

WORK PLAN

PHASE & PERIOD	SPECIFIC GOALS	PREVIEWED ACTIVITY	ACHIEVEMENTS/EXPECTED RESULTS	PARTNER ROLE	ROLE OF EXTERNAL SUBJECTS	INDICATORS OF ACHIEVED GOALS
START (October-December 2006)	Definition of a training system in the field of Urban Safety with particular regard to situations of need, marginalization, uneasiness and exploitation	<ul style="list-style-type: none"> i Appointing of work group i Activity and partner role agreement i Planning activity & definition of methodology and work instruments i Constitution of the Management Committee and agreement on the partnership functioning and development i Constitution of project team i Organization of a video conferencing system i Organization of the 1st trans-national Conference in Italy 	<ul style="list-style-type: none"> - Work plan "Guide-cards" - Summary report of "Starting phase" written and disseminated in the project partner languages a put onto the dedicated web site. - mailing list 	<ul style="list-style-type: none"> i Preparation, by the Campania region Local Police School, of the Guide-cards relevant to the organization of the Management Committee & Project Team work plans. i Plenary discussion, with participation of all project partners, on work plan and project thematic areas i Meeting of project team i Each partner will produce a mailing list of the stakeholders to whom news letter will be sent i II Turkish partner will provide in organizing the 1st Conference 	Preparation of Communications Plan	<ul style="list-style-type: none"> - Respect of the previewed dead-lines for the installation of the Management Committee, for the putting to pint of the project plan and for the definition of each partner role. - Detailed diffusion of summary reports to all stakeholders - 1st Trans-national Conference and number of participants

PHASE & PERIOD	SPECIFIC GOALS	PREVIEWED ACTIVITY	ACHIEVEMENTS/EXPECTED RESULTS	PARTNER ROLE	ROLE OF EXTERNAL SUBJECTS	INDICATORS OF ACHIEVED GOALS
Planning (January-April 2007)	Defining of structure and contents of the dedicated web site. Getting under way of the first communications/ dissemination activities relevant to the implementation of the project	<ul style="list-style-type: none"> i Building of a section exclusively dedicated to the project within the Campania Region Local Police Training School's already existing web site. The site has been built by means of the SSL system (secure socket layers) i Monitoring activity i Activity dissemination 	<ul style="list-style-type: none"> - Constantly updated web pages - Transmission of news letters to all stakeholders - Printing of a Brochure (4 sides) in all project partner languages illustrating the project as conceived in the planning phase - Communications Plan 	<ul style="list-style-type: none"> i The Campania Region Local Police School will provide in: i Putting to point a Story board and a number of indicators for quality evaluate of the activities under taken i Building of the Web pages i Sharing methodologies and project result indicators 	Printing & translation of the brochure	<ul style="list-style-type: none"> - Time indicators: respect of the established dead-lines for the putting to point of the agreed upon activities - Number of persons reached by means of the illustrative project brochure - number of persons in the mailing list

PHASE & PERIOD	SPECIFIC GOALS	PREVIEWED ACTIVITY	ACHIEVEMENTS/EXPECTED RESULTS	PARTNER ROLE	ROLE OF EXTERNAL SUBJECTS	INDICATORS OF ACHIEVED GOALS
Research (January 2007)	Comparative analysis of the enforced norms, in the areas of reference of the partners, in matter of Urban Safety	<ul style="list-style-type: none"> i Project partner collection of the enforced norms, in the matter of Urban Safety, of their own country , ii Comparative analysis of the enforced norms in the project- partner countries iii Seminars of comparison by means of video-conferences 	- Summary report in which, besides the illustration of the enforced norms in the single countries, will be contained the comparison (differences and affinities) of the norms. The report, both in paper work and on-line, will be produced in all the project-partner languages and disseminated by means of the dedicated web-site and also in the course of the seminars – All seminar proceedings and outcomes will be put on the dedicated web site and sent to those enrolled in the mailing list by means of news letters.	<ul style="list-style-type: none"> i Each partner collects and introduce to the other project partners the normative scenery of their own country ii The Mykolas Romeris University of Vilnius, Lithuania will be particularly involved in the work of confrontation of the partner-country norms in the matter of Urban Safety. 		<ul style="list-style-type: none"> - Respect of dead-line for the collection and comparison of norms - Number of seminar participants - Number of paper reports distributed during the seminars, in brief number of persons contacted.

