



ecodefating

LIFE13 ENV/IT/000470

ECODEFATING

Environmentally friendly natural products instead of chemical products in the degreasing phase of the tanning cycle

Start: 01/10/2014

End: 30/09/2016

23/03/2016

Monitoring and 18 month meeting

Florence - Italy

UNIFI Premises



AGENDA

9:30 [UNIFI] Welcome and opening of the meeting

TECHNICAL SESSION

09:35 [UNIFI] Technical issues: update of activity and scheduled tasks from October 2015 until the end of February 2016.

- **Open discussion on actions carried out in the period**

11:15 Coffee break

11:30 [UNIFI] Technical future issues

- **Technical activities to be carried out in the next six months**
- **Open discussion on actions to be carried out in the next six months**

12:00 [UNIFI] Management and dissemination issues

- **Dissemination activities and materials**
- **Project amendment**
- **Preparation of Final Report**

13:00 Lunch



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AGENDA

ADMINISTRATIVE/FINANCIAL SESSION

- **14:30 [All and EC Monitor team] ECODEFATTING Administrative issues: check of all administrative documents**
- **17:00 End of the monitoring visit**



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Action number	Action Name of the action	2014				2015				2016				
		I	II	III	IV	I	II	III	IV	I	II	III	IV	
A. Preparatory actions:														
A.1	Demonstration of the use of the different defatting agents currently used in the EU tanneries				■	■								
A.2	Demonstration of natural products					■	■	■	■					
B. Implementation actions:														
B.1	Demonstration of natural products in the defatting phase at laboratory level					■	■	■	■					
B.2	Defatting at a semi-industrial level by using natural products						■	■	■	■				
B.3	Demonstration of natural products defatting at a pre-industrial level						■	■	■	■	■			
B.4	Leather products obtained with the use of natural products for the defatting phase											■	■	
C. Monitoring of the impact of the project actions:														
C.1	Monitoring of the defatting agents environmental impact				■	■	■	■						
C.2	Environmental monitoring of defatting with natural products at laboratory level					■	■							
C.3	Environmental monitoring of defatting with natural products at semi-industrial level						■	■	■	■				
C.4	Environmental monitoring of defatting with natural products at the pre-industrial level							■	■	■	■			
C.5	Environmental benefits from the natural products fatting process								■	■	■	■		
C.6	Quality assessment of leather products production								■	■	■	■		
C.7	Monitoring of technical-socio-economic assessment of the ECODEFATTING project											■	■	



Technical Actions carried out by each partner in the last six months

- A2: demonstration of natural products (M3-M15)
- B1: natural products in the defatting phase at laboratory level (M3-M15)
- B2: defatting at a semi-industrial level by using natural products (M6-M18)
- B3: natural products defatting at a pre-industrial level (M6-M21)
- C3: environmental monitoring of defatting with natural products at semi-industrial level (M6-M18)
- C4: environmental monitoring of defatting with natural products at pre-industrial level (M9-M21)
- C5: environmental benefits from the natural fatting process (M12-M24)
- C6: quality assessment of leather production process (M12-M24)



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AGENDA

09:40 [All] Presentation of Partners

UNIFI

ICCOMCNR

INESCOP

NEWPORT



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Dissemination actions

D1 Website creation

D2 Notice boards

D3 Innovative technology for leather industrial degreasing manual

D4 Leather sample book of hides degreased with the innovative glicerol diacetato composition

D5 Training course for Italian tanneries

D6 Training course for Spanish tanneries

D7 Demonstration workshop in Italy

D8 Demonstration workshop in Spain



Dissemination actions

D9 Diffusion material preparation

D10 Articles and press releases

D11 International conferences and fairs

D12 Digital supports for international diffusion

D13 Networking

D14 Layman's report

D15 After-LIFE Communication Plan



D1 Project website

- ECODEFATTING website in English , in Italian and Spanish:
www.life-ecodefating.com
- In the website:
 - Visit counter
 - Link to LIFE+
 - Link to each beneficiary website
 - Results update
 - News update
 - Coming up
 - Reserved area
 - Link with the Facebook page for event booking/registration
- Website visitors: 28,480
- Facebook page: 8



D2 Notice boards

- UNIFI produced 8 ECODEFATTING Notice boards and gave them to all the beneficiaries
- All the beneficiaries put the ECODEFATTING Notice board in a public space
- All the beneficiaries sent the photos of the ECODEFATTING Notice board in a public space in each beneficiary premises

Foreseen:

- 8 ECODEFATTING notice boards



D3 Innovative technology for leather industrial degreasing manual

NEWPORT and INESCOP, with the collaboration of all the beneficiaries, will prepare the ECODEFATTING technology manual to be attached to the Final Report as Deliverable

Foreseen:

At the end of the project production and sending to industrial managers, Associations, Institutions, Technical Center, journalists and public interested of 1.000 copies of the project formative-informative manual



D4 Leather sample books of ECODEFATTING hides

NEWPORT and INESCOP will produce 4 books (2 for each country) containing each one 10 samples of project degreased leather accessible to industrial managers, Associations, Institutions, Technical Center, journalists and public.

