

# **D1.1 Project Quality Handbook**

27/01/2025

Barbara Mantelli<sup>1</sup>, Andree Cappellari<sup>2</sup>, Andrea Battisti<sup>2</sup>

<sup>1</sup>University of Padova, International Research Office (Italy); <sup>2</sup>University of Padova, Department of Agronomy, Food, Natural Resources, Animals and Environment (Italy)





#### Prepared under contract from the European Research Executive Agency

Grant agreement No. 101134200

EU Horizon Europe Research and Innovation Action

Project acronym: FORSAID

Project full title: Forest surveillance with artificial intelligence and digital

technologies

Project duration: 01.09.2024 – 28.02.2028 (42 months)

Project coordinator: Andrea Battisti, University of Padua (UNIPD)

Call: HORIZON-CL6-2023-GOVERNANCE-01-16

Deliverable title: Project Quality Handbook

Deliverable n°: D1.1
WP responsible: WP1

Nature of the deliverable:

**Document** 

Dissemination level: Public Lead partner: UNIPD

Recommended

Mantelli, B., Cappellari, A. & Battisti, A. (2025). Project Quality

Handbook. FORSAID project deliverable D1.1.

Due date of deliverable:

citation:

Month 6

Actual submission

Month 6

date:

#### Deliverable status:

Version	Status	Date	Author(s)
1.0	Draft	28 November	Barbara Mantelli, Andree Cappellari,
4	\ ) ·	2024	Andrea Battisti (UNIPD)
1.1	Review	13 December	Teodor Metodiev (PENSOFT), Manuela
		2024	Branco (ISA)
2.0	Final	27 January 2025	Barbara Mantelli, Andree Cappellari, Andrea Battisti (UNIPD)

## D1.1 Project Quality Handbook



## Table of contents

K	ev take	eaway messages	4
	•	y	
		bbreviations	
1		sortium bodies: structure and responsibilities	
	1.1	Project Coordinator	
	1.2	Project Management Team	6
	1.3	General Assembly	
	1.4	Executive Committee	8
	1.5	Work Package leaders and co-leaders	8
	1.6	Task leaders and Research Actions	9
	1.7	Ethics advisor	
	1.8	Committee of Stakeholders	
	1.9	Advisory Board	12
2	Data	a storage	13
3		rnal communication and meetings	
4	Exte	ernal communication	13
	4.1	Visual identity, website and social media	13
	4.2	Funding acknowledgement	
5	Deli	verables and reporting	15
	5.1	File naming	15
	5.2	Internal review procedures and deadlines for deliverables	
6	Res	earch integrity	15
	6.1	Basic principles	15
	6.2	Research misconduct	16
7	Ann	ex	17
	7.1	Annex 1	17



## Key takeaway messages

- This deliverable establishes standardized management and administrative procedures to ensure effective collaboration, high-quality deliverables, and successful project implementation.
- Clear roles and responsibilities are defined for Consortium bodies. Each body has specific tasks, such as strategic direction, operational management, and ethics oversight.
- A structured internal and external communication system ensures transparency and smooth operation.
- Tools like a dedicated website, standardized templates, and mailing lists facilitate collaboration.
- Research integrity principles, aligned with the European Code of Conduct, underpin all project activities.

## Summary

The FORSAID Project Quality Handbook aims to establish common management and administrative internal procedures to ensure smooth and effective collaboration among partners for the successful implementation of the project and the timely delivery of high-quality results. This deliverable comprises:

- A description of the Consortium main bodies, their functions and decision-making process.
- WPs structure, tasks and responsibilities.
- Management of deliverables and internal procedures to assure their quality.
- Internal and external communications.
- Management of issues and risks.
- · Reporting activity to the EU Commission.
- Research integrity.

#### List of abbreviations

AB: Advisory Board

CoS: Committee of Stakeholders

EU: European Union

ExCom: Executive Committee

GA: General Assembly PC: Project Coordinator

PMT: Project Management Team

RA: Research Action WP: Work Package



## 1 Consortium bodies: structure and responsibilities

The FORSAID consortium is composed of seventeen partners from ten European countries (Table 1). The composition of all project governance and facilitation bodies will be guided to achieve gender equality.

