

EUROPEAN ORGANISATION FOR THE SAFETY OF AIR NAVIGATION

EUROCONTROL

- Measures of the Permanent Commission -

MEASURE N° 85/42

concerning the conclusion of a Special Agreement between EUROCONTROL and the Department of Civil Aviation, Cyprus, for the provision of advisory services relating to the CYPRO Project.

THE PERMANENT COMMISSION FOR THE SAFETY OF AIR NAVIGATION :

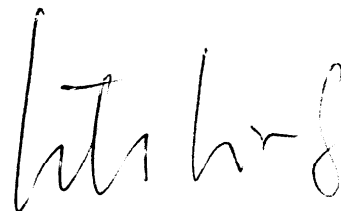
Having regard to the EUROCONTROL International Convention relating to Co-operation for the Safety of Air Navigation, as amended by the Protocol signed at Brussels on 12 February 1981, and in particular Articles 2.2.(a), 6.3, 7.2. and 11 thereof;

on the proposal of the Committee of Management;

HEREBY TAKES THE FOLLOWING MEASURE :

1. The Special Agreement with the Department of Civil Aviation, Cyprus, annexed to this Measure, is hereby approved.
2. The Director General is authorised to sign the said Agreement on behalf of the Organisation.

Done at Brussels on **29. 04. 97**



Károly LOTZ

President of the Permanent Commission



EUROCONTROL



DEPARTMENT OF CIVIL AVIATION
CYPRUS

AGREEMENT

BETWEEN EUROCONTROL AND THE DEPARTMENT OF CIVIL AVIATION, CYPRUS, FOR THE PROVISION OF ADVISORY SERVICES RELATING TO THE CYPRO PROJECT

The European Organisation for the Safety of Air Navigation (EUROCONTROL) established by the EUROCONTROL International Convention relating to Co-operation for the Safety of Air Navigation as amended at Brussels in 1981, represented by its Director General, Mr. Y. Lambert,
hereinafter referred to as "EUROCONTROL",

and

the Department of Civil Aviation Cyprus represented by its Director General, Mr. M. Herodotou,

hereinafter referred to as "DCA Cyprus"

HAVING REGARD to Articles 2.2(a), 7.2, 11.3 and 12 of the EUROCONTROL International Convention relating to Co-operation for the Safety of Air Navigation, signed in Brussels on 13 December 1960, as amended by the Protocol signed in Brussels on 12 February 1981,

HAVING REGARD to Measure N° taken by the Permanent Commission on concerning the conclusion of a Special Agreement between EUROCONTROL and the Department of Civil Aviation Cyprus, for the provision of advisory services relating to the Cyprus Project (hereinafter referred to as "CYPRO - Project")

HAVE AGREED AS FOLLOWS :

ARTICLE 1

The subject of the present Agreement is the provision by EUROCONTROL of advisory services for the CYPRO Project of DCA Cyprus. The Project details are provided in Annex 1.

ARTICLE 2

- 2.1. The services to be provided by EUROCONTROL are detailed in the Specifications attached at Annex 1.
- 2.2. The services provided by EUROCONTROL in the framework of the present Agreement shall meet the requirements of the DCA Cyprus and shall be in line with the EATCHIP and CIP objectives.
- 2.3. EUROCONTROL shall not, however, be held responsible for any decision in the operational, technical, financial and/or managerial field which have been taken by the DCA Cyprus in execution of its duties and/or prerogatives.

ARTICLE 3

EUROCONTROL shall be empowered to conclude any contracts required for the execution of the present Agreement including outsourcing or sub-contracting in accordance with the Contract Regulations for the EUROCONTROL Organisation in force at that time.

ARTICLE 4

- 4.1. Costs incurred by EUROCONTROL for the implementation of the present Agreement shall be borne by the DCA Cyprus and the necessary funds shall be made available to EUROCONTROL as provided for in Article 5 below.
- 4.2. The cost for the implementation of the present Agreement has been estimated at 214,826 XEU. This estimate is based on the most realistic information available at the time of drawing up the Agreement and upon the current rules governing the costing of the supply of services by EUROCONTROL. The cost estimate is detailed in Annex 2.

EUROCONTROL shall be free to modify the allotment of funds laid down in Annex 2 whenever required for the implementation of the present Agreement.

The above-mentioned cost estimate shall be subject to revision in accordance with the conditions set out in paragraph 4.3. hereunder.

- 4.3. The following charging arrangements based on the principle of non-profit making shall apply:

- 4.3.1. The supply of EUROCONTROL's effort and services shall be costed in accordance with the cost price reimbursement rules as approved by the competent authorities of EUROCONTROL and shall be in conformity with the provisions of the Staff Regulations governing the officials of the EUROCONTROL Agency.
- 4.3.2. All costs related to the supply of equipment and or effort and services by third parties under contract shall be charged accordingly. The cost shall be determined inclusive of value added tax, where applicable.
- 4.3.3. Managerial and administrative overheads shall not be charged.
- 4.3.4. The charging arrangements as set out above are based on the rules governing the costing of the supply of EUROCONTROL's services applicable at the date of signature of the present Agreement.

In the event of any modifications of these rules by EUROCONTROL's competent authorities during the implementation of the present Agreement, the modified rules shall apply, the present Agreement being modified in accordance with Article 10 below.

ARTICLE 5

- 5.1. There shall be no pre-financing of any kind by EUROCONTROL.
- 5.2. The funds shall be made available by the DCA Cyprus to EUROCONTROL through a Special Annex to EUROCONTROL's Budget.
- 5.3. In order to enable EUROCONTROL to commence its work the DCA Cyprus shall remit the sum of 42,965.2 XEU to EUROCONTROL at the latest at the date of the entry into force of the present Agreement.
- 5.4. EUROCONTROL shall request further instalments every 3 months from the DCA Cyprus as the implementation of the present Agreement progresses. Payment shall be made within a period of 60 days beginning from the date the invoice has been issued.
- 5.5. Any delay in the payment of the amounts due according to paragraphs 3 and 4 of this Article shall give rise to the payment of interest, on arrears calculated on the basis of the XEU rate. Each day's delay beyond the periods mentioned in paragraphs 3 and 4 of this Article shall be calculated as 1/360 of a year. The XEU interest rate shall be that applicable to the appropriate 3-month term deposits published by the Statistical Office of the European Communities (EUROSTAT) in its monthly journal "ECU-EMS Information".
- 5.6. The DCA Cyprus shall communicate to EUROCONTROL of the appropriate payment services and EUROCONTROL shall communicate to the DCA Cyprus the appropriate bank details.
- 5.7. The financial management of the present Agreement shall be executed in accordance with the provisions of the Financial Regulations of the

EUROCONTROL Agency. A final statement of account shall be submitted to the DCA Cyprus within a period of 6 months after the completion of the present Agreement.

- 5.8. The DCA Cyprus shall be authorised to scrutinise the relevant accounts on request.

ARTICLE 6

- 6.1. EUROCONTROL staff assigned to the DCA Cyprus for the execution of the present Agreement shall remain subject to the Staff Regulations governing the officials of the EUROCONTROL Agency.
- 6.2. The DCA Cyprus shall provide office accommodation and normal administrative support (e.g. the use of telephone/telefax facilities for official purposes and secretarial support).

ARTICLE 7

- 7.1. Each Contracting Party shall exonerate the other from all civil liability arising from loss, damage or bodily injury suffered by its staff as a result of the performance of the present Agreement, where such loss, damage or bodily injury is not due to grave negligence or deliberate omission or wrongful act on the part of the other Contracting Party or its staff.
- 7.2. Each Contracting Party shall indemnify the other and its staff against any action for compensation for loss, damage or bodily injury to third parties, including their own staff or any staff under contract, arising from the performance of the present Agreement, where such loss, damage or bodily injury is not due to grave negligence or deliberate omission or wrongful act on the part of the other Contracting Party or its staff.
- 7.3. Staff of each Contracting Party to the present Agreement shall observe the laws of the respective host country and the rules relating to the conduct of foreigners.

ARTICLE 8

- 8.1. Any copyrights, royalties and present or future legal rights relating to property - whether tangible or intellectual - accruing from the performance of the present Agreement shall be the exclusive property of both Contracting Parties who shall not dispose of them to third parties for commercial reasons without the prior and express written consent of the other.
- 8.2. All modifications to existing software and/or new software which may be developed as well as all documentation produced and/or modified, together with all general results and expert knowledge acquired during the implementation of the present Agreement, shall be the property of both Contracting Parties who shall be free to use them in the fulfilment of their proper tasks.

ARTICLE 9

- 9.1. Except with the prior consent of the other Contracting Party neither Contracting Party shall disclose any technical or financial detail of the present Agreement, or any specification, document and/or any other information acquired in connection with its implementation to any person other than a person employed or engaged by them, or to any other persons officially entitled to handle such information.
- 9.2. Any disclosure to any person permitted under paragraph 9.1. above shall be in strict confidence and shall extend so far only as may be necessary for the purpose of the present Agreement.

ARTICLE 10

- 10.1. The present Agreement may be modified only by an instrument in writing of equal formality, signed by the duly authorised representatives of both Contracting Parties.
- 10.2. Any modification of the Annexes, with the exception of the total estimated cost stated in Annex 2 and in Article 4.2. above - which will require the formal approval of the duly authorised representatives of both Contracting Parties, may be made by formal exchange of letters between the Director General of the DCA Cyprus and the Director General of EUROCONTROL.
- 10.3. The Annexes shall constitute an integral part to the present Agreement.

ARTICLE 11

In the event of a dispute arising between the Contracting Parties to the present Agreement concerning the interpretation and or application thereof which cannot be settled through direct negotiation or in any other manner, the provisions of Article 31 of the amended EUROCONTROL International Convention relating to Co-operation for the Safety of Air Navigation shall apply.

ARTICLE 12

- 12.1. The present Agreement shall enter into force on the day of its signature by both Contracting Parties.
- 12.2. The present Agreement shall remain in force until declaration by both Contracting Parties that its objective has been met successfully.
- 12.3. Notwithstanding the provision of paragraph 12.2. above, the present Agreement may be terminated by either Contracting Parties subject to giving 6 months' prior written notice. The DCA Cyprus remains liable for full payment of all costs incurred by EUROCONTROL up to the expiry of the present Agreement.
- 12.4. In case of emergency or war the provisions of the present Agreement may be suspended by either Contracting Party.

Done at _____, on _____

in two originals in the English language.

For EUROCONTROL

For the DCA Cyprus

The Director General

The Director General

Y. LAMBERT

M. HERODOTOU



EUROCONTROL



DEPARTMENT OF CIVIL AVIATION
CYPRUS

AGREEMENT

**BETWEEN EUROCONTROL AND THE DEPARTMENT
OF CIVIL AVIATION, CYPRUS, FOR THE
PROVISION OF ADVISORY SERVICES RELATING
TO THE CYPRO PROJECT**

ANNEX 1

TECHNICAL PART

November 1996

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1. SUMMARY

1.1 Project Title and Acronym

Project Title:

The provision of advisory services and support to the Department of Civil Aviation Cyprus, in their endeavour for the:

- *Procurement, Installation and Commissioning of a standalone MSSR in the east part of Cyprus (RADEAST)*
- *Procurement, Installation and Commissioning of a Terminal Area Radar System for the TMA of Larnaca (RADWEST)*
- *Procurement, Installation and Commissioning of a new Area and APP Centre in Nicosia (LEFCO).*

In technical correspondence, the project shall be referred to by means of the acronym:

CYPRO **“CYPRUS PROJECT”**

The final aim of the project is the full alignment of the Air Traffic Services in the Cyprus FIR with EATCHIP Strategy as it is further analysed in CIP and its objectives.

1.2 Parties involved

As referred in the main part of the Agreement.

1.3 Services Summary and their Availability

Section 3 pertains to the description of the Services and Deliverables that are planned to be provided under this Agreement. Further analysis and specification of the Tasks and Deliverables of this Project will be done during the development of the Detailed Workplan (see below).