Foreseen:

4 books containing each one 10 project samples



D5 Training course for Italian tanneries

- On June NEWPORT will organise a training course with 25-50 technicians from Italian tanneries trained in innovative ECODEFATTING procedures

Foreseen:

- 1 ECODEFATTING training course in Italy



D6 Training course for Spanish tanneries

- On May INESCOP will organise a training course with 25-50 technicians from Spanish tanneries trained in innovative ECODEFATTING procedures

Foreseen:

- 1 ECODEFATTING training course in Spain



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D7 Demonstration workshop in Italy

- On July NEWPORT will organise a workshop with the participation of 50 Italian tanning and leather manager and business people

Foreseen:

- 1 ECODEFATTING workshop in Italy



D8 Demonstration workshop in Spain

- On June INESCOP will organise a workshop with the participation of 50 Spanish tanning and leather manager and business people

Foreseen:

- 1 ECODEFATTING workshop course in Spain



D9 Diffusion material preparation

- 8,000 ECODEFATTING brochures
- 2,000 ECODEFATTING pendrives as project gadget
- 1 ECODEFATTING tissue poster
- 2 INESCOP posters
- 8 technical posters: 2 for A.2; 2 for B.1; 1 for B.2; 1 for B.3; 1 for C2; 1 for C2, C3 e C4.
- 1 English project presentation
- 1 Italian project presentation
- 1 Spanish project presentation

In Annex Dissemination activities details of material distribution.

Foreseen:

- 25 Posters, 10,000 leaflets/brochures/factsheets, 2,500 various branded items



D10 Articles and press releases

- UNIFI has submitted 1 article for Researchmedia
- INESCOP has produced 1 article in INESCOP's Environment Newsletter No. 174, November 2014
- INESCOP has produced 1 article in INESCOP's News, No. 275, May 2015
- INESCOP has produced 1 article in Revista del Cuero. Colombia. Enero-Marzo 2014
- INESCOP's Environment Newsletter, No. 186, November 2015
- 1 article in Italian in Platinum journal
- 1 article on Corriere Fiorentino on 05/11/2015
- 1 article in International Innovation on issue 178

Foreseen:

- 30 publications on different media



D11 International conferences and fairs

- Co-Shoes Fair, 22-23 October 2014, Alicante (Spain)
- Co-Shoes Fair, Alicante (Spain), 22nd -23rd April 2015
- “TOSCANA & AMBIENTE La sfida europea dei progetti LIFE” UNIFI LIFE event at Firenze on 24th October 2014
- LIFE+ Networking Event, 19 November 2014, Ibi -Alicante (Spain)
- Meeting of the Leonardo mobility Vetpro project “The Adaptation of European Union, Footwear Education, Design and Product Systems being examined to Turkey Footwear Industry”, INESCOP, Elda-Alicante (Spain), 21st October 2014
- Conference titled “Best Available Technologies in the Tanning Industry”, Lorca – Murcia (Spain), 14th May 2015
- Ecomondo – Rimini 3-6 November 2015
- All the ECODEFATTING beneficiaries are responsible for the organisation of specific communication activities in order to disseminate the project actions and results to Institutions and policy makers: 1. Senator of the Italian Government – Italy in the UNIFI LIFE event at Firenze on 24th October 2014



D11 International conferences and fairs

- LIFE+ Networking Event 14 July 2015 -Valencia (Spain)
- SIMAC - Lineapelle Fair 23-25 February 2015, Milan (Italy)
- University of Montpellier (France) 29 gennaio 2016
- European Symposium on Atomic Spectrometry - ESAS 2016 31 marzo-2 aprile
- SETAC Nantes Society of Environmental Toxicology and Chemistry (SETAC) Nantes (France) 22-24 maggio 2016
- Incontro di Spettroscopia Analitica Università degli Studi di Bari “Aldo Moro” e Università degli Studi della Basilicata Matera, 30 maggio – 1 giugno 2016

Foreseen:

- participation at minimum 6 events between international conferences and fairs



D12 Digital supports for international diffusion

- In the last period of the project UNIFI will collect the video from each beneficiary, integrate and prepare the ECODEFATTING video to be copied, distribute and attached to the Final Report as Deliverable
- UNIFI started to have some contacts with some expert video companies in order to organise the general structure of the video
- UNIFI started to think on the video text

Foreseen:

- At the end of the project UNIFI will be the responsible for the collection of each beneficiary video and production of a Project video ready for use



D13 Networking

- Cluster with OXATAN, SHOELAW, ECOFATTING, PODEBA, MICROTAN, SHOEBAT, CO2SHOE, BIONAD, TAN (LIFE 9-10-11-12-13-14 projects)
- Networking contacts at the UNIFI LIFE event at Firenze on 24th October 2014
- LIFE+ Networking Event, 19 November 2014, Ibi -Alicante (Spain)
- LIFE+ Networking Event 14 July 2015 -Valencia (Spain)
- Meeting of the Leonardo mobility Vetpro project “The Adaptation of European Union, Footwear Education, Design and Product Systems being examined to Turkey Footwear Industry”(number 2013-1-TR1-LEO03-50777), INESCOP, Elda-Alicante (Spain), 21st October 2014
- In the Annex Dissemination activities we will define a table with:
 - Day of the networking
 - How (phone, meeting, etc.)
 - Which projects
 - Who (name of the participants)
 - Topics discussed and conclusions

Foreseen:

- it is possible to reach a maximum of 10 projects or initiatives connected with ECODEFATTING project



D14 Layman's report

In the last period of the project UNIFI will prepare the ECODEFATTING Layman's report to be attached to the Final Report as Deliverable

Foreseen:

- ECODEFATTING Layman's report to be distributed and delivered to the Commission at the end of the project



D15 After-LIFE communication plan

In the last period of the project UNIFI will prepare the ECODEFATTING After-LIFE communication plan to be attached to the Final Report as Deliverable

- Very important for the EC evaluation: the project will end for the EC contribution, but it will not end for the work to do and the future application and the possible projects and business
- Short report: overview of final results and table with future activities
- UNIFI will prepare the After-LIFE Communication Plan report to be attached to the Final Report as Deliverable

Foreseen:

- At the end of the project UNIFI will be responsible for the creation of the “After-LIFE Communication Plan”



ECODEFATTING Dissemination issues balance

- D1 Project website: update
- D2 Notice boards : OK (foreseen 8 notice boards)
- D3 Innovative technology for leather industrial degreasing manual: to be started (foreseen 1 ECODEFATTING manual)
- D4 Leather sample books: to be started (foreseen 4 ECODEFATTING books)
- D5-D6 Training courses for Italian and Spanish tanneries: to be started (foreseen 2 Training courses)
- D7-D8 Demonstration workshops in Italy and Spain: to be started (foreseen 2 workshops)
- D9 Diffusion material preparation: more posters (foreseen 25 Posters, 10,000 leaflets/brochures/factsheets, 2,500 various branded items, now 8,000 brochures, 11 posters, 2,000 gadgets, 3 presentations)



ECODEFATTING Dissemination issues balance

- D10 Articles: more articles (foreseen 30 articles, now 8 articles)
- D11 International conferences and fairs: OK OK (foreseen 6 events, now 14 events)
- D12 Digital supports for international diffusion: to be started (foreseen project video)
- D13 Networking: OK OK (foreseen 10 projects, now 10)
- D14 Layman's report: to be started (foreseen ECODEFATTING Layman's report)
- D15 After-LIFE communication plan: to be started (foreseen ECODEFATTING After-LIFE)



- **ACTION E.1: Project management**
- **ACTION E.2: Monitoring**

- UNIFI has continuous contact with all project partners for monitoring project activities
- UNIFI prepares and sends a summary of the project activities carried out to monitoring team at the end of each month
- UNIFI receives from each beneficiary technical inputs for the monitor month summary
- Definition of management structures
- Definition of payment procedures of each beneficiary
- UNIFI organised the kick-off meeting in October 2014 in UNIFI premises
- UNIFI organised the 6 month and monitoring meeting in March 2015 in ICCOMCNR premises
- UNIFI organised the 12 month meeting in October 2015 in NEWPORT premises