**Table 1: The FORSAID consortium.** 

Institution (short)	tion (short) Institution		PI	Country
UNIPD	University of Padova	Coordinator	Andrea Battisti	Italy
CNR	National Research Council	Beneficiary	Alberto Santini	Italy
EFOS	Environment and food safety solutions and services	Beneficiary	Boštjan Božič	Slovenia
EPPO	European and Mediterranean Plant Protection Organization	Beneficiary	Olga Lavrentjeva	France
IEFC	European Institute of Planted Forest	Beneficiary	Christophe Orazio	France
INIAV	National Institute for Agrarian and Veterinarian Research	Beneficiary	Helena Bragança	Portugal
INRAE	National Research Institute for Agriculture, Food and the Environment	Beneficiary	Hervé Jactel	France
ISA	University of Lisbon	Beneficiary	Manuela Branco	Portugal
KIT Karlsruhe Institute of Technolo		Beneficiary	Christian Pylatiuk	Germany
LNU Linnaeus University Växjö		Beneficiary	Johanna Witzell	Sweden
MfN	Natural History Museum Berlin	Beneficiary	Rudolf Meier	Germany
PENSOFT	Pensoft Publishers	Beneficiary	Lyubomir Penev	Bulgaria
SFI	Slovenian Forestry Institute	Beneficiary	Maarten De Groot	Slovenia
TPZF	Telespazio France SAS	Beneficiary	Jean-Charles Samalens	France
UCPH University of Copenhagen		Beneficiary	Rasmus Fensholt	Denmark
UNFU Ukrainian National Forestry University		Beneficiary	Iryna Matsiakh	Ukraine
WSL	Swiss Federal Institute for Forest, Snow and Landscape	Associated Partner	Eckehard Brockerhoff	Switzerland



FORSAID has identified the following key bodies and actors involved in the management, execution, and review of the project:

- Project Coordinator (PC).
- Project Management Team (PMT).
- General Assembly (GA).
- Executive Committee (ExCom).
- Work Package (WP) leaders and co-leaders.
- Task leaders.
- Ethics advisor.
- Committee of Stakeholders (CoS).
- Advisory Board (AB).

### 1.1 Project Coordinator

Andrea Battisti (UNIPD) is the Project Coordinator (PC). The PC has the same rights as the other beneficiaries but is subject to additional responsibilities according to the Grant Agreement. The PC will ensure smooth collaboration among the management bodies, individual partners, and individual Work Packages (WPs) to achieve the contractual results of FORSAID, and specifically, the PC will:

- Monitor the proper implementation of the Actions.
- Act as the intermediary for all communication between the consortium and the granting authority.
- Distribute payments received from the granting authority to the beneficiaries.
- Submit deliverables and reports to the granting authority.
- Organise internal meetings and act as the chair.

### 1.2 Project Management Team

The Project Management Team (PMT) comprises staff members of the administrative office of UNIPD, both at the centralised level (International Research Office) and decentralised level (Department of Agronomy, Food, Natural Resources, Animals and Environment – DAFNAE) (Table 2). The PMT brings extensive expertise in the management of EU-funded collaborative projects since the Seventh framework programme of the European Community (FP7). The PMT operational roles include:

- Daily management of the administrative, contractual, legal, financial, audit certificates and other non-technical aspects of the project.
- Coordination, collection, collation, and submission of deliverables, milestones, periodic reports, and cost statements to the European Commission on time.
- Receiving the European financial contribution and being responsible for its distribution.
- Organise on behalf of PC scheduled meetings and take minutes.
- Providing guidance on administrative and financial matters.



Table 2: PMT members.

Name	UNIPD office/department
Andrea Bavaresco	International Research Office
Andree Cappellari (Project Manager)	DAFNAE
Laura Drigo	International Research Office
Gianluca Graci	DAFNAE
Barbara Mantelli	International Research Office

## 1.3 General Assembly

The General Assembly (GA) is chaired by the PC and is composed of one representative per partner (Table 3), each having one vote for decision-making. The GA is responsible for the strategic and political orientation of the project, including:

- Overall direction of all activities and research, training, management and re-orientation whenever necessary.
- Budget revision.
- Incorporation of new contractors.
- Measures towards defaulting partners.

Decisions are taken by a two-thirds majority of all members of the GA. If consensus cannot be reached, the PC has the deciding vote.

Table 3: Representatives of the GA.