PHASE & PERIOD	SPECIFIC GOALS	PREVIEWED ACTIVITY	ACHIEVEMENTS/EXPECTED RESULTS	PARTNER ROLE	ROLE OF EXTERNAL SUBJECTS	INDICATORS OF ACHIEVED GOALS
Research (February 2007)	<ul style="list-style-type: none"> - Comparative analysis of the models utilized in identifying requirements; - implementation of good practices; - gap analysis; - competence development for those involved in Urban Safety 	<ul style="list-style-type: none"> i Each partner, with reference to its own context, analyses the training requirements of those involved in Urban Safety ii Project-partner contacts by means of e-mail iii Forum of discussion on the dedicated web-site iv Seminars for confrontation 	Report on the results achieved to be disseminated by means of paper copies in occasion of the seminars and on-line by means of the dedicated web-site (in the project-partner languages).The results will also be diffused by means of the news letter titled – definition of a model for the development of the competences of those involved in Urban Safety - .	<ul style="list-style-type: none"> i Each partner will provide in analysing and forwarding the analysis results of its own context ii Particular involvement on behalf of the Centro de Investigation para el Desarrollo for its specific competence in the matter of social inclusion. 	All those who wish to express their personal experiences will be invited to participate in the on-line Forum of discussion by means of the dedicated mailing list.	<ul style="list-style-type: none"> - respect of the established dead-line for the training requirements - Number of persons involved besides the project-team, that participate at the on-line Forum of discussion.

PHASE & PERIOD	SPECIFIC GOALS	PREVIEWED ACTIVITY	ACHIEVEMENTS/EXPECTED RESULTS	PARTNER ROLE	ROLE OF EXTERNAL SUBJECTS	INDICATORS OF ACHIEVED GOALS
Research (February - March 2007)	Model creation & formulation of the Proximity Police Officer competences. First draft of training course.	<ul style="list-style-type: none"> i Model structure creation of the of the Social Officer job profile ii Draft of the training course structure iii Development of methodological tools iv On-line exchange of information v Discussion Forum vi Up-dating of web-site vii Transmission of News letters to the stakeholders 	<ul style="list-style-type: none"> - news letter - Formulation of the Social Officer's competences - New section on the web-site dedicated to model creation 	<ul style="list-style-type: none"> i The Campania Region Local Police Training School will provide in: ii - classifying all the project activities and in producing methodological charts and database. <p>Particularly involved will be the Public Order Department of the Turkish Internal Ministry, expert in social dynamics connected to the management of Urban Safety</p>	- All those who have interest in expressing their own opinions and experiences will be invited to participate at the on-line discussion forum by means of the mailing list.	<ul style="list-style-type: none"> - respect of the established dead-line for the model creation and the formulation of the necessary competences - Number of persons participating at the on-line Forum respect to those who have been contacted and invited to participate.

PHASE & PERIOD	SPECIFIC GOALS	PREVIEWED ACTIVITY	ACHIEVEMENTS/EXPECTED RESULTS	PARTNER ROLE	ROLE OF EXTERNAL SUBJECTS	INDICATORS OF ACHIEVED GOALS
Research (April– May2007)	Presentation and validation of the outlined professional profile, of the training course and of the hypothesized competences	<ul style="list-style-type: none"> ✓ Presentation of the outlined professional profile ✓ Presentation of the structured training course ✓ Presentation of the defined competences ✓ Implementation of the shared and validated training models ✓ Project seminars in which the models elaborated are presented and debated 	<ul style="list-style-type: none"> - Seminar proceedings in paper and on-line (in the partner-country languages) - Illustrative brochure, of 6 pages (in the partner-country languages) referring to the validated model to be put into practice - news letter - Summary report on the outlined profile of the structured training course and on the necessary competences. All reports will be both in paper and on-line in all the project-partner languages. 	The role of the FESU (European Forum for Urban Safety) will be of particular importance.		<ul style="list-style-type: none"> - respect of the established dead-line for the formulation and the presentation of the professional profile, of the training course and of the necessary competences. - number of seminar participants with respect to the number of invitations.