The interim objectives (i.e. those set for the year 1997) and services covered by the Project shall be available as given below:

- | | |
|---|-----------|
| 1) Technical Specification for LEFCO: | +6 months |
| 2) Support for the implementation of the RADWEST Project: time scale according to the contract arrangements but not later than: | +7 months |
| 3) Evaluation of offers for RADWEST Project: | +6 months |
| 4) Support for the implementation of the RADWEST Project: | +8 months |

The estimated availability of CYPRO objectives spanned into years 1998 and beyond and the availability of associated services covered by this Special Agreement is given below:

- | | |
|---|------------|
| 1) Evaluation of offers for LEFCO: | +16 months |
| 2) Support for the implementation of the LEFCO Project: <i>time scales according to the contract arrangements but not earlier than:</i> | +48 months |
| 3) Support for the implementation of the RADEAST Project: | +24 months |

2. PROJECT OVERVIEW

2.1 Overview

The Department of Civil Aviation of Cyprus (DCA Cyprus) plans to upgrade the Cyprus Air Traffic Management (ATM) facilities. As part of this plan DCAC has commissioned the development of a new Area Control Centre (ACC) in Nicosia. In addition to the ACC sectors and associated offices the new ACC will also accommodate a radar based Approach Control Centre for the Larnaca Terminal Manoeuvring Area.

To achieve the objectives of this plan, the DCAC, in conjunction with the Cyprus Telecommunications Authority (CYTA), is implementing **CYPRO**, the Cyprus Project for Air Traffic Control (ATC) Improvements, which will consist of a number of separate Air Traffic Management (ATM) projects, namely:

- The procurement installation and commissioning of a Monopulse Secondary Surveillance Long Range Radar (MSSR) to enhance and duplicate the SSR cover of the upper airspace in the western area of the Nicosia Flight Information Region (FIR). The project's code name is **RADWEST**.
- The procurement installation and commissioning of Terminal Area Radar System (TARS), comprising a Primary Surveillance Radar (PSR) and a co-located long range MSSR. The mission of the system is to support the provision of a radar approach control service to Larnaca Airport and to enhance and duplicate the SSR cover of the upper airspace in the eastern area of the Nicosia FIR. The project's code name is **RADEAST**.
- The procurement installation and commissioning of new ATM facilities for the en-route sectors of the ACC and Larnaca APP, to be installed in a new building; this project will encompass all ATM data processing and display requirements, including a simulator for the training of operational staff. The project's code name is **LEFCO**.

Specifically excluded from these projects are all voice communications aspects. New air/ground and ground/ground facilities are currently being procured in a project, run solely by CYTA.

RADWEST, RADEAST, and LEFCO, together with the new communication facilities will enable the DCAC to handle the projected 51% increase in traffic, compared to 1994 traffic levels, which has been forecast by the year 2001.

Also associated with **CYPRO** but not covered by this Special Agreement are other activities which will provide:

- the construction of the aforementioned new building for the ACC / APP facilities, in Nicosia;
- the construction of a new terminal building, new control tower, building and, eventually, a second, parallel, runway at Larnaca;
- the construction of a new terminal building and a new control tower at Paphos.

2.2 Scope of the Project.

The Project covers all activities pertaining to the procurement implementation and commissioning of the CYPRO Project components.

Within this framework other supplementary or subsidiary activities will take place as to enable the orderly and timely achievement of the Project objectives.

The element of the continuous quality control i.e. how the work within the Project is performed, forms also part of the Project scope.

Some of these activities (see also the relevant Tables for their exact listing) may be part of a major Task and may lead or not to a pre-defined deliverable.

2.3 Standards Methods and Procedures.

Throughout the Project the Cyprus Project Team will apply EUROCONTROL and International Standards to ensure the appropriate quality of services and deliverables.

A list of the applicable standards will be annexed to the Detailed Workplan.

3. CYPRO PROJECT DESCRIPTION

3.1 Task Description

3.1.1 General

The work breakdown is performed following the decomposition of task and their coding according to the Effort Accounting System (EFAS)

Tasks are divided in three groups corresponding to the three phases of EFAS and to the Agency's charging policy.

All CYPRO Projects are having components distributed in all of three phases. Although Project Management Task will as expected span over the whole duration of the CYPRO Project, its components will also be found in the different phase groups and Projects.

The order of Task designation is not always related with their chronological sequence or their interrelation. The description of Tasks is only made for currently running or future Tasks. Reference to Tasks already carried out and completed is made by their title without any detailed description.

Sign (O) denotes an optional Task that may be carried out or not following the request and confirmation from DCA Cyprus.

3.1.2 Detailed Description of Tasks

3.1.2.1 PHASE 1 Tasks

3.1.2.1.1 PROJECT "RADWEST"

This Project has completed all Phase 1 Tasks.

3.1.2.1.2 PROJECT "RADEAST"

This Project has completed all Phase 1 Tasks.

3.1.2.1.3 PROJECT "LEFCO"

The parties involved have completed all Tasks pertaining to:

1. Preparatory Activities (ISS3CY_N1PP)
2. Outline Description/Operational Plan (ISS3CY_N1OP)
3. Ops Requirements (ISS3CY_N1OP)

3.1.2.1.3.1 Task 1/N1: Project Management (ISS3CY_N1PM)

Throughout the whole project, there will be management of the resources and monitoring of progress by the Project Manager and Project Support Team. At EUROCONTROL premises, the internal computerised project management system (based on MS Project Management V.4 for Windows) will be used for Project planning, progress monitoring and effort spending on a monthly basis.

In addition Programme Evaluation and Review Techniques (PERT) as supported by the MS Project Management package, will be used as a standard tool to monitor and evaluate the Project status and progress.

The Project Manager and the members of the CYPRO Project Team (CPT) will be holding a *progress review meeting* every month.

Co-ordination meetings shall take place as planned in the Detailed Workplan to deal with interfacing and co-ordination matters, possibly bilateral agreements, etc.

Ad hoc meetings will call upon to solve specific problems. Specialists not belonging to the CPT may be invited to participated in meetings of this nature and provide their expertise. Their effort is foreseen in the overall Project Management cost.

Formal Progress Reports with reference to each individual Task shall be issued and communicated to DEI and DCA CYPRUS every two months. The standard format of this bimonthly report (BMR) is given in Appendix 1.

Specific items which are to be dealt with in time within the relevant tasks and in the frame of the Project Management overall Task, are:

1. Creation of a detailed workplan (as Deliverable No. 1 see below).
2. Organisation of *progress review*, *co-ordination* and *ad-hoc* meetings.
3. Creation of minutes of the meetings.
4. Creation of progress reports.
5. Carry on of Project correspondence and filling.

1 Development of a Detailed Workplan

During the same period a detailed Workplan will be produced which will refine and finalise the description of the Tasks, their time-scales and the number and nature of associated deliverables. The contents of the deliverables will be also addressed to a certain degree in this document.

3.1.2.1.3.2 Task 2/N1: Project Assessment (ISS3CY_N1PS)

The detailed Project Assessment pertains to the preliminary Task that follows immediately after the activation of the Special Agreement and it is directly related with a detailed description of the overall project management and workplan. The *Detailed Workplan* enabling control of the planning and the project on a bimonthly basis will be the deliverable of this Task. See also para. 3.3 for the description (and an example) of this deliverable.

3.1.2.1.3.3 Task 3/N1: System Requirements (ISS3CY_N1SR)

As a result of the Outlined Operational Plan the system requirement shall be further clarified and refined to enable the timely production of the Technical Specification for system procurement.

3.1.2.1.3.4 Task 4/N1: Technical Specifications (ISS3CY_N1TS)

The Task deals with the timely production of Technical Specification in co-operation with the DCA Cyprus and CYTA. It is further subdivided to Sub-Tasks which lead to corresponding deliverables as chapters or parts of the Technical Specification.

For the sake of simplicity and consistence, the titles of the sub-tasks and deliverables are the same and are given below:

1. System Specifications & Design
2. Radar Data Processing
3. ODS
4. Consoles' design and interfacing to existing VCCS
5. Flight Data Processing
6. Technical System Monitoring & Control
7. Recording & Playback System
8. SIMULATOR
9. Installation & General Conditions
10. Supplementary Equipment & Services
11. System Testing & Acceptance
12. Contract Management

The above mentioned are titles of deliverables in the context of Phase 1 for LEFCO but are also directly linked with the sub-tasks aiming at their production. Therefore the corresponding sub-tasks bear the same name.

The Technical Specifications for LEFCO will be first delivered in a draft form that will be reviewed commonly with DCA Cyprus, CYTA and EUROCONTROL. Following that the agreed final version will be produced.

3.1.2.2 PHASE 2 Tasks

3.1.2.2.1 PROJECT "RADWEST"

This Project has completed all Phase 2 Tasks.

3.1.2.2.2 PROJECT "RADEAST"

3.1.2.2.2.1 Task 1/L2: Project Management (ISS3CY_L2PM)

During the whole phase 2, there will be management of the resources and monitoring of the progress by the Project Manager and Project Support Team. The procedures means and actions to implement this task are the same as per para. 3.1.2.1.3.1.

The Detailed Workplan planned to be produced for LEFCO Phase 1 (N1) will be upgraded to cover phase 2 also.

3.1.2.2.2.2 Task 2/L2: (O) Preparation for Tender Action (ISS3CY_L2TA)

If necessary the CPT will assist CYTA through DCA Cyprus in the preparation of their Tender Documents and possibly in the development of a Tender Evaluation Methodology in line with the principles set so far by EUROCONTROL Advisory Services and adopted to the CYTA internal rules.

3.1.2.2.2.3 Task 3/L2: Tender Evaluation (ISS3CY_L2TE)

The CPT with a synthesis similar to the one that had produced the Technical Specification will perform together with DCA Cyprus and CYTA a detailed Tender Evaluation of the offers.

The evaluation task will be performed in accordance with EUROCONTROL Advisory Services standard methodology adopted to the particular corresponding rules of CYTA and the DCA Cyprus.

The Evaluation Report shall be the deliverable of this Task.

3.1.2.2.2.4 Task 4/L2: Detailed Functional Specifications (ISS3CY_L2DF)

Prior or following the contract signature(exact procedure to be commonly defined) the Cyprus Project Team will support DCA Cyprus and the CYTA in their negotiations and endeavour to define System's Definitive Functional Specifications.

This will comprise the analysis and detailed definition of the various functions and capabilities of the system, the determination of its performance limits and also the definition of testable items for the acceptance phase.

The DFS Document which will be part of the Contract shall be the deliverable of this Task.

In this case the deliverable will be produced following contract arrangements mainly by the Contractor. CPT will perform the review together with DCA Cyprus and CYTA. The duration of the task shall be minimised to avoid delays in project implementation.

3.1.2.2.3 PROJECT "LEFCO"

3.1.2.2.3.1 Task 1/N2: Project Management (ISS3CY_N2PM)

During the whole phase 2, there will be management of the resources and monitoring of the progress by the Project Manager and Project Support Team. The procedures means and actions to implement this task are the same as per para. 3.1.2.1.3

The Detailed Workplan to be produced for Phase 1 will be upgraded to cover phase 2 also.

3.1.2.2.3.2 Task 2/N2: (O) Preparation for Tender Action (ISS3CY_N2TA)

If necessary the CPT will assist CYTA through DCA Cyprus in the preparation of their Tender Documents and possibly in the development of a Tender Evaluation Methodology in line with the principles set so far by EUROCONTROL Advisory Services and adopted to the CYTA internal rules.

3.1.2.2.3.3 Task 3/N2: Tender Evaluation (ISS3CY_N2TE)

The CPT with a synthesis similar to the one that had produced the Technical Specification will perform together with DCA Cyprus and CYTA a detailed Tender Evaluation of the offers.

The evaluation task will be performed in accordance with EUROCONTROL Advisory Services standard methodology adopted to the particular corresponding rules of CYTA and the DCA Cyprus.

The Evaluation Report shall be the deliverable of this Task.

3.1.2.2.3.4 Task 4/N2: Detailed Functional Specifications (ISS3CY_N2DF)

Prior or following the contract signature(exact procedure to be commonly defined) the Cyprus Project Team will support DCA Cyprus and the CYTA in their negotiations and endeavour to define System's Definitive Functional Specifications.

This will comprise the analysis and detailed definition of the various functions and capabilities of the system, the determination of its performance limits and also the definition of testable items for the acceptance phase.

The DFS Document which will be part of the Contract shall be the deliverable of this Task.

In this case the deliverable will be produced following contract arrangements mainly by the Contractor. CPT will perform the review together with DCA Cyprus and CYTA. The duration of the task shall be minimised to avoid delays in project implementation.