Institution (short)	Representative
UNIPD	Andrea Battisti
CNR	Alberto Santini
EFOS	Boštjan Božič
EPPO	Olga Lavrentjeva
IEFC	Christophe Orazio
INIAV	Helena Bragança
INRAE	Hervé Jactel
ISA	Manuela Branco
KIT	Christian Pylatiuk
LNU	Johanna Witzell
MfN	Rudolf Meier
PENSOFT	Teodor Metodiev
SFI	Maarten De Groot
TPZF	Jean-Charles Samalens



UCPH	Rasmus Fensholt
UNFU	Iryna Matsiakh
WSL	Eckehard Brockerhoff

#### 1.4 Executive Committee

The Executive Committee (ExCom) is the decision-implementing body of the project. It is composed of the six WP leaders and chaired by the PC (Table 4). The ExCom is responsible for the operational management of all the activities of the project, and in particular, it will:

- Ensure that decisions are properly implemented.
- Prepare decisions for GA for approval (e.g., change in activities, budget allocation).

To streamline governance, the ExCom will also function as the Intellectual Property and Dissemination Committee (IPUDC), advising on the management of knowledge, intellectual property and other innovation-related activities arising in the project. The IPUDC will also monitor the implementation of the principles governing intellectual property rights set up by the Consortium Agreement.

Table 4: ExCom members (WP leaders).

WP	WP title	WP leader	Institution (short)	Start-end month
1	Project management and coordination	Andrea Battisti	UNIPD	M1-42
2	Remote sensing of forest damage	Frédéric Frappart	INRAE	M1-42
3	Ground detection and surveillance of regulated pests	Manuela Branco	ISA	M1-42
4	Citizen science	Maarten De Groot	SFI	M1-42
5	Deployment strategy with stakeholders	Hervé Jactel	INRAE	M1-42
6	Communication, dissemination and exploitation	Teodor Metodiev	PENSOFT	M1-42

## 1.5 Work Package leaders and co-leaders

Work Package (WP) leaders are responsible for implementing the main activities of the FORSAID project. The WP leaders coincide with the members of the ExCom (Table 4). Key responsibilities include:

- Detailed activity planning.
- Task allocation to team members alongside facilitating timely communication between the task leaders.
- Progress monitoring including overseeing the risk management for all tasks within the WP.
- Accounting for the production and quality of deliverables, ensuring these align with the established standards described in the Project Quality Handbook and that the deadlines are met.



• Ensuring timely communication with the PC and other WP leaders.

For scientific WPs (WP2, WP3, WP4, WP5), the work of the WP leaders will be supported by co-WP leaders, *i.e.*, early-career scientists from different backgrounds (Table 5). The co-WP leaders will also be invited to attend the ExCom meetings whenever the ExCom considers it useful.

Table 5: Co-WP leaders.

WP	Co-WP leader	Institution (short)
2	Davide Nardi	UNIPD
3	Daniel Knapp	LNU
4	Alessia Pepori	CNR
5	Benoît De Guerry	IEFC

### 1.6 Task leaders and Research Actions

Task leaders are responsible for tasks within WPs (Table 6). Their main responsibilities include:

- Developing detailed task plans, including timelines, resources, and methodologies.
- Coordinating the Research Actions (RAs) associated with the task, and overseeing the work of team members involved.
- Providing regular updates on task progress to the WP leader and PC.
- Identifying and addressing any issues that arise during task implementation, possibly providing contingency measures.
- Ensuring timely delivery of specific outputs associated with the task.

Table 6: Task leaders.

WP	Task title	Task leader	Institution (short)
	T1.1 Strategic steering	Andrea Battisti	UNIPD
	T1.2 Scientific supervision and project monitoring	Hervé Jactel	INRAE
1	T1.3 Administrative and financial management of the consortium	Andrea Battisti	UNIPD
	T1.4 Management of intellectual property rights	Manuela Branco	ISA
	T2.1 Satellite remote sensing of forest damage at the European scale	Rasmus Fensholt	UCPH
2	T2.2 Aerial remote sensing of tree damage at regional scale	Jean-Charles Samalens	TPZF
	T2.3 Proximal remote sensing of young tree damage in confined environments and nurseries	Johanna Witzell	LNU
3	T3.1 Automated trapping devices	Boštjan Božič	EFOS