- **ACTION E.1: Project management**
- **ACTION E.2: Monitoring**

- UNIFI organised the 18 month and monitoring meeting in March 2016 in UNIFI premises
- UNIFI defined the Partnership Agreement (following the EC scheme) and collected all the beneficiaries signatures
- UNIFI uses project progress indicators for monitoring project activities
- UNIFI will revise the project progress indicators in each of the projects coordination meeting in order to check any irregularities
- UNIFI will check the number and type of people reached by each dissemination activity in order to check if the diffusion actions have met their goals



➤ **ACTION E.1: Project management**

☐ Definition of management structures

➤ Management and technical committee

- UNIFI: Roberto Bianchini
- ICCOMCNR: Emilia Bramanti
- INESCOP: Mercedes Roig
- Newport: Maurizio Sabatini

➤ Administrative committee

- UNIFI: Silvia Borselli
- ICCOMCNR : Manuela Cempini
- INESCOP: Julio Gutierrez
- Newport: Maurizio Sabatini and Paola Nacci



➤ **ACTION E.1: Project management**

□ Definition of payment procedures of each beneficiary

- Each beneficiary has a specific payment responsible
 - UNIFI: Roberto Bianchini selects the project cost formally approved by department director or UNIFI council
 - ICCOMCNR: Emilia Bramanti selects the project cost formally approved by department director
 - INESCOP: Mercedes Roig selects the project cost formally approved by company director and administration department
 - Newport: Maurizio Sabatini as company manager selects and decides



➤ **ACTION E.1: Project management**

- ❑ Definition of project accounting system and cost center

All beneficiaries have defined the following internal specific code (codice commessa) which identify the project and all costs and income related to the project:

- UNIFI: CUP B92I14000360006
- ICCOMCNR: CUP B92I14000360006
- INESCOP: 6200200037
- NEWPORT: 770031

For UNIFI and ICCOMCNR VAT is a cost.



➤ **ACTION E.1: Project management**

- ❑ Definition of project accounting system and cost center

All beneficiaries respects the procedure of the best value for money for selecting all the project external and consumable costs:

- UNIFI and ICCOMCNR: public tender through MEPA
- INESCOP and NEWPORT: historical supplier or market analysis

All the beneficiaries approved only the costs:

- directly linked to, and necessary for, carrying out the ECODEFATTING project;
- reasonable, justified and comply with the principles of sound financial management, in particular in terms of economy and efficiency;
- compliant with applicable tax and social legislation; and
- actually incurred during the lifetime of the project, as defined in the grant agreement, and which could be identifiable and verifiable



ECODEFATTING Technical future issues for the next six months

- B3: Pre-industrial level (M6-M21)
- B4: Leather products (M18-M24)
- C4: monitoring at pre-industrial level (M9-M21)
- C5: environmental benefits from the natural fattening process (M12-M24)
- C6: quality assessment of leather production process (M12-M24)
- C7: Technical-socio-economic assessment (M18-M24)



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ECODEFATTING Technical future issues for the next six months

[All] Open discussion on actions to be carried out in the next six months of the project



ADMINISTRATIVE ISSUES

- **Amendment evaluation**
- **Final Report**
- **Next Deliverables**
- **Partner costs February 2016**
- **Daily rates**
- **Next meeting**



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Amendment

On 10 December 2015 we received the formal communication with the OK from EC for the amendment related to the change from Biokimica to NEWPORT



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FINAL REPORT

UNIFI will be responsible of the production of the Final report which will be made up by:

- **Progress report with the summary of technical, administrative and dissemination project issues**
- **Dissemination Annex**
- **Deliverables**
- **Possible Technical Annexes**
- **Output indicators**
- **New EC Financial forms with all the originals signatures from each partner**
- **Audit document**

The Final Report sending deadline is 31 December 2016

The EC ok of the Final report will produce the project final payment from the EC



FINAL REPORT

- Documents needed from each beneficiary
- UNIFI will check all the partner financial documents for final original versions with signatures from each partner

UNIFI will be responsible for the production of an audit document signed by an external authorised auditor (already selected) which will certify all the project financial data.

The selected auditor will check all the partner financial data and, if necessary, will request to each partner more detailed documents.