3.1.2.3 PHASE 3 Tasks

3.1.2.3.1 PROJECT "RADWEST"

3.1.2.3.1.1 Task 3/R1: Project Management (ISS3CY_R3PM)

During the whole phase 3, there will be management of the resources and monitoring of the progress by the Project Manager and the Project Support Team. The procedures means and actions to implement this task are the same as per para. 3.1.2.1.3.1.

It is not considered necessary to produce a Detailed Workplan for the specific project and phase, since the details have been already mentioned in the Contract with the Supplier.

3.1.2.3.1.2 Task 3/R2: -O- Audit (ISS3CY_R3AU)

If necessary the CPT may perform an audit at the premises of the Contractor. This a rather remote possibility since the procurement pertains to a COTS (MSSR) product.

3.1.2.3.1.3 Task 3/R3: Factory Acceptance Testing (ISS3CY_R3FI)

The Cyprus Project Team (CPT) will review the Factory Acceptance Testing Specifications to be delivered by the Contractor to the DCA Cyprus. Following the contractual arrangements for this particular item, the CPT will eventually produce comments, possibly propose modifications and if necessary develop additional Test Cases. The task will be carried out in constant co-operation with DCA Cyprus and CYTA.

Modifications and/or additional Testing may be also agreed with the Contractor.

During the Factory Acceptance Testing the CPT will assist the DCA CYPRUS representatives in their duties and will supervise the procedures. Will also participate and provide advice and expertise in eventual resolution and/or clarification meetings with the Contractor. If necessary will help in the interpretation of the test results.

3.1.2.3.1.4 Task 4/R3: Site Acceptance Testing (ISS3CY_R3NA)

The Cyprus Project Team (CPT) will review the Site Acceptance Testing Specifications to be delivered in due time by the Contractor to the DCA CYPRUS. Following the contractual arrangements for this particular item, the CPT will eventually produce comments, possibly propose modifications and if necessary develop additional Test Cases. The task will be carried out in constant co-operation with DCA CYPRUS. Modifications and/or additional Testing will be agreed also with the Contractor.

During the Site Acceptance Testing the CPT will assist the DCA CYPRUS representatives in their duties. Will also participate and provide advice and expertise in eventual resolution and/or clarification meetings with the Contractor. If necessary will help in the interpretation of the test results.

3.1.2.3.1.5 Task 5/R3: (O) Provisional Acceptance Testing (ISS3CY_R3PA)

This Task will be performed if necessary according to the particular Contractual arrangements.

3.1.2.3.1.6 Task 6/R3: System Evaluation (ISS3CY_R3SE)

The CPT will co-ordinate with the competent DCA Cyprus and CYTA entities to ensure the timely and orderly (following the end of the PAT phase) application of EUROCONTROL RASS Tools and methodology for the assessment of the performance of the Paphos MSSR.

RASS-S (and possibly RASS-C) will eventually be used for the System Evaluation. Standard Project ISS5 procedures will be applied for the performance of this specific task.

The RASS Evaluation Report will be the deliverable of this task.

3.1.2.3.1.7 Task 7/R3: (O) Operational Evaluation (ISS3CY_R3OE)

This Task will be performed if necessary according to the planning and needs of the DCA Cyprus.

The CPT will produce a comprehensive Operational Evaluation Manual adapted to the needs and particularities of DCA Cyprus. Eventually there will be a briefing of the Operational Staff of how to use the manual and conduct the evaluation.

In the case that is requested the entire task to be carried out by the CPT this would be performed as follows:

1. Conducting the Operational Evaluation

CPT operational members will supervise and conduct the Operational Evaluation task. It is envisaged that the task will be carried out by DCA Cyprus personnel assisted by the active participation of DCA Cyprus Controllers. This will foster co-operation and streamline the familiarisation procedure for the DCA Cyprus operational staff.

Prior to the Operational Evaluation Task the DCA Cyprus Operational personnel will be briefed about the details of the procedures.

2. Review and Interpretation of Operational Evaluation Results

The Cyprus Project Team together with the participating DCA Cyprus staff will review the Operational Evaluation results and the observations. A detailed report will be the deliverable of this task. The report will also describe the operational performance of the system including its possible limitation and functional aspects.

3. Conducting Flight Tests(O).

During the RASS evaluation campaign and eventually during the operational evaluation there may be a need to conduct special flight tests in order to create distinctive Air Traffic situations for testing system abilities and performances.

This is an optional task and its final execution will be decided in due time.

3.1.2.3.1.8 Task 8/R3: System Acceptance (ISS3CY_R3AS)

As system acceptance is meant the final acceptance after the end of the warranty period. If necessary CPT will assist DCA Cyprus /CYTA in their endeavour to assess system's RAM figures and finalise the logistic support scheme.

3.1.2.3.1.9 Task 9/R3: (O) Transition to Operations (ISS3CY_R3TO)

If necessary the CPT will assist DCA Cyprus by drafting a Transition Plan to facilitate and expedite the integration of the new MSSR to the existing mosaic multi-radar tracker and to smooth the transfer to operations

3.1.2.3.2 PROJECT "RADEAST"

3.1.2.3.2.1 Task 1/L3: Project Management (ISS3CY_L3PM)

During the whole phase 3, there will be management of the resources and monitoring of the progress by the Project Manager and Project Support Team. The procedures means and actions to implement this task are the same as per para. 3.1.2.1.3.1.

If it is considered necessary a Detailed Workplan will be produced to cover the specific project and phase tasks, in accordance to the Contract arrangements.

3.1.2.3.2.2 Task 2/L3: -O- Audit (ISS3CY_L3AU)

If necessary the CPT may perform an audit at the premises of the Contractor. This is a rather remote possibility since the procurement pertains to a COTS (MSSR) product.

3.1.2.3.2.3 Task 3/L3: Factory Acceptance Testing (ISS3CY_L3FI)

The Cyprus Project Team (CPT) will review the Factory Acceptance Testing Specifications to be delivered by the Contractor to the DCA Cyprus. Following the contractual arrangements for the Larnaca TMA radar system, the CPT will eventually produce comments, possibly propose modifications and if necessary develop additional Test Cases. The task will be carried out in constant co-operation with DCA Cyprus and CYTA.

Modifications and/or additional Testing may be also agreed with the Contractor.

During the Factory Acceptance Testing the CPT will assist the DCA CYPRUS representatives in their duties and will supervise the procedures. Will also participate and provide advice and expertise in eventual resolution and/or clarification meetings with the Contractor. If necessary the CPT will help in the interpretation of the test results.

3.1.2.3.2.4 Task 4/L3: Site Acceptance Testing (ISS3CY_L3NA)

The Cyprus Project Team (CPT) will review the Site Acceptance Testing Specifications to be produced and delivered by the Contractor. Following the contractual arrangements for the Larnaca TMA radar system, the CPT will eventually produce comments, possibly propose modifications and if necessary develop additional Test Cases. The task will be carried out in constant co-operation with DCA CYPRUS. Modifications and/or additional Testing will be agreed also with the Contractor.

During the Site Acceptance Testing the CPT will assist the DCA CYPRUS representatives in their duties. Will also participate and provide advice and expertise in eventual resolution and/or clarification meetings with the Contractor. If necessary the CPT will help in the interpretation of the test results.

3.1.2.3.2.5 Task 6/L3: (O) Provisional Acceptance Testing (ISS3CY_L3PA)

This Task will be performed if necessary according to the particular Contractual arrangements.

3.1.2.3.2.6 Task 7/L3: System Evaluation (ISS3CY_L3SE)

The CPT will co-ordinate with the competent DCA Cyprus and CYTA entities to ensure the timely and orderly (following the end of the PAT phase) application of EUROCONTROL RASS Tools and methodology for the assessment of the System's performance.

RASS-S (and possibly RASS-C) will be eventually used for the System Evaluation. Standard Project ISS5 procedures will be applied for the performance of this specific task.

The RASS Evaluation Report will be the deliverable of this task.

3.1.2.3.2.7 Task 8/L3: (O) Operational Evaluation (ISS3CY_L3OE)

This Task will be performed if necessary according to the planning and needs of the DCA Cyprus.

The CPT will produce a comprehensive Operational Evaluation Manual adapted to the needs and particularities of DCA Cyprus. Eventually there will be a briefing of the Operational Staff of how to use the manual and conduct the evaluation.

In the case that is requested the entire task to be carried out by the CPT this would be performed as follows:

1. Conducting the Operational Evaluation

CPT operational members will supervise and conduct the Operational Evaluation task. It is envisaged that the task will be carried out by DCA Cyprus personnel assisted by the active participation of DCA CYPRUS Controllers. This will foster co-operation and streamline the familiarisation procedure for the DCA Cyprus operational staff.

Prior to the Operational Evaluation Task the DCA Cyprus Operational personnel will be briefed about the details of the procedures.

2. Review and Interpretation of Operational Evaluation Results

The Cyprus Project Team together with the participating DCA Cyprus staff will review the Operational Evaluation results and the observations. A detailed report will be the deliverable of this task. The report will also describe the operational performance of the system including its possible limitation and functional aspects.

3. Conducting Flight Tests(O).

During the RASS evaluation campaign and eventually during the operational evaluation there may be a need to conduct special flight tests in order to create distinctive Air Traffic situations for testing system abilities and performances.

This is an optional task and its final execution will be decided in due time.

Deliverables of this Task will comprise: a) Operational Evaluation Manual b) Operational Evaluation Plan for LEFCO c) Report of the Operational Evaluation Results.

3.1.2.3.2.8 Task 9/L3: (O) System Acceptance (ISS3CY_L3AS)

As system acceptance is meant the final acceptance of the new TAR system following the end of the warranty period. If necessary CPT will assist DCA Cyprus /CYTA in their endeavour to assess system's RAM figures and finalise the logistic support scheme.

3.1.2.3.2.9 Task 10/L3: (O) Transition to Operations (ISS3CY_L3TO)

If necessary the CPT will assist DCA Cyprus in the development of a Transition Plan to facilitate and expedite the integration of the new TAR (with the long range MSSR) to the existing mosaic multi-radar tracker and to smooth the transfer to operations.

The integration of the TAR to the new Nicosia ACC shall be carried out also at a late stage (i.e. when the new ACC will be ready) and it will form part of the LEFCO activities.

3.1.2.3.3 PROJECT "LEFCO"

3.1.2.3.3.1 Task 1/N3: Project Management (ISS3CY_N3PM)

During the whole phase 3, there will be management of the resources and monitoring of the progress by the Project Manager and Project Support Team. The procedures means and actions to implement this task are the same as per para 3.1.2.1.3.1.

3.1.2.3.3.2 Task 2/N3: -O- Audit (ISS3CY_N3AU)

If necessary the CPT may be requested by DCA Cyprus to perform an audit at the premises of the Contractor. This task would be planned in co-operation with DCA Cyprus and CYTA and possibly would be carried out jointly. A decisive factor for the final choice will be the degree of customisation and the development required for the final system.

3.1.2.3.3.3 Task 3/N3: Factory Acceptance Testing (ISS3CY_N3FI)

The Cyprus Project Team (CPT) will review the Factory Acceptance Testing Specifications to be delivered by the Contractor to the DCA Cyprus. Following the contractual arrangements for this particular item, the CPT will eventually produce comments, possibly propose modifications and if necessary develop additional Test Cases. The task will be carried out in constant co-operation with DCA Cyprus and CYTA.

Modifications and/or additional Testing may be also agreed with the Contractor. The experience of the audit campaign (if effected) will be used to acquire the best out of the manufacturer's potentials and to benefit of the DCA Cyprus

During the Factory Acceptance Testing the CPT will if necessary assist the DCA CYPRUS representatives in their duties and will supervise the procedures. Will also participate and provide advice and expertise in eventual resolution and/or clarification meetings with the Contractor. If necessary will help in the interpretation of the test results.

3.1.2.3.3.4 Task 4/N3: Site Acceptance Testing (ISS3CY_N3NA)

The Cyprus Project Team (CPT) will review the Site Acceptance Testing Specifications to be delivered in due time by the Contractor to the DCA CYPRUS. Following the contractual arrangements for this particular item, the CPT will eventually produce comments, possibly propose modifications and if necessary develop

additional Test Cases. The task will be carried out in constant co-operation with DCA CYPRUS. Modifications and/or additional Testing will be agreed also with the Contractor.