PHASE & PERIOD	SPECIFIC GOALS	PREVIEWED ACTIVITY	ACHIEVEMENTS/EXPECTED RESULTS	PARTNER ROLE	ROLE OF EXTERNAL SUBJECTS	INDICATORS OF ACHIEVED GOALS
ACCOMPLISHMENT (July–October 2007)	Model structuring of the Proximity Police Officer professional profile with subsequent definition of role and functions; Development of a methodology bearing in mind the respect of the fundamental training values (analysis of needs, planning, delivery, evaluation)	Executive planning finalized to the following: i Structuring into a model the Proximity police officer professional profile with subsequent definition of role and functions; ii Development of a methodology bearing in mind the respect of the fundamental training values (analysis of needs, planning, delivery, evaluation) iii Discussion Forum	- structuring of the final training course and determination of both the contents and the didactic units. - News letter - Dedicated section on the project web-page	The models will be elaborated by means of work sessions within the partnership while the exchange of information will take place by internet, the discussion forum and the mailing list. Participation at the periodic work meetings		- respect of the established dead-line for the presentation of the final draft of the professional profile and of the contents of the training course.

PHASE & PERIOD	SPECIFIC GOALS	PREVIEWED ACTIVITY	ACHIEVEMENTS/EXPECTED RESULTS	PARTNER ROLE	ROLE OF EXTERNAL SUBJECTS	INDICATORS OF ACHIEVED GOALS
ACCOMPLISHMENT (December 2007)	Presentation and sharing of the definite models; planning of the product promotion activity	i Presentation and sharing of the definite models ii planning of the product promotion activity v Preparation of the 2nd trans-national Conference to be held in Turkey v Presentation of the outlined training model	i Publication of all Conference documents and proceeds on dedicated web-page ii Printing of all reports and abstracts in all partner country languages iii Brochure of 6 pages (in all partner country languages) to be sent to all stakeholders illustrating the definite training model iv Newsletter	The Campania Region Local Police Training School will provide: i Conference informational and promotional activity by means of the dedicated web-site ii Production of reports and abstracts in partner country languages iii Delivery of invitations iv Conference facilities and guests	Members of the French Police Force who have great experience in exercising the functions of Proximity police together with the Managing-director of the Police School of Catalunya, Spain, a most dynamic and open to innovative experience reality, will be participating at the conference as privileged guests.	Realization of the Conference, number of distributed reports and number of participants - dissemination of the communicative products as scheduled in the communication plan.

PHASE & PERIOD	SPECIFIC GOALS	PREVIEWED ACTIVITY	ACHIEVEMENTS/EXPECTED RESULTS	PARTNER ROLE	INDICATORS OF ACHIEVED GOALS
Testing (January – March 2008)	Testing of the models and of the training course for the implementation of the professional figure within the partner territorial reality of reference.	<ul style="list-style-type: none"> i Implementation of the models and the didactic units in the partner countries ii Distance Learning platform for the implementation of the training course. 	<ul style="list-style-type: none"> i Distance Learning Platform ii Production and publishing of didactic material iii Updating of web-pages with regard to the testing phase iv newsletter v Announcement on the dedicated web-site of the Campania Region Local Police Training School informing all potential users of the activation of the Distance Learning Platform 	<ul style="list-style-type: none"> i Each partner will provide in activating 30 hour training modules to be supplied to groups of 5 units together with the class-room presence of an expert tutor. ii All partners will carry out comparative analyses for the validation process. iii The Campania Region Local Police Training School will provide in analyzing and confronting the outcomes, in verifying and validating the levels of efficiency of the models put to point and tested and in structuring the Distance Learning Platform 	<ul style="list-style-type: none"> -respect of the established dead-line for the selection of the subjects to be trained - respect of previewed testing time-length - Respect of established dead-line for the individualization of the class-room tutors - Number of accesses to the Distance learning Platform with respect to the number of people informed of its existence.