FINAL REPORT CHAPTERS

- 1. List of contents
- 2. Executive summary
- 3. Introduction
- 4. Administrative part
- 5. Technical part
 - 5.1 Technical progress per action
 - 5.2 Dissemination actions
 - 5.3 Evaluation of project implementation
 - 5.4 Analysis of long-term benefits
- 6. Comments on the financial report
 - 6.1 Summary of costs
 - 6.2 Accounting system
 - 6.3 Partnership arrangements
 - 6.4 Auditor's report
 - 6.5 Summary of costs per action
- 7. Annexes
- 8. Financial report and annexes



FINAL REPORT

Deadline

- UNIFI will send to each partner a form and request for technical and dissemination contribution for the Final Report no later than 10th of October 2016
- Each partner has to send to UNIFI all the technical contribution no later than 30th of October 2016
- Each partner has to send to UNIFI all the dissemination contribution no later than 30th of October 2016
- Each partner responsible for a Deliverable has to send to UNIFI the Deliverable no later than 30th of October 2016
- UNIFI will send a draft of the Final Report to the Monitoring team no later than 10th of December 2016
- UNIFI will send to EC and Monitoring agency all the Final Report documents no later than 31st of December 2016



NEXT DELIVERABLES

All the following Deliverables will be annexes of the Progress Report:

- Report on environmental monitoring of semi-industrial defatting phase with natural products: C.3
- Report on semi-industrial defatting phase with natural products: B.2
- Report on environmental monitoring of pre-industrial defatting phase with natural products: C.4
- Report on pre-industrial defatting phase with natural products: B.3
- Audit report: E.3
- ECODEFATTING After-LIFE communication plan: D.15
- ECODEFATTING LCA document: C.7
- ECODEFATTING Layman's report: D.14
- ECODEFATTING technical manual: D.3
- Leather products obtained by a defatting phase with natural products: B.4
- Report on environmental benefits of the ECODEFATTING process: C.5
- Report on quality monitoring of ECODEFATTING leather products: C.6



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PARTNER COSTS FEBRUARY 2016

PARTNER	BUDGET											
	Personnel	Personnel February 16	Travel	Travel February 16	External assistance	External assistance February 16	Consumables	Consumables February 16	Overheads	Overheads February 16	TOTAL	TOTAL February 16
UNIFI	185.000	165.491,08	9.140		87.400	8.160,62	105.000	43.923,14	26.000	15.230,24	412.540	232.805,08
NEWPORT	111.000	64.991,69	9.140	148,14	15.400	14.031,64	80.000	64.605,01	16.000	10.064,35	231.540	153.840,83
ICCOMCNR	118.000	138.655,23	9.140	332,60	20.800	37.210,00	105.000	8.290,22	18.000	12.914,16	270.940	197.402,21
INESCOP	69.000	51.169,04	7.790	4.618,68	16.000	6.999,91	20.000	16.314,11	7.746	5.537,12	120.536	84.638,86
TOTAL	483.000	420.307,04	35.210	5.099,42	139.600	66.402,17	310.000	133.132,48	67.746	43.745,88	1.035.556	668.686,99



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DAILY RATES FEBRUARY 2016

Beneficiary: UNIFI

As per Project				At February 2016	
Actions	Contract type	Category	Daily rate	Category	Daily rate
A1,B4, C5, D1, D3, D9, D10, D11, D12, D13, D14	Permanent staff	Chemical expert	200	Chemical expert	528, 337, 184, 180, 200
E1, E2, D10, D11, D14	Permanent staff	Project manager	200	Project manager	461

Beneficiary: ICCOMCNR

As per Project				At February 2016	
Actions	Contract type	Category	Daily rate	Category	Daily rate
B1, C1, C2, C4, D11, D13	Permanent staff	Chemical expert	200	Chemical expert	216
E1	Permanent staff	Project manager	200	Project manager	210



DAILY RATES FEBRUARY 2016

Beneficiary: Newport

As per Project				At February 2016	
Actions	Contract type	Category	Daily rate	Category	Daily rate
A2, B2,B3, B4, C3, C6, D4, D5, D7	Permanent staff	Tanning expert	150	Tanning expert	180
E1	Permanent staff	Project manager	200	Project manager	178

Beneficiary: INESCOP

As per Project				At February 2016	
Action	Contract type	Category	Daily rate	Category	Daily rate
A2, B1, B2, B3, B4, C3, C6, D6, D8	Permanent staff	Tanning expert	150	Tanning expert	142, 252, 80
E1	Permanent staff	Project manager	200	Project manager	282



MEETINGS

- 1st Kick off meeting in UNIFI premises in Florence in Italy in October 2014
- 2nd Coordination 6 month and monitoring meeting in ICCOMCNR premises in Pisa (Italy) on March 25th 2015
- 3rd Coordination 12 month meeting in Newport premises in Italy on October 2015
- 4th Coordination 18 month and monitoring meeting in UNIFI premises in Florence in Italy on March 23th 2016

Next Project meeting

- 5th Coordination 24 month meeting in Inescop premises in Spain on July 2016