During the Site Acceptance Testing the CPT will assist the DCA CYPRUS representatives in their duties. Will also participate and provide advice and expertise in eventual resolution and/or clarification meetings with the Contractor. If necessary will help in the interpretation of the test results.

3.1.2.3.3.5 Task 5/N3: -O- Provisional Acceptance Testing (ISS3CY_N3PA)

This Task will be performed if necessary according to the particular Contractual arrangements.

3.1.2.3.3.6 Task 6/N3: System Evaluation (ISS3CY_N3SE)

The CPT will co-ordinate with the competent DCA Cyprus and CYTA entities to ensure the timely and orderly (following the end of the PAT phase) application of EUROCONTROL RASS Tools and methodology for the assessment of the System's performance.

RASS-C (possibly including EUROCONTROL RASS-C tools) will eventually be used for the System Evaluation.

Project ISS5 standard procedures will be applied for the performance of this specific task.

The RASS Evaluation Report will be the deliverable of this task.

3.1.2.3.3.7 Task 7/N3: Operational Evaluation (ISS3CY_N3OE)

An Operational Evaluation shall be conducted prior to transfer to operations. The CPT in connection with the DCA CYPRUS will develop a schedule for this subtask in order to assign the necessary resources and define the necessary steps. The standard EUROCONTROL Procedure will be used as a guidance.

1. Conducting the Operational Evaluation

CPT operational members will supervise and conduct the Operational Evaluation task. It is envisaged that the task will be carried out by DCA Cyprus personnel assisted by the active participation of DCA CYPRUS Controllers. This will foster co-operation and streamline the familiarisation procedure for the DCA Cyprus operational staff.

Prior to the Operational Evaluation Task the DCA Cyprus Operational personnel will be briefed about the details of the procedures.

2. Review and Interpretation of Operational Evaluation Results

The Cyprus Project Team together with the participating DCA Cyprus staff will review the Operational Evaluation results and the observations. A detailed report will be the deliverable of this task. The report will also describe the operational performance of the system including its possible limitation and functional aspects.

3. *Conducting Flight Tests(O).*

During the RASS evaluation campaign and eventually during the operational evaluation there may be a need to conduct special flight tests in order to create distinctive Air Traffic situations for testing system abilities and performances.

This is an optional task and its final execution will be decided in due time.

Deliverables of this Task will comprise: a) Operational Evaluation Manual b) Operational Evaluation Plan for LEFCO c) Report of the Operational Evaluation Results

3.1.2.3.3.8 Task 8/N3: (O) System Acceptance (ISS3CY_N3AS)

As system acceptance is meant the final acceptance of the new ACC complex following the end of the warranty period. If necessary CPT will assist DCA Cyprus /CYTA in their endeavour to assess system's RAM figures and related performances and to finalise the logistic support scheme.

3.1.2.3.3.9 Task 9/N3: Transition to Operations (ISS3CY_N3TO)

The CPT will assist DCA Cyprus in the development of a Transition Plan to facilitate and expedite the transition to operations of the new ACC system.

The plan will also include the aspect of human resources their availability, familiarisation, training and possibly licensing.

3.1.2.4 PHASE 9 Tasks

3.1.2.4.1 General

A number of supporting Tasks is described in this section. Although according to EFAS coding phase 9 tasks deal with advice on training, this code was also found suitable to refer to auxiliary or supporting tasks that could be found necessary in the course of the CYPRO. These tasks are described in para. 3.1.2.4.1.2.

3.1.2.4.1.1 Task 1/9:-O-Training Advice (ISS3CY_N9TD)

According to EFAS coding, phase 9 tasks pertain to training advice. The CPT will interface with IANS to provide if necessary all possible support to DCA Cyprus in their effort to ensure adequate human resources for their new ACC/APP.

3.1.2.4.1.2 Other Auxiliary Tasks

In the context of the CYPRO Project there will be possibly the need to carry out supporting tasks like the one listed below. CPT will provide the DCA Cyprus with advice and support as necessary.

1. Bilateral Agreement(s) for Radar Data Provision

It is planned (see also the corresponding CIP) that the new Nicosia ACC/APP system will receive radar and air traffic related data (such as OLDI messages, etc.) from adjacent ACCs.

The CPT will offer expertise in drafting the necessary bilateral agreement(s) using EUROCONTROL model and will act as an intermediary during DCA Cyprus negotiations with EUROCONTROL Member States and/or ECAC Member States in the area. CPT will ensure contacts and provide advise during development phase of any eventual agreement.

2. Implementation of the Radar Data Link(s).

This includes the provision of services and software in the context of the RMCDE Project of the Agency. DCA Cyprus has included RMCDE facility in their plans pertaining to connection with Greece (according to CIP objectives) and possibly with other countries in the area. CPT through matrix organisation (i.e. DE1.2) has already ensured the provision of these services and software in accordance with the rules of the Agency.

3. Study on the availability of operational human resources and their replenishment.

This if agreed will include the assessment of the current status of the operational human resources (both in numbers in levels), the staffing of the new systems the rates of replenishment and the needs for recruitment.

4. Study on the availability of technical human resources and the manning of the new system(s).

This if agreed will include the assessment of the current status of the technical human resources (both in numbers in levels), the staffing of the new systems and the organisation of the new positions.

3.2 Effort required and Availability of Tasks

The tasks of each Project Phase are summarised below with an indication of their required effort and availability. As it is already stated the detailed and final organisation of Tasks with all their formal details will form part of the Detailed Workplan.

The tables summarising all the Tasks and providing their budgetary code, together with their required effort and availability are provided below.

Table I:
Phase 1 (N1): Task composition of LEFCO Project

	Task or Domain	Budgetary Code	Effort (m/weeks)	Availability (months)
1/N1	Project Management	ISS3CY_N1PM	13	5
	Development of Detailed. Workplan		3	2
	OOP Coordination		2	5
	Documentation control		2	5
2/N1	Preparatory Activities	ISS3CY_N1PP	2	2
3/N1	Project Assessment	ISS3CY_N1PP	2	2
4/N1	Technical Specifications	ISS3CY_N1TS	-	5
	System Requirements		2	
	Radar Data Processing		4	
	ODS		8	
	Consoles' design & interfaces to VCCS		2	
	Flight Data Processing		4	
	Tech, Monitoring & Control		2	
	Recording & Playback System		2	
	SIMULATOR		4	
	Installation & Gen. Conditions		1	
	Supplementary Equipment & Services		3	
	Project Management & Acceptance Testing		3	
	TOTAL		59	

Table II:
Phase 2 (L2): Task composition of RADEAST Project

	Task or Domain	Budgetary Code	Effort (m/weeks)	Availability (months)
1/L2	Project Management	ISS3CY_L2PM	4	8
2/L2	Preparation for Tender Action	ISS3CY_L2TA	NA	1
3/L2	Tender Evaluation	ISS3CY_L2TE	16	7
4/L2	Detailed Functional Specifications	ISS3CY_L2DF	4	8
	TOTAL		20	

Table III:
Phase 2 (N2): Task composition of LEFCO Project

	Task or Domain	Budgetary Code	Effort (weeks)	Availability (months)
1/N2	Project Management	ISS3CY_N2PM	4	18
2/N2	-O-Preparation for Tender Action	ISS3CY_N2TA	1	6
3/N2	Tender Evaluation	ISS3CY_N2TE	18	15
4/N2	Detailed Functional Specifications	ISS3CY_N2DF	6	18
	TOTAL		29	

Table IV:
L3: Phase 3; Task composition of RADEAST Project

	Task or Domain	Budgetary Code	Effort (m/weeks)	Availability (months)
1/L3	Project Management	ISS3CY_L3PM	6	24
2/L3	O- Audit	ISS3CY_L3AU	NA	14
3/L3	Factory Acceptance Testing	ISS3CY_L3FI	2	14
4/L3	Site Acceptance Testing	ISS3CY_L3NA	2	18
5/L3	O-Provisional Acceptance Testing	ISS3CY_L3PA	2	20
6/L3	System Evaluation (RASS Tools)	ISS5	-*	21
7/L3	_O_ Operational Evaluation	ISS3CY_L3OE	4	21
8/L3	System Final Acceptance	ISS3CY_L3SA	1	22
9/L3	Transition to Operations	ISS3CY_L3TO	2	24
	TOTAL		19	

- *System evaluation forms part of the ISS5 Project of the Agency

Table V:
N3: Phase 3; Task composition of LEFCO Project

	Task or Domain	Budgetary Code	Effort (m/weeks)	Availability (months)
1/N3	Project Management	ISS3CY_N2PM	16	46
2/N3	-O- Audit	ISS3CY_N3AU	NA	24
3/N3	Factory Acceptance Testing	ISS3CY_N3FI	4	30
4/N3	Site Acceptance Testing	ISS3CY_N3NA	4	34
5/N3	Provisional Acceptance Testing	ISS3CY_N3PA	NA	34
6/N3	System Evaluation	ISS3CY_N3SE	4*	36
7/N3	Operational Evaluation	ISS3CY_N3OE	5	42
8/N3	System Final Acceptance	ISS3CY_N3SA	2	46
9/N3	Transition to Operations	ISS3CY_N3TO	4	46
	TOTAL		35	

- *System evaluation forms part of the ISS5 Project of the Agency

Table VI:
Phase 3 (R3): Task composition of RADWEST Project

	Task or Domain	Budgetary Code	Effort (m/weeks)	Availability (months)
1/R3	Project Management	ISS3CY_R3PM	2	7
2/R3	-O- Audit	ISS3CY_R3AU	NA	2
3/R3	Factory Acceptance Testing	ISS3CY_R3FI	2	3
4/R3	-O-Site Acceptance Testing	ISS3CY_R3NA	2	4
5/R3	-O-Provisional Acceptance Testing	ISS3CY_R3PA	2	4
6/R3	System Evaluation (RASS Tolls)	ISS3CY_R3SE	3*	4
7/R3	-O-Operational Evaluation	ISS3CY_R3OE	3	5
8/R3	System Final Acceptance	ISS3CY_R3SA	1	6
9/R3	Transition to Operations	ISS3CY_R3TO	2	7
	TOTAL (including options)		14	

- *System evaluation forms part of the ISS5 Project of the Agency

Table VIa:
Phase 9: Auxiliary Task composition

	Task or Domain	Budgetary Code	Effort (m/weeks)	Availability (months)
1/9	Training Advice	ISS3CY_N9TD	3	TBD
2/9	Bilateral Agreement(s)		1	TBD
3/9	Implementation of the Radar Data Link(s).		4	TBD
4/9	Study on the availability of operational human resources and their replenishment		3	TBD
5/9	Study on the availability of technical human resources and the manning of the new system(s).		3	TBD
	TOTAL		14	

- *Tasks of this Table are only provisionally foreseen (except 3/9). Their definitive inclusion in the workpackage will be decided during the elaboration of the Detailed Workplan. The modalities concerning projects with IANS and RMCDE domains will be applied.

3.3 Description of Deliverables

3.3.1 General

It should be noted that the final and detailed description of all deliverables shall be done during the development of the Detailed Workplan and shall be part of the contents of this particular deliverable.

The deliverables are provisionally listed in the following paragraphs. There will be also other sort of documentation produced throughout the Project life (e.g. Comments on Site Survey Reports, other kind of Studies performed by contractors and have DCA Cyprus as a recipient, etc.) These documents will be mentioned in the final Project Inventory (of all deliverables) to be delivered at the conclusion of the Project to the DCA CYPRUS.

Some of the deliverables are described shortly but the majority is mentioned only by the title which provides enough information about the identity of the deliverable. As it is specified for deliverable **0N1**, there the deliverables will be further specified and any additional data or dependencies will be mentioned. These data will be complemented by the identity of the responsible author or team together with the exact time of delivery.

Deliverables marked by an -O- are considered as optional and products of an optional task as well.

3.3.2 Deliverables of RADWEST/Phase 1

Deliverable 1R1: Technical Specification

Technical Specifications for the Paphos MSSR were delivered at the end of March 1995.

3.3.3 Deliverables of RADWEST/Phase 2

Deliverable 1R2: Tender Evaluation Report

The Tender Evaluation Report for the Paphos MSSR was delivered in March 1996.

