to provide information about the project and to share lessons learned discussed during the workshops, meetings and conferences.
Youtube	All partners	June 2014	Videos will be uploaded to promote materials on disasters elaborated by the ELITE project group.

**Table 2. Dissemination progress report.**

#### 4. SURVEY CONCLUSIONS

The surveys were conducted during 4<sup>th</sup> ELITE Workshop, among 16 experts, who are working in the field of crisis management. They were connected with the functionality and usage of the living document. The results are the following.

1. Does the living document have a friendly interface?

50 % - positive answer

18,75% - more or less

31,25% - no answer

2. How would the clarity and availability of the instructions for the use of the ELITE living document be evaluated?

Slightly clear – 17%

Clear enough – 65%

Fairly clear – 18%

3. How clear is the categorization process?

Slightly clear – 42%

Clear enough – 26%

Fairly clear – 19%

Very clear – 9%

4. How clear is the process of uploading?

Slightly clear – 6%

Clear enough – 62%

Fairly clear – 18%

Very clear – 7%

No answer – 7%

5. How useful is to find other users comments about each document?

Slightly useful – 38%

Useful – 43%

Very useful – 19%

6. How useful is to rate documents?

Not useful – 8%

Slightly useful – 42%

Useful – 42%

Very useful – 8%

7. How useful is to add summaries of the uploaded files?

Slightly useful – 19%

Useful – 38%

Very useful – 38%

No answer – 5%

8. What is the best way of proceeding when a new member wants to join the ELITE CoP?

Recommendation of CoP members – 11%

A group in the CoP in charge of deciding – 11%

Open access -5%

Discussion of the CoP members – 11%

Submitting a presentation to the CoP – 31%

No answer – 31%

9. Which criteria should be applied for the titles/names of the uploaded files?

Type of disaster, content and date related to the file - 25%

Type of disaster and content related to the file – 7%

Content related to the file -12%

Type of disaster and date related to the files – 12%

Type of disaster related to the files – 18%

User decision – 7%

Keywords – 7%

No answer – 12%

There were also given some suggestions as for the continuity of the living document. Thus, the institutions that could be interested in donating in order to help



maintaining ELITE living document are: SPEK-Finland, UK Emergency Planning College, AssoDIMA, IFV, Sx EU ERCC, MoD Austria, Mol Austria.

The institutions that could be interested in integrating ELITE living document in their own information systems are the following: Italian Civil Protection Department or University, Civil Protection institutions, NGOs, European Network active in the field, IFV, Sx EU ERCC, AssoDIMA, RELUIS CONSORTIUM (Italian), INGV Italia, DGPC , SPEK-Finland, rHorsfolk Fire and Rescue and use in the UK

## **5. GENERAL CONCLUSIONS**

The present document has described the Dissemination Progress Report activities that have been carried to raise awareness with the potential users and user communities, to promote and deepen the understanding of the ELITE project and to promote action and participation. Those activities will be useful in the sphere of civil protection both for experts and specialists dealing with studying, analyzing and evaluating causes and consequences of natural disasters and they will lead to wider and more efficient cooperation between people engaged in such studies.