PHASE & PERIOD	SPECIFIC GOALS	PREVIEWED ACTIVITY	ACHIEVEMENTS/EXPECTED RESULTS	PARTNER ROLE	ROLE OF EXTERNAL SUBJECT	INDICATORS OF ACHIEVED GOALS
CONCLUSION (March 2008 – September 2008)	Implementation of the training models Implementation of the Distance Learning Platform on the dedicated project web-site.	<ul style="list-style-type: none"> i Implementation of the didactic modules in the project partner countries ii Planning of the Distance Learning training course iii Preparation of the conclusive meeting 	<ul style="list-style-type: none"> i Putting into practice of the training course by means of the Distance Learning technology ii Production of both a book and a CD Rom in all partner-country languages besides English iii Meeting for the dissemination of the project results iv Inclusion of the achieved training product into the courses supplied by the Campania Region Local Police training school and also into the didactic structures of the project partner countries 	<ul style="list-style-type: none"> i Each partner will provide in publicizing and making the achieved product accessible ii The Campania Region Local Police Training School will provide in organizing the meeting in Italy 	<ul style="list-style-type: none"> - Translation of the material produced - Organizing of the Trans-national Conference 	<ul style="list-style-type: none"> respect of the established dead-line for the selection of the subjects to be trained - respect of previewed testing time-length - Respect of established dead-line for the individualization of the class-room tutors - Number of accesses to the Distance learning Platform with respect to the number of people informed of its existence - Number of people present at the final Conference

PHASE & PERIOD	SPECIFIC GOALS	PREVIEWED ACTIVITY	ACHIEVEMENTS/EXPECTED RESULTS	PARTNER ROLE	ROLE OF EXTERNAL SUBJECT	INDICATORS OF ACHIEVED GOALS
Exploitation (October 2006 – September 2008)	Communications System: internal and interactive communications between and among partner on-line publication of: project comparative analyses, seminar proceedings and job profile of Urban Safety officer	<ul style="list-style-type: none"> i Organization and management of contents and of communications systems i Constant up-dating of web-site 	<ul style="list-style-type: none"> i Realization of an on-line Forum of experts i Realization of a dedicated area on-line for the submission of both the research and the planning activity reports <p>On-line publishing of: project activities, comparative analyses, seminar proceedings and job profile of Urban Safety officer</p>	<p>The Campania Region Local Police Training School will provide in realizing the following:</p> <ul style="list-style-type: none"> ✓ On-line Forum of experts ✓ Mailing list ✓ Activation of the on-line forum ✓ Dedicated on-line area for the submission of both research and planning activity reports 		<ul style="list-style-type: none"> - Number of persons reached by means of the communications system - Implementation and up-dating of web-pages subsequent to on-line contacts

PHASE & PERIOD	SPECIFIC GOALS	PREVIEWED ACTIVITY	ACHIEVEMENTS/EXPECTED RESULTS	PARTNER ROLE	ROLE OF EXTERNAL SUBJECT	INDICATORS OF ACHIEVED GOALS
Exploitation (Novembre 2007)	Dissemination of: -achieved training model, -outlined professional profile -individualized training methodologies	<ul style="list-style-type: none"> ✓ Communications System: Organizational and external communications ✓ Communications and dissemination plan 	<ul style="list-style-type: none"> ✓ Model illustrating Brochure (6 pages) in the project partner country languages ✓ Introductory brochure (4 pages) of the initiative in partner country languages ✓ Most significant project documents (description of Urban Safety Officer professional profile and of training methodologies) ✓ Constantly up-dated web-pages ✓ The brochures and relevant annexes will also be available on the dedicated project web-site. 	<p>Each partner will provide in disseminating the products to:</p> <ul style="list-style-type: none"> i Institutions appointed to Urban Safety policies, i Training institutions, i Social institutions, i Local institutionsi 	Printing and translation activity	<ul style="list-style-type: none"> - Number of persons and institutions reached by means of the communications system - Piano di comunicazione su persone ed Enti raggiunti - Implementation and up-dating of web-pages subsequent to on-line contacts