3.3.4 Deliverables of RADWEST/Phase 3

Deliverable 1R3: Comments on the proposed Factory Acceptance Testing Specifications

Deliverable 2R3: O- Report on the Factory Acceptance Testing

Deliverable 3R3: Comments on the proposed Site Acceptance Testing Specifications

Deliverable 4R3: O- Report on the Site Acceptance Testing Campaign

Deliverable 5R3: O- Report on the Provisional Acceptance Testing Campaign

Deliverable 6R3: RASS Campaign Report

The deliverable is related with the RASS evaluation of the Paphos MSSR System. The deliverable will consist of the RASS Evaluation Report according to EUROCONTROL format, methodology and standards.

Deliverable 7R3: Operational Evaluation Manual

Deliverable 8R3: -O- Operational Evaluation Plan

Deliverable 9R3: -O- Operational Evaluation Report

The deliverable will contain a full description of the Operational evaluation for the Paphos MSSR System. It will record its events and findings, eventual recommendations, etc. The Report will be taken into account when drafting the Transition Plan.

Deliverable 10R3: Transition to Operations Plan

The CYPRO Project Team will develop in co-ordination with DCA Cyprus and CYTA, a transition plan to manage the integration to the existing mosaic tracker and the transition to operations of the new MSSR system.

3.3.5 Deliverables of RADEAST/Phase 1

Deliverable 1L1: Technical Specification

The final Technical Specifications for the Larnaca Terminal Area Radar System were delivered in August 12, 1996.

3.3.6 Deliverables of RADEAST/Phase 2

Deliverable 1L2: Tender Evaluation Methodology and Framework

The deliverable will pertain to the commonly agreed EAS/CYTA/DCA Cyprus methodology and framework for the Larnaca TAR Tenders evaluation. Scoring methodology will be also included as agreed. It will be available by end of January 1997.

Deliverable 2L2: Tender Evaluation Report

3.3.7 Deliverables of RADEAST/Phase 3

Deliverable 1L3: Comments on the proposed Factory Acceptance Testing Specifications

Deliverable 2L3: O- Report on the Factory Acceptance Testing

Deliverable 3L3: Comments on the proposed Site Acceptance Testing Specifications

Deliverable 4L3: O- Report on the Site Acceptance Testing Campaign

Deliverable 5L3: O- Report on the Provisional Acceptance Testing Campaign

Deliverable 6L3: RASS Campaign Report

The deliverable is related with the RASS evaluation of the Larnaca TAR System. The deliverable will consist of the RASS Evaluation Report according to EUROCONTROL format, methodology and standards.

Deliverable 7L3: Operational Evaluation Manual

Deliverable 8L3: Operational Evaluation Plan (Optional)

Deliverable 9R3: Operational Evaluation Report (Optional)

The deliverable will contain a full description of the Operational evaluation for the Paphos MSSR System. It will record its events and findings, eventual recommendations, etc. The Report will be taken into account when drafting the Transition Plan.

Deliverable 10L3: Transition to Operations Plan

The CYPRO Project Team will develop in co-ordination with DCA Cyprus and CYTA, a transition plan to manage the transition to operations of the new Larnaca TAR system.

3.3.8 Deliverables of LEFCO/Phase 1

Deliverable 0N1: Detailed Workplan.

This Deliverable will cover all three phases of the Project and will consist of :

(i) Detailed Work Plan:

A complete identification of the content of each Task, including results and contributions to deliverables in the case of a revision of the workplan.

For each Task the Document will have the following form and structure:

TASK CODE:		TASK NAME:	
Starting Date	Ending Date	Duration (months)	Partners Involved

Inputs:

Standards, Recommendation, Deliverables from other Tasks etc.

Sub-tasks:

Breakdown of Main Task to sub-tasks

T1:.....

T2:.....

Code	Title	Starting Date (days rel. to start of Task)	Ending Date (days rel. to start of Task)	Effort Allocated (man-weeks)	Dependencies (subtask)

TOTAL EFFORT:

Outputs:

Deliverable(s) Code Name(s)

The above formal description/codification for each Task will be consolidated at the end by a Gantt Chart giving the overall picture of tasks/time scale relation. Progressive Project completion and resource consumption will be also illustrated.

The reasoning of putting this task within the framework of the Project itself and not in the Annex is because it requires considerable effort to be accomplished and this effort should be covered by the Special Agreement.

(ii) General Specification of Services:

This section will contain the services to be provided through or by the Detailed Workplan.

Deliverable 1N1: Technical Specification - First Draft

All the documents listed as deliverables of Task 4/1N will firstly appear in their draft form to be commonly reviewed by DCA Cyprus, CYTA and EAS.

Deliverable 2N 1: - Technical Specification - Final Version

This deliverable will constitute the final version of the LEFCO Technical Specification that it will be used by CYTA to launch the appropriate tender action.

3.3.9 Deliverables of LEFCO/Phase 2

Deliverable 1N2: Tender Evaluation Methodology and Framework

The deliverable will pertain to the commonly agreed EAS/CYTA/DCA Cyprus methodology and framework for the Tenders evaluation of LEFCO. Scoring methodology will be also included as agreed. It will be available by end of June 1997.

Deliverable 2N2: Tender Evaluation Report

3.3.10 Deliverables of LEFCO/Phase 3

Deliverable 1N3: -O- Report of the Audit Campaign

Deliverable 2N3: Comments on the proposed Factory Acceptance Testing Specifications

Deliverable 3N3: -O- Report on the Factory Acceptance Testing

Deliverable 4N3: Comments on the proposed Site Acceptance Testing Specifications

Deliverable 5N3: -O- Report on the Site Acceptance Testing Campaign

Deliverable 6N3: -O- Report on the Provisional Acceptance Testing Campaign

Deliverable 7N3: RASS Campaign Report

The deliverable is related with the RASS evaluation of the LEFCO System. The deliverable will consist of the RASS Evaluation Report according to EUROCONTROL format, methodology and standards.

Deliverable 8N3: Operational Evaluation Manual

Deliverable 9N3: Operational Evaluation Plan

Deliverable 10N3: Operational Evaluation Report

The deliverable will contain a full description of the Operational evaluation campaign for the LEFCO System. It will record its events and findings, eventual recommendations, etc. The Report will be taken into account when drafting the Transition Plan.

Deliverable 11N3: Transition to Operations Plan

The CYPRO Project Team will develop in co-ordination with DCA CYPRUS, a transition plan to manage the transition to operations of the new system. Issues like conditions to be fulfilled prior to transition (i.e. level of staff readiness, system technical release, etc.) will be addressed in this plan together with the actions and measures necessary to ensure a safe and orderly transition to operations in the new interim display system. The transfer of the newly acquired VCSS to the LEFCO consoles will be also part of this plan.

Deliverable 12N/L/R: CYPRO Project Inventory

Though the whole CYPRO Project normally ends with the expiring of the warrantee period of the last (i.e. LEFCO) system no 9, it is considered quite important to consolidate the whole work in one deliverable (composed by a number of volumes) by including material produced throughout the Project time (such as comments on Test Scripts, Test Acceptance Reports, etc.) life and thus forming a complete inventory and record of the overall CYPRO Project. This will form Deliverable CYPRO 12/R/L/N.

3.3.11 List of Deliverables

The Table below presents the list of Project Deliverables, with their code and their timing availability.

Table VII:

Coded list of Project Deliverables and their estimated availability.

	Deliverable name & code	Year of Availability					
		1996	1997	1998	1999	2000	2001
1	Detailed Workplan 0N1	X					
2	Deliverable 1R3:		X				
3	Deliverable 2R3: O-		X				
4	Deliverable 3R3:		X				
5	Deliverable 4R3: O-		X				
6	Deliverable 5R3: O-		X				
7	Deliverable 6R3:		X				
8	Deliverable 7R3:		X				
9	Deliverable 8R3: -O-		X				
10	Deliverable 9R3: -O-		X				
11	Deliverable 10R3		X				
12	Deliverable 1L2		X				
13	Deliverable 2L2		X				
14	Deliverable 1L3:			X			
15	Deliverable 2L3: O-			X			
17	Deliverable 3L3:			X			
18	Deliverable 4L3: O-				X		
19	Deliverable 5L3: O-				X		
20	Deliverable 6L3:				X		
21	Deliverable 7L3:				X		
22	Deliverable 8L3:				X		
23	Deliverable 9L3:				X		
24	Deliverable 10L3:					X	
25	Deliverable 1N1		X				
26	Deliverable 2N1		X				
27	Deliverable 1N2		X				
28	Deliverable 2N2			X			
29	Deliverable 1N3			X			
30	Deliverable 2N3				X		
31	Deliverable 3N3				X		
32	Deliverable 4N3				X		
33	Deliverable 5N3				X		
34	Deliverable 6N3					X	
35	Deliverable 7N3					X	
36	Deliverable 8N3					X	
37	Deliverable 9N3					X	
38	Deliverable 10N3					X	
39	Deliverable 11N3						X

40	Deliverable 12/R/L/N						X
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3.4 Project Milestones

During the time-life of the Project there will be a number of milestones where important events are scheduled to take place. The Table below gives a summary of these events, their code and their timing. The Table will be reviewed during the development of the Detailed Workplan.

Table VIII:
Project Milestones

Milestone Title	Review Code	Timing (months from Project start)
<i>Agreement on the Detailed Workplan</i>	M1	3
<i>Acceptance of LEFCO Technical Specification</i>	M2	6
<i>Delivery of RADEAST Tender Evaluation Report</i>	M3	7.5
<i>Transfer to Operations of the Paphos MSSR</i>	M4	9
<i>RADEAST Contract Signature</i>	M5	10
<i>Delivery of LEFCO Tender Evaluation Report</i>	M6	12
<i>LEFCO Contract Signature</i>	M7	15
<i>LEFCO DFS</i>	M8	19
<i>RADEAST Factory Acceptance</i>	M9	22
<i>RADEAST Site Acceptance</i>	M10	28
<i>LEFCO Factory Acceptance</i>	M11	31
<i>LEFCO Site Acceptance</i>	M12	38
<i>RADEAST Transfer to Operations</i>	M13	34
<i>LEFCO Operational Evaluation</i>	M14	42
<i>LEFCO Transfer to Operations</i>	M15	46
<i>Delivery of the consolidated CYPRO Documentation</i>	M16	48

3.5 Resource Planning

3.5.1 Effort and Cash Flow

The issue of effort and cash spending flow control is addressed in Annex 2 (Financial Part)

3.5.2 Planned Project Completion

For each reporting period, from the start of the project until the end, (after 48 months) the actual level of completion of the project will be recorded and be compared constantly with the planned one. Corrective measures will be taken when significant deviations are observed. The planned Project completion rate is given in Table IX. All possible effort has been taken into account in this Table, including optional tasks, auxiliary tasks and tasks related to phase 9. There is only a rough estimation for tasks belonging to ISS5 (RASS campaigns) Project. Table IX has to be distinguished from Table I of Annex 2 which gives emphasis to the estimation of the actual cost of the Project that to the overall effort.

Table IX:

Estimation of effort-time distribution and planned project completion.

Month s after start	Effort in m/weeks							TOTAL incl. Options	%	CUMU- LATIVE
	P1	P2		P3			ISS5 &			
	N	L	N	R	L	N	AUX. (P9)			
6	56	18	-	9	-	-	5	88	46.56	46.56
12	-	6	4	-	-	-	1	11	5.8	52.38
18	-	-	25	-	9	-	-	34	17.98	70.37
24	-	-	-	-	10	-	4	14	7.40	77.77
30	-	-	-	-	-	8	-	8	4.23	82.01
36	-	-	-	-	-	8	-	8	4.23	86.24
42	-	-	-	-	-	9	-	9	4.76	91.00
48	3 ¹	-	-	-	-	10	4	17	8.99	100
TOTAL	59	24	29	7	19	35	14	189	100	

(1) Task concerning Deliverable 12R/L/N (i.e. Project inventory)

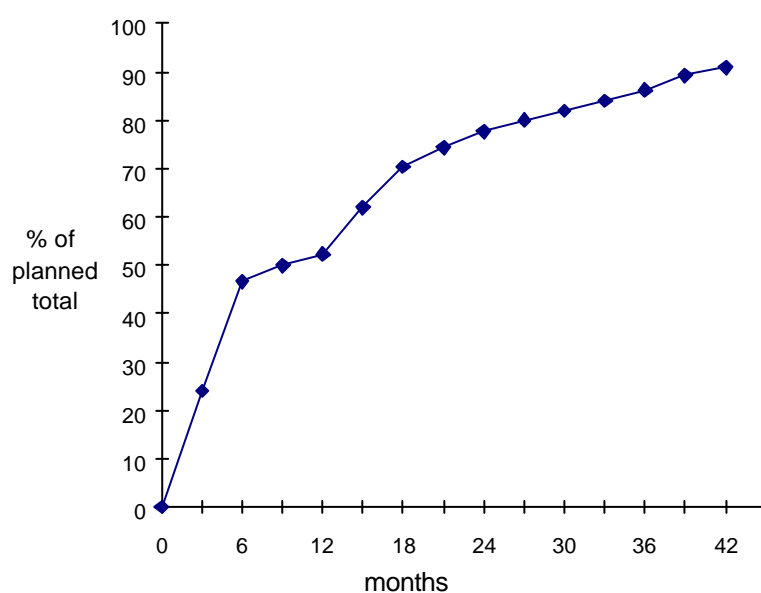


Fig. 1

Planned Project Completion with effort/cash flow extrapolated for trimesters.

The lack of smoothness observed in the completion curve of fig. 1, is due to the superimposition of the different projects that run in parallel.

3.6 Duration of Project and Starting Date

The formal Project duration shall be 5 years i.e. up to the delivery of the Project Inventory estimated for December 2001.

Starting Date: The Project is planned to start on the 1st, 1996, unless otherwise agreed by the contracting parties.

3.7 Modification of the Work Programme

As Article 7 of main part of the Agreement refers, the two parties involved have the right to commonly alter the time schedule and work programme.

Therefore the work programme and the delivery schedule set out in this Annex may be modified in consideration of results attained during its execution. This can be done by an exchange of letters between the Agency and the DCA Cyprus following arrangements of Article 7 of the main part of the Agreement.

4. SERVICE DESCRIPTION

4.1 Introduction - Objectives

The objectives of the Project is:

- to provide to the DCA Cyprus the necessary support and expertise in order to enable them to execute successfully the procurement, installation and commissioning of the component of the CYPRO Project.
- *if necessary* to provide the effort support and expertise required for a safely and orderly transfer to operations of the new system(s).
- to ensure in co-ordination with DCA Cyprus that the Cyprus CIP objectives (and consequently those of EATCHIP) will be covered in the set time schedule.

4.2 Subsidiary objectives

As a result of the CYPRO implementation, and its successful inauguration a number of subsidiary objectives can be also achieved by DCA Cyprus:

- medium and long term improvement of the Air Traffic Services in Cyprus FIR;
- expedite the air traffic flow and thus streamlining the expected increase in inbound and over-flying traffic;
- increase of the income from route charges through the improvement of services and expected traffic growth;
- develop the possibility to self-finance other ATM related activities;

4.3 Service configuration

The services to be offered (mainly advisory and as an effort that cannot be acquired in the long term by the DCA Cyprus for the CYPRO implementation time horizon), shall be stemming from the European Air Traffic Control Harmonisation and Integration Programme and be governed by its principles.

Furthermore the internal Quality Management and Control already in force within EUROCONTROL Advisory Services shall be applied throughout the Project to control services and deliverables.

The final product shall ensure through its timely implementation that Cyprus shall be fully in line with the rest of Europe as far its ATM System is concerned.

4.4 Alignment with ATM European/EUROCONTROL/International Standards

The CYPRO System, its operational configuration and exploitation shall be organised in accordance with the relevant international (e.g. ICAO) and European/EUROCONTROL Standards. A list of the standards that their application shall be ensured through the Project, shall be provided with the detailed Workplan in its part concerning the specification of services.

4.5 Value Added Factors and Benefits

A number of value-added factors shall be implemented and satisfied through the execution of the Project. These mainly are:

- transfer of know-how to DCA Cyprus and CYTA staff;
- increase of expertise through its planned and organised transfer;
- cost effective use of systems and tools and increase of effectiveness;
- streamline of cash flow from EIB and timely absorption;
- bolstering and sustaining traffic growth and thus supporting financial and, tourism activities;

5. CO-ORDINATION AND RELATIONSHIP WITH THE EUROPEAN AIR TRAFFIC CONTROL HARMONISATION & INTEGRATION PROGRAMME (EATCHIP).

5.1 General

The design and implementation of CYPRO shall take into account all objectives of EATCHIP and APATSI (the possibility to work during the time life of the Project on the aspect of “gate to gate solutions” is also foreseen) at the specified in the OOP complexity levels.

The ODS Project for MUAC will be also taken into account as it is already decided that Cyprus will benefit of this Project its products and developments.

Cyprus has developed in co-ordination with the Agency its own CIP objectives and therefore a close co-operation with the competent entities (i.e. DEI.2) will be maintained throughout the time life of the Project.

6. HUMAN RESOURCES: - DEFINITION & MANAGEMENT.

6.1 General

It is a sine qua non condition for the success of a Project to designate human resources with respective responsibilities. Therefore for each Project and each of its phases, human resources are assigned specific tasks nominally in groups of two. The lists below provide the relevant information and are also used for effort calculation. There is an extensive use of “*matrix organisation*” within the Agency. The human resources of the Project will be further detailed and defined during the development of the Detailed Workplan.

6.2 Composition of Project Teams

The composition of the Teams related to the various phases of the Project(s) is provided in the Tables below.

Table X:
Project Team composition for Phase 1 (N1) of LEPHCO Project

	Budgetary Code	Task or Domain	Team Members
	ISS3CY_N1PM	Project Management	T. Papavramides, W. Pieneman
	ISS3CY_N1PP	Preparatory Activities	T. Papavramides, W. Pieneman
	ISS3CY_N1PP	Project Assessment	T. Papavramides, W. Pieneman, V. Korfiatis
		Development of Det. Workplan	T. Papavramides, V. Korfiatis
		OOP Coordination	S. Parkin, W. Pieneman
		Documentation control	G. Meyer, V. Korfiatis
	ISS3CY_N1TS	Technical Specifications	
		System Spec. & Design	V. Korfiatis, W. Pieneman, S. Morton
		Radar Data Processing	M. Woods, T. Papavramides
		ODS	M. Fontaine, W. Pieneman
		Consoles design and Interfaces to VCCS	M. Fontaine, W. Pieneman, V. Korfiatis
		Flight Data Processing	BJ Orr, S. Morton
		Technical System Monitoring & Control System	M. Fontaine, S. Morton,
		Recording & Playback System	BJ. Orr, V. Korfiatis
		SIMULATOR	G. LeGallo(IANS), T. Papavramides,
		Inst. & Gen. Conditions	E. Francois, M. Heaven
		Sup. Equipment & Services	T. Talboom, E. Francois
		Project Management & Acceptance Testing	E. Francois, T. Papavramides

Table XI:
Project Team composition for Phase 2 (N2) of LEFCO Project

	Budgetary Code	Task or Domain	Team Members
1/N2	ISS3CY_N2PM	Project Management	T. Papavramides, W. Pieneman
2/N2	ISS3CY_N2TA	-O-Preparation for Tender Action	T. Papavramides, V. Korfiatis
3/N2	ISS3CY_N2TE	Tender Evaluation	<i>TBD during Detailed Workplan definition, but mainly a derivative of the Technical Specification Team.</i>
4/N2	ISS3CY_N2DF	Detailed Functional Specifications	<i>TBD during Detailed Workplan definition but mainly a derivative of the Tender Evaluation Team.</i>

Table XII:
Project Team composition for Phase 3 (N3) of LEFCO Project

	Budgetary Code	Task or Domain	Team Members
1/N3	ISS3CY_N3PM	Project Management	T. Papavramides, W. Pieneman
2/N3	ISS3CY_N3AU	-O- Audit	<i>TBD during Detailed Workplan definition</i>
3/N3	ISS3CY_N3FI	Factory Acceptance Testing	“
4/N3	ISS3CY_N3NA	Site Acceptance Testing	“
5/N3	ISS3CY_N3PA	Provisional Acceptance Testing	“
6/N3	ISS3CY_N3SE	System Evaluation	<i>RASS EVALUATION TEAM (led by R. Janssens)</i>
7/N3	ISS3CY_N3OE	Operational Evaluation	<i>TBD during Detailed Workplan definition</i>
8/N3	ISS3CY_N3SA	System Final Acceptance	“
9/N3	ISS3CY_N3TO	Transition to Operations	“

Table XIV :
Project Team composition for Phase 3 (R3) of RADWEST Project

	Budgetary Code	Task or Domain	Team Members
1/R3	ISS3CY_R3PM	Project Management	T. Papavramides, W. Pieneman
2/R3	ISS3CY_R3AU	-O- Audit	NA
3/R3	ISS3CY_R3FI	Factory Acceptance Testing	T. Talboom, T. Papavramides
4/R3	ISS3CY_R3NA	-O-Site Acceptance Testing	T. Talboom, T. Papavramides
5/R3	ISS3CY_R3PA	-O-Provisional Acceptance Testing	T. Talboom, T. Papavramides
6/R3	ISS3CY_R3SE	System Evaluation (RASS Tools)	<i>RASS Evaluation Team (led by R. Janssens)</i>
7/R3	ISS3CY_R3OE	-O-Operational Evaluation	W. Depouillon, J. Wade
8/R3	ISS3CY_R3SA	System Final Acceptance	T. Talboom, T. Papavramides
9/R3	ISS3CY_R3TO	Transition to Operations	W. Depouillon, J. Wade, T. Papavramides

Table XV:
Project Team composition for Phase 2 (L2) of RADEAST Project

	Budgetary Code	Task or Domain	Team Members
1/L2	ISS3CY_L2PM	Project Management	T. Papavramides, W. Pieneman
2/L2	ISS3CY_L2TA	Preparation for Tender Action	NA
3/L2	ISS3CY_L2TE	Tender Evaluation	T. Talboom, T. Papavramides, W. Depouillon, W. Pieneman
4/L2	ISS3CY_L2DF	Detailed Functional Specifications	T. Talboom, T. Papavramides, W. Depouillon, W. Pieneman

Table XVI:
Project Team composition for Phase 3 (L3) of RADEAST Project

	Budgetary Code	Task or Domain	Team Members
1/R3	ISS3CY_L3PM	Project Management	T. Papavramides, W. Pieneman
2/R3	ISS3CY_L3AU	-O- Audit	<i>TBD if required</i>
3/R3	ISS3CY_L3FI	Factory Acceptance Testing	T. Talboom, T. Papavramides
4/R3	ISS3CY_L3NA	-O-Site Acceptance Testing	T. Talboom, T. Papavramides
5/R3	ISS3CY_L3PA	-O-Provisional Acceptance Testing	T. Talboom, T. Papavramides
6/R3	ISS3CY_L3SE	System Evaluation	RASS Evaluation Team (led by R. Janssens)
7/R3	ISS3CY_L3OE	-O-Operational Evaluation	W. Depouillon, J. Wade
8/R3	ISS3CY_L3SA	System Final Acceptance	T. Talboom, T. Papavramides
9/R3	ISS3CY_L3TO	Transition to Operations	W. Depouillon, J. Wade, T. Papavramides

Table XVII:
Project Team composition for Phase 9 of CYPRO Project

	Budgetary Code	Task or Domain	Team Members
1/9	ISS3CY_N9TD	Training Advice	<i>IANS (TBD)</i>
2/9	ISS3CY_N9TD	Radar Data Links (RMCDE)	D. Doukas (DEI.2), T. Papavramides
3/9	ISS3CY_N9TD	Study on the availability of operational human resources and their replenishment	<i>IANS (TBD), HRD(TBD)</i>
4/9	ISS3CY_N9TD	Study on the availability of technical human resources and the manning of the new system(s).	<i>IANS (TBD), HRD(TBD)</i>

6.3 Project Co-ordination Team

The Project Co-ordination Team is defined as follows:

1. A. Papavramides : *Project Manager*
2. W. Pieneman : *Deputy Project Manager*
3. : *CYPRO Project Co-ordinator (CPC) for Cyprus.*
4. Gunter Meyer : *Project Quality (including Documentation) Control*
5. Pierre Vergauts : *Project Financial Interface to DF*

6.4 Project Steering Group

Decisions concerning the course of the Project, deviations from this Annex, delays etc. shall be made by the Project Steering Group composed by:

- Director EATCHIP Implementation acting as a chairman when meetings are taking place in Brussels,
- DCA Cyprus Senior representation (and his aids possibly including CYTA), acting as a chairman when meeting are taking place in Cyprus,
- DCA Cyprus CYPRO Project Co-ordinator
- Head of DEI.1/EAS, (eventually replacing DEI when not available)
- Agency's CYPRO Project Manager, and
- Agency's CYPRO Deputy Project Manager

6.5 Manpower management flexibility.

It has to be noted that as a matter of contingency both the DCA Cyprus and the Agency may alter the composition of the teams as a result of commonly agreed working arrangements.