PHASE & PERIOD	SPECIFIC GOALS	PREVIEWED ACTIVITY	ACHIEVEMENTS/EXPECTED RESULTS	PARTNER ROLE	ROLE OF EXTERNAL SUBJECT	INDICATORS OF ACHIEVED GOALS
Exploitation (October 2007 - August 2008)	Organization of thematic seminars in each partner country reality for the dissemination of the implemented training model	<ul style="list-style-type: none"> i Each partner will provide in disseminating the model in its own country by means of technical seminars ii Organization of introductory meeting in the partner realities of reference. 	<ul style="list-style-type: none"> ✓ Seminar proceedings ✓ Reports and documents relevant to all meetings, seminars and video-conferences ✓ Web-page section dedicated to each seminar ✓ Newsletter ✓ In real time on-line seminar diary 	<ul style="list-style-type: none"> ✓ Seminar introductory meetings ✓ Introductory meetings ✓ In the partner country realities of reference Organization of seminars in the partner realities of reference		Number of Seminars organized and participative response

PHASE & PERIOD	SPECIFIC GOALS	PREVIEWED ACTIVITY	ACHIEVEMENTS/EXPECTED RESULTS	PARTNER ROLE	ROLE OF EXTERNAL SUBJECT	INDICATORS OF ACHIEVED GOALS
Exploitation (April 2008)	<ul style="list-style-type: none"> - 3rd Trans-national Conference to be held in France - International confrontation on the introductory activity carried out in each partner country 	<ul style="list-style-type: none"> i Analysis of the results ii Planning of further initiatives of cooperation among the project partners iii Preparatory video-conference to the 3rd Trans-national Conference 	<ul style="list-style-type: none"> i Report meeting ii All Conference documents and proceedings will be both printed and put on-line in all partner country languages iii Newsletter iv On-line web-cam connection to the 3rd Trans-national Conference 	<ul style="list-style-type: none"> ✓ Introductory meetings In the partner country realities of reference ✓ Preparatory video-conference to the 3rd Trans-national Conference The Campania Region Local Police Training School will provide in collecting all the material produced	Subjects involved in training	<ul style="list-style-type: none"> - Number of Seminars organized and participative response - Number of web-site contacts - Number of participants at the 3rd. Trans-national Conference

PHASE & PERIOD	SPECIFIC GOALS	PREVIEWED ACTIVITY	ACHIEVEMENTS/EXPECTED RESULTS	PARTNER ROLE	ROLE OF EXTERNAL SUBJECT	INDICATORS OF ACHIEVED GOALS
Exploitation (September 2008)	Dissemination of project outcomes. Conclusive meeting in Italia	<ul style="list-style-type: none"> i Publication of a book and a cd-rom on the project and its outcomes Dissemination of the results	<ul style="list-style-type: none"> i Publication of a book on the entire project and its outcomes in all partner country languages ii Publication of a CD-Rom on the entire project and its outcomes in all partner country languages iii Conference documents and procceds iv Illustrative Brochure (6 pages) on the entire project and its outcomes, in all partner country languages v Newsletter vi Up-dating of web-page vii Inclusion in the training course catalogue of the Campania Region Local Police Training School 	<ul style="list-style-type: none"> ✓ Creation of work-groups and assignment of activity to be carried out ✓ Report compiling ✓ Work groups, reporting and editing 		<ul style="list-style-type: none"> - Book e cd-rom (number of institutions and persons reached) -Number of participants at the conclusive meeting.

PHASE & PERIOD	SPECIFIC GOALS	PREVIEWED ACTIVITY	ACHIEVEMENTS/EXPECTED RESULTS	PARTNER ROLE	ROLE OF EXTERNAL SUBJECT	INDICATORS OF ACHIEVED GOALS
Monitoring & Rating (January 2007 – September 2008) Quality management	Planning and validation of the monitoring and rating method with agreement upon rating chronology (in ex ante, in itinere, intermedia ed ex post)	<ul style="list-style-type: none"> i Efficiency rating of the project accomplishments i Project quality Control i Verification of correspondence between the planned results and those actually obtained 	<ul style="list-style-type: none"> ✓ Qualitative/Quantitative data and information relevant to the project accomplishments ✓ Constant up-dating of project dedicated web space ✓ Periodical reports ✓ Diffusion of results by means of newsletters ✓ Periodical transmission of results to the mailing list subscribers 	<ul style="list-style-type: none"> i Putting to point of a battery of control and result indicators i Reporting and project informative system 		respect of the established dead-line for the putting to point of a battery of control and result indicators by means of which the project will be evaluated