7. PROJECT MANAGEMENT

7.1 General

This section defines the organisation and the procedures to be followed in order to monitor and manage the Project. It further defines the communication procedures to be used between the parties involved.

7.2 Project Organisation

The work shall be performed by effort available within EUROCONTROL according to the Task Allocation Table(s) (see para 6). These Table(s) will be further refined and become stable following the appraisal Phase and development of the Detailed Workplan.

- (i) The parties agree upon the designation of a Project Manager for EUROCONTROL who will be responsible for the execution and follow-up of the project.

The Project Manager will report to his Head of Division/EUROCONTROL, to DCA Cyprus and to CYTA designated persons

- (ii) A "CYPRO Project Co-ordination Team " (CPCT) is to be set up to deal with the tasks described in para. 7.3 (iii).

The CYPRO Project Co-ordination Team will consist of persons and entities as described in para. 6

7.3 Responsibilities

(i) The Project Manager is responsible for :

- the progress according to the Project plan;
- deciding on actions to be taken in order to avoid delays;
- discussing and resolving technical aspects of the Project;
- monitoring and controlling the Project costs;
- distributing information pertinent to the Project;
- communicating and reporting to the designated entities;
- liaising within the EUROCONTROL entities and DCA Cyprus for the benefit of the Project
- arranging all scheduled and ad-hoc meetings
- assigning and distributing tasks and responsibilities to the individuals of the CPT;
- summoning and consulting with the CPCT to resolve problems and/or difficulties
- authorising missions and relevant expenses

(ii) The Project Deputy Manager is responsible for :

- the co-ordination and scheduling of all Project tasks assigned to him;
- the punctual delivery of any contractual item in the Project;
- supervising the execution of quality control for services and deliverables
- supporting the Project Manager in controlling the Project costs;
- preparing Cost Summaries and Bimonthly Reports in co-operation with the project participants;
- reporting to the Project Manager about any problem and the progress of the work.
- replacing the Project Manager in his absence

(iii) The Cypro Project Co-ordination Team is responsible for :

- all matters pertaining to the orderly and timely execution of the Agreement and the Project herein.
- the availability of adequate task resources such as personnel, hardware, software, etc.;
- carry out all administrative work necessary to perform missions, periodical and ad-hoc reporting, etc.
- suggestion of changes to the workplan and of all changes that may affect the delivery of a contractual item to be submitted to the Beneficiary;
- technical co-ordination and collaboration with other relevant Projects and Programmes;
- making available within the Agency the resources necessary for the timely execution of this Agreement.

7.4 Reporting and communication

Reports and any communication with reference to the execution of this Project shall be made in writing and sent to the following addresses and recipients:

1. Communications in general shall be sent to the delegated representative of the Contracting Party namely the Executing Agency:

Department of Civil Aviation
to the attention of Mr....., Director General
.....
.....
Lefkosia CYPRUS
tel/fax: +357 2

2. Reports shall be sent to the following (one copy in English):

Mr.
Member of CYPRO Project Co-ordination Team
Ministry of

3. Submission of the invoices and other communications concerning payments shall be sent to:

Attn : Mr.

tel. :

- for technical supervision of the Agreement and receipt of technical reports

Attn : Mr.

tel. : +357 2.....

Cyprus will address the relevant to this agreement correspondence to:

A. Papavramides, EUROCONTROL/DEI.1

Rue de la Fusée 96,

1130 Brussels, Belgium

tel.: +322 729 30 35

fax: +322 729 90 64

e-mail: thanos.papavramides@eurocontrol.be

7.5 Missions

Missions shall be effected in the context of the Project execution and for the following purposes:

- to hold meetings (as categorised in the next paragraph). Some of these meeting can be held in Brussels EUROCONTROL offering their facilities for this purpose.
- to assist in Tender Evaluation for the CYPRO System components
- to assist in the Factory Acceptance Testing of the CYPRO System components
- to assist in the Site Acceptance Testing of the CYPRO System components
- to assist in the Operational Evaluation of the CYPRO System components
- to assist DCA Cyprus in Progress meetings with Contracting Parties
- to perform Project Management interfacing and co-operation with other Projects
- following a specific request (if effort is available) from DCA CYPRUS.

7.6 Meetings

Provision has been made in the planning for - at least - the following categories of meetings:

- DFS conclusive meetings
- Situation Assessment Meetings
- Workplan Synchronisation Meetings with DCA Cyprus/CYTA
- Project Progress review and co-ordination Meetings (every six months)
- Ad-hoc Meetings (if necessary)
- Resolution Meetings (if necessary)

The meetings shall be held according to the estimate and planning appearing in the financial tables of Annex 2.

7.7 Project Documentation

All Project documentation will be in English and besides its classic form (i.e. paper) it will be also reproduced in a suitable form in order to be exchanged through e-mail and other electronic means.

7.8 Internal Reporting and e-mailing

As Project participants shall be working in different locations, it is essential that each one is kept fully updated on the results of the work performed as an overall. This shall be achieved by distributing internal reports and by extensive use of e-mail communications.

7.9 Project Reporting

7.9.1 Periodic Reports and their Timing

In addition to any ad-hoc correspondence which may be necessary due to special circumstances, the following periodic reports shall be submitted to the Agency internal distribution (SDOE, DEI and involved Heads of Divisions):

a) Bimonthly Reports (BMR)

brief descriptions of activities started, activities completed, deviations from schedule, and problems encountered for the period under consideration. One is due for every period of 2 months from the start of the project.

b) Cost Summaries (CSM)

breakdown of all costs incurred for the period under consideration. One is due for every period of 3 months from the start of the project

It is recognised that the periodic reports may require some extra time, after the end of the due period.

Accordingly a 'period of grace' of 1 week is allowed for Bimonthly Reports, and 2 weeks for Cost Summaries, before these are considered late by the recipients.

Any eventuality to delay submission of a project deliverable will be notified to the designated persons (i.e. internally in the Agency and externally) and project co-ordinators (by means of a Bimonthly Report if appropriate) - in advance if at all possible. In the event of a late submission, an explanation / justification must be sent to the DCA Cyprus *project co-ordinator* as soon as possible.

7.9.2 Format and Content

The following information structure is proposed to appear on the cover page of the reports:

PROJECT NAME : CYPRO
CONTRACT NO. : [from contract]
PERIOD COVERED : dd/mm/yy to dd/mm/yy
DATE : dd/mm/yy [date of issue]
REPORT NO. : Bimonthly Report nn [start with 01]

Each BMR will also contain the following:

1. Relevant Tasks/Sub-tasks:
2. Project Meetings held:
3. Overview of the work performed in the period:
4. Problems identified:
5. Decisions taken:
6. Activities to be completed in the following 2 months:
7. Deviation from work plan:
8. Co-ordination with Standardisation bodies:
9. Next meetings:
10. Planned Progress:
11. Actual Progress:

The DCA Cyprus shall normally be informed about all steps taken to liaise when necessary with other bodies, Civil Aviation Administrations and similar Entities. *Section 8* of the BMR offers the appropriate opportunity to do this.

7.10 Procedures for Acceptance of Deliverables

The DCA Cyprus shall submit their observations on any deliverable within two weeks of receiving it. After the end of this period the deliverable is considered of being formally accepted.

The DCA Cyprus through their representatives reserve the right to review any deliverable at any time on or after delivery.

Review procedures are either formal (within two weeks of its delivery) or informal, as suggested necessary by the DCA Cyprus.

An informal review will require submission of the relevant documents to the Project Manager, at a scheduled time.

A formal review consists of a meeting of an eventual Review Panel with representatives of the Contracting parties; in this case the relevant documents must be circulated to the Review Panel at least seven working days, or ten days of elapsed time, in advance of the meeting.

8. DCA CYPRUS: DESCRIPTION OF RESPONSIBILITIES.

8.1 General

The paragraphs below specify the responsibility domain for DCA Cyprus.

8.2 Project Management Interfaces

Soon after the coming into effect of this Special Agreement, DCA Cyprus will appoint a CYPRO Project Co-ordinator (CPC). He will carry out the tasks of:

- receive and distribute all correspondence related to the Project
- keep update the external Project Interfaces about changes in persons and addresses
- co-ordinate and deliver accordingly all information and documentation relevant to the successful execution of the Project;
- make available (by acting through the DCA Cyprus structure) the human resources (either from DCA Cyprus or elsewhere) necessary for the timely progress of the Project
- ensure timely co-ordination between DCA Cyprus and CYTA

Furthermore the CPC will be member of the Project Co-ordination Team (see para. 6.3)

8.3 Availability of human resources

The DCA Cyprus after co-ordinating with CYTA will create a human resources pool corresponding to the one mentioned in para. 6 for the manning of the various teams concerning tasks of the Project (e.g. like teaming for Technical Specifications, Tender Evaluations Detailed Functional Specification and/or Contact Negotiation as well as for co-working in cases of Acceptance Testing, Operational Evaluations, Transitions, etc.

The information concerning the appointment of the teams shall be made available to all external (to DCA Cyprus) Project interfaces (i.e. the Agency, Contractors, etc.) through the CYPRO Project Co-ordinator.

8.4 Availability of *other* resources

All other resources reasonably justified and requested and/or considered necessary for the timely Project implementation shall be made available in due time. Related communication to the affected parties shall be released by the CPC. Any anticipated difficulty concerning the timely availability of *other* resources shall be communicated to the affected Project interfaces (with priority to the Project Management/EUROCONTROL) and remedy action shall be taken to avoid or minimise delays.

8.5 Mailing Addresses

Within one month from the approval of this Agreement the DCA Cyprus will make available the necessary mailing addresses for sending report according to paragraph 7.4 of this Annex.

Bimonthly Progress Report Form

COUNTRY : CYPRUS
PROJECT CYPRO

BI-MONTHLY PROGRESS REPORT No. nn

Period: From: dd/mm/yy To: dd/mm/yy

Task/Sub-task Code No: __

- 1. Title:**
- 2. Parties involved:**
- 3. Overview of the work performed in the period:**
- 4. Problems identified:**
- 5. Decisions taken:**
- 6. Missions (in man-days):**

Planned	Effectuated	Planned for the next 2 months

- 7. Activities to be completed in the following 2 months :**
- 8. Deviation from the work plan:**
- 9. Internal co-ordination/matrix organisation:**
- 10. Inputs needed from:**
- 11. Scheduled deadlines:**
- 12. Final milestone or deliverable:**
- 13. Actual Progress:**
 - Incremental task completion:
 - Cumulative task completion:
- 14. Planned man-months (weeks):**
- 15. Man-months spent:**
 - Incremental effort spent*:
 - Cumulative effort spent:

*since last BMR



EUROCONTROL



DEPARTMENT OF CIVIL AVIATION
CYPRUS

AGREEMENT

BETWEEN EUROCONTROL AND THE DEPARTMENT OF CIVIL AVIATION, CYPRUS, FOR THE PROVISION OF ADVISORY SERVICES RELATING TO THE CYPRO PROJECT

ANNEX 2

FINANCIAL PART

November 1996

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1. Summary & Analysis of Project Cost and conditions for calculation

1.1 General

ANNEX 2 provides the analysis of the Project cost in all of its phases. The conditions for cost estimation are the following:

A man/week contains 37.5 hours and as an average hourly cost we use the mean approximation (following an internal formula) of an A6 grade hourly cost. At the time of elaborating this ANNEX this approximation was 2,362.5 BEF.

Phases 1 and 2 are not charged to the member state and the same is done for ISS5 tasks (ie. RASS-S or C campaigns). The ISS5 activities cost will be provided in a separate budget as the cost of the RASS campaigns that will be effected in the context of workpackages specified in ANNEX 1.

The summary below provides the Project cost estimation that will be charged to DCA Cyprus. This estimation is divided in effort cost and mission cost.

The existance of optional tasks means that the actual cost would probably be lesser.

1.2 Summary

The overall cost of the CYPRO Project is summarised below. The detailed analysis of the cost and its flow is provided in the next paragraphs and related tables.

**EUROCONTROL
PAR/EFA**

28/11/1996

COST ESTIMATE FOR CYPRUS

(in ECU)

Member State

Personnel	123,912
Missions	90,914
	<hr/>
TOTAL	<u>214,826</u>

1.3 Summary of the effort cost

As necessary the effort cost estimation includes also effort that is spend during missions.

Period : 63 man/week at 37,5 hours = 2,362.5 hours

Service : Headquarters

Without internal taxes (member State)

ECU valid for the year 1996

1 ECU = FB

38.2666

GRADE	TIME & HOURLY COSTS	FB	ECU
A6	2,362.5 hours at 2,007.06	4,741,679.3	123,912
	Total costs :	4,741,679.3	123,912

Forecast
08/11/96

1.4 Summary of missions cost

in Belgian francs					
PLACE	TRANSPORT	ALLOWANCE	NUMBER	TOTAL	TOTAL ECU
NICOSIA	70,000		35	2,450,000	64,024.5
NICOSIA		1,880	175	329,000	8,597.6
HOTEL		4,000	175	700,000	18,293.0
Total costs :				1031,45	90,914

Forecast 08/11/96

2. Analysis of Project Cost and its distribution in time

2.1 General

Furthermore the cost of the Project is analysed below following the task decomposition and work breakdown in the Project planning.

Tables for each subproject provide the necessary analysis of the planned effort with reference to the corresponding budgetary code (EFAS).

This analysis was performed to verify the summary cost calculations and to further control cost and effort spending within the Agency.

2.2 Distribution of cost/effort in time

Table I provides effort and cash spending flow with relation to Project completion (in semesters). For estimating the actual cost under the Agency's Budget Code 444.105, cost for Tasks of Phase 9 and Project ISS5 (Evaluation of Radar with RASS Tools) was not taken into account. Therefore this Table is different from Table IX of Annex 1.

Table I: Estimation of effort and cash spending as a function of time

EFFORT & CASH FLOW IN SEMESTRES

months from start	Effort in man/weeks							Total m/w	%	CUMULATIVE %	Cash flow (ECU)		
	P1	P2		P3			P9				Estimated Total Cost	Cost P3	CUMULATIVE P3
	N	L	N	R	L	N							
6	56	18	-	9	-	-	5	83	47.43	47.43	271664	30689	30689
12	-	6	4	-	-	-	1	10	5.714	53.14	32731	0	30805
18	-	-	25	-	9	-	-	34	19.43	72.57	111284	30689	61494
24	-	-	-	-	10	-	4	10	5.714	78.29	32731	34099	95594
30	-	-	-	-	-	8	-	8	4.571	82.86	26184	27279	122873
36	-	-	-	-	-	8	-	8	4.571	87.43	26184	27279	150153
42	-	-	-	-	-	9	-	9	5.143	92.57	29458	30689	180842
48	3	-	-	-	-	10	4	13	7.429	100.00	42550	34099	214942
TOTAL	59	24	29	9	19	35		175	100		572,785	214,826	

Total cost of phase 3 for LEFCO:	(N3)	120,791 ECU
Total cost of phase 3 for RADEAST:	(L3)	65,943 ECU
Total cost of phase 3 for RADWEST:	(R3)	28,092 ECU
Total for phase 3		214,826 ECU
Total cost of phase 1 for LEFCO:	(N1)	186179 ECU
Total cost of phase 2 for LEFCO:	(N2)	93405 ECU
Total cost of phase 2 for RADEAST:	(L2)	78375 ECU

2.3 Analysis of cost/effort by sub-project

Furthermore the cost of the Project is analysed below following the task decomposition by sub-project (ie. LEFCO, RADEAST and RADWEST) and their subdivision in their respective phases.

Project LEFCO Phase 1 (N1)

	LEFCO N1 Task Name	Budgetary Code	Effort required m/w	Missions m/w	Total Effort required m/w
1/N 1	Project Management	ISS3CY_N1PM	6	7	13
2/N 1	Preparatory Activities	ISS3CY_N1PP	1	1	2
3/N 1	Project Assessment	ISS3CY_N1PP	1	1	2
	Development of Det. Workplan		2	1	3
	OOP Co-ordination		2		2
	Documentation Control		1	1	2
4/N 1	Technical Specifications	ISS3CY_N1TS			
	System Requirements		1	1	2
	Radar Data Processing		2	2	4
	ODS		4	4	8
	Consdesign & interfaces to VCCS		1	1	2
	Flight Data Processing		2	2	4
	Tech. Monitoring & Control		1	1	2
	Recording & Playback System		1	1	2
	SIMULATOR		2	2	4
	Installation & Gen Conditions		1		1
	SES		2	1	3

Project Management & Acc. Testing		2	1	3
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			Effort	Mission	Total	Hourly rate	Hours per week	Total BEF	TOTAL XEU
	TOTAL MAN/WEEKS		32	27	59	2007.06	37.5	4440620	116044.3

Mission Expenses

										TOTAL XEU(2)	70,134
Tasks	Destination	Days	Daily allowance	Daily allowance/ Mission/ Person	Traveling exp/ mission/ person	Total costs per Mission	Pers.	No. of Mission	TOTAL FB	Total ECU	
All Tasks	Default destination ie. Nicosia	5	5,880	29400	70,000	99400	1	27	2683800	70134	

TOTAL COST FOR N1
186,179 XEU

Phase 2 (N2)

LEFCO N2										
	Task Name	Budgetary Code	Part. Names N/A	Effort required m/w	Missions m/w	Total Effort required m/w	Hourly cost for A6	Hours per week	Cost in BEF	Cost in XEU
1/N 2	Project Management	ISS3CY_N2PM		2	2	4				

2/N	Preparation for Tender Action	ISS3CY_N2TA		1		1				
2										
3/N	Tender Evaluation	ISS3CY_N2TE		10	8	18				
2										
4/N	Detailed Functional Specifications	ISS3CY_N2DF		2	4	6				
2										
	TOTAL MAN/WEEKS			15	14	29	2007.06	37.5	2182678	57038.72

Mission Expenses

										TOTAL 36,366 XEU(2)	
	Tasks	Destination	Days	Daily allowance	Daily allowance/ Mission/ Person	Traveling exp/ mission/ person	Total costs per Mission	Pers.	No. of Mission	TOTAL FB	Total ECU
	All Tasks	Default destination ie. Nicosia	5	5,880	29400	70,000	99400	1	14	1391600	36366

**TOTAL COST FOR N2
93,405 XEU**

Phase 3 (N3)

LEFCO N3

	Task Name	Budgetary Code	Effort required m/w	Missions m/w	Total Effort required m/w	Hourly cost for A6	Hours per week	Cost in BEF	Cost in XEU
1/N3	Project Management	ISS3CY_L3PM	10	6	16				
2/R3	O- Audit	ISS3CY_L3AU			0				
3/R3	Factory Acceptance Testing	ISS3CY_L3FI	1	3	4				
4/R3	O-Site Acceptance Testing	ISS3CY_L3NA	1	3	4				

5/R3	O-Provisional Acceptance Testing	ISS3CY_R3PA			0				
6/R3	System Evaluation (RASS Tolls)	ISS3CY_R3SE			0				
7/R3	O-Operational Evaluation	ISS3CY_R3OE	1	4	5				
8/R3	System Final Acceptance	ISS3CY_R3SA	1	1	2				
9/R3	Transition to Operations	ISS3CY_R3TO	1	3	4				
	TOTAL MAN/WEEKS		15	20	35	2007.06	37.5	2634266	68839.83

Mission Expenses

										TOTAL 51,951 XEU(2)	
	Tasks	Destination	Days	Daily allowance	Daily allowance/ Mission/ Person	Traveling exp/ mission/ person	Total costs per Mission	Pers.	No. of Mission	TOTAL FB	Total ECU
	All Tasks	Default destination ie. Nicosia	5	5,880	29400	70,000	99400	1	20	1988000	51951

**TOTAL COST FOR N3
120,791 XEU**

**Project RADEAST
Phase 2 (L2)**

RADEAST L2

	Task Name	Budgetary Code	Effort required m/w	Missions m/w	Total Effort required m/w	Hourly cost for A6	Hours per week	Cost in BEF	Cost in XEU

1/L2	Project Management	ISS3CYL2PM	2	2	4					
2/L2	Preparation for Tender Action	ISS3CYL2TA			0					
3/L2	Tender Evaluation	ISS3CYL2TE	8	8	16					
4/L2	Detailed Functional Spec.	ISS3CYL2DF	2	2	4					
	TOTAL MAN/WEEKS		12	12	24	2007.06	37.5	1806354	47204.46	

Mission Expenses

										TOTAL 31,171 XEU(2)	
	Tasks	Destination	Days	Daily allowance	Daily allowance/ Mission/ Person	Traveling exp/ mission/ person	Total costs per Mission	Pers.	No. of Mission	TOTAL FB	Total ECU
	All Tasks	Default destination ie. Nicosia	5	5,880	29400	70,000	99400	1	12	1192800	31171

**TOTAL COST FOR L2
78,375 XEU**

Phase 3 (L3)

RADEAST L3

	Task Name	Budgetary Code	Effort required m/w	Missions m/w	Total Effort required m/w	Hourly cost for A6	Hours per week	Cost in BEF	Cost in XEU
1/L3	Project Management	ISS3CY_L3PM	2	4	6				
2/L3	O- Audit	ISS3CY_L3AU			0				
3/L3	Factory Acceptance Testing	ISS3CY_L3FI	1	1	2				
4/L3	O-Site Acceptance Testing	ISS3CY_L3NA	1	1	2				
5/L3	O-Provisional Acceptance Testing	ISS3CY_L3PA	1	1	2				
6/L3	System Evaluation (RASS Tolls)	ISS3CY_RLSE			0				

7/L3	O-Operational Evaluation	ISS3CY_L3OE	1	3	4				
8/L3	System Final Acceptance	ISS3CY_L3SA	1		1				
9/L3	Transition to Operations	ISS3CY_L3TO	1	1	2				
	TOTAL MAN/WEEKS		8	11	19	2007.06	37.5	1430030	37370.19

Mission Expenses

										TOTAL 28,573 XEU(2)	
	Tasks	Destination	Days	Daily allowance	Daily allowance/ Mission/ Person	Traveling exp/ mission/ person	Total costs per Mission	Pers.	No. of Mission	TOTAL FB	Total ECU
	All Tasks	Default destination ie. Nicosia	5	5,880	29400	70,000	99400	1	11	1093400	28573

TOTAL COST FOR L3 65,943 XEU

**Project RADWEST
Phase 3 (R3)**

RADWEST R3

	Task Name	Budgetary Code	Effort required m/w	Missions m/w	Total Effort required m/w	Hourly cost for A6	Hours per week	Cost in BEF	Cost in XEU
1/R3	Project Management	ISS3CY_R3PM	1	1	2				
2/R3	O- Audit	ISS3CY_R3AU							
3/R3	Factory Acceptance Testing	ISS3CY_R3FI	1	1	2				

4/R3	O-Site Acceptance Testing	ISS3CY_R3NA	1	1	2				
5/R3	O-Provisional Acceptance Testing	ISS3CY_R3PA							
6/R3	System Evaluation (RASS Tolls)	ISS3CY_R3SE							
7/R3	O-Operational Evaluation	ISS3CY_R3OE			0				
8/R3	System Final Acceptance	ISS3CY_R3SA	1		1				
9/R3	Transition to Operations	ISS3CY_R3TO	1	1	2				
TOTAL MAN/WEEKS			5	4	9	2007.06	37.5	677382.8	17701.67

Mission Expenses

										TOTAL 10,390 XEU(2)	
	Tasks	Destination	Days	Daily allowance	Daily allowance/ Mission/ Person	Traveling exp/ mission/ person	Total costs per Mission	Pers.	No. of Mission	TOTAL FB	Total ECU
	All Tasks	Default destination ie. Nicosia	5	5,880	29400	70,000	99400	1	4	397600	10390

**TOTAL COST FOR R3
28,092 XEU**