	T3.2 Robot sorting coupled with advanced image	Christian Pylatiuk	KIT
	T3.3 Automated metabarcoding procedures	Eckehard Brockerhoff	WSL
4	T4.1 Validate and use opportunistic citizen data from crowd-sourced online platforms and technologies	Johanna Witzell	LNU
	T4.2 Development of tailor-made CS projects	Bastien Castagneyrol	INRAE
	T5.1 Barriers and opportunities for stakeholder adoption of new digital technologies for forest pest monitoring	Christophe Orazio	IEFC
5	T5.2 Cost-benefit analysis of digital solutions for the detection and surveillance of regulated forest pests and pathogens	Pedro Reis	INIAV
	T5.3 Multicriteria analysis for decision-making and deployment strategy of operational solutions for monitoring regulated pests	Hervé Jactel	INRAE
	T6.1 FORSAID's branding and website	Teodor Metodiev	PENSOFT
6	T6.2 Establish and implement Plans for Exploitation, Dissemination and Communication of	Teodor Metodiev	PENSOFT
	T6.3 Multi-stakeholder outreach and knowledge exchange	Teodor Metodiev	PENSOFT
	T6.4 Synergies with forest management projects, networks and initiatives	Teodor Metodiev	PENSOFT

RAs will serve as the framework for carrying out project work. Each RA will initially include a concise state-of-the-art review, materials and methods with a section on the contributors, a timeline for the experiments, expected results, and main references. As the work progresses, the RA documents will be adjusted and enriched with results and discussion. Typically, an initial RA will be 2-3 pages long, and it could reach several pages in its final version.

RAs will be used as a reference to produce deliverables, project reports, and scientific papers. Contributors to the RAs will be invited to co-author the resulting publications, if interested. A RA book will be produced by Month 6 of the project and updated regularly. This book will collect all the RAs developed at that time and it will be accessible to the partners in the restricted-access section of the FORSAID website. Any proposed changes to a RA must be agreed upon by the Task and WP leaders and approved by the ExCom. A preliminary list of RAs is provided in Annex 1.

### 1.7 Ethics advisor

The ethics advisor is Maarten de Groot (SFI). The ethics advisor will:

- Provide guidance on ethics issues.
- Keep a report on the activities on file.
- Address potential ethical issues, including activities which will involve human participants (e.g., citizen science and stakeholder engagement activities), the use of Artificial Intelligence, and the monitoring of environmental impacts of research activities.



### 1.8 Committee of Stakeholders

The Committee of Stakeholders (CoS) consists of representatives from national organisations, both public and private, with an interest in forest health (Table 7). The CoS will:

- Provide recommendations on the awareness, advocacy, and implementation of innovative digital technologies for managing pests.
- Help establish networks for rapid communication and sharing of new findings with stakeholders.
- Collaborate in developing practical and effective guidelines for the monitoring of regulated pests.

The CoS will liaise with the ExCom. Its secretariat is provided by the IEFC, and a chairperson will be elected in the first meeting.

**Table 7: Preliminary CoS.** 

Country	Category	Responsible person	Institution
Bulgaria	Nursery	Margarita Georgieva	Bulgarian Academy of Sciences
Bulgaria	Other	Miglena Zhiyanski	Forest Research Institute
Bulgaria	Forest Manager	Nikolay Vasilev	Ministry of Agriculture and Food
Bulgaria	NPPO	Olia Karadjova Evtimova	Bulgarian Food Safety Agency
Denmark	NPPO	Joergen Soegaard	Danish Agricultural Agency
Denmark	Forest Manager	Kristian Gernow	Skovdyrkerne, Danish Forestry Association
Denmark	Forest product exportation	Laura Jordans	Dalgas
Denmark	NPPO	Pernille Karlog	Environment Protection Agency
France	Nursery	Guillaume de Colombel	Company Naudet Nursery
France	NPPO	Morgane Goudet	Forest Health Department
France	Other	Roland de Lary	National Centre Forest Owners
France	Forest Manager	Vincent Boulanger	National Forest Office
Germany	NPPO	Bettina Beerbaum	Federal Ministry for Food and Agriculture (IPPC Official Contact point)
Italy	Forest Manager	Alessandro Andriolo	Forest Service
Italy	NPPO	Bruno Faraglia	Phytosanitary Service Head
Italy	Nursery	Leonardo Capitanio	Tree nurseries
Portugal	Nursery	Miguel Ferrinho	Aliança Florestal, The Navigator Company
Portugal	Forest Association representative	Pedro Duarte da Silveira	ANSUB
Portugal	Forest Manager	Rui Alves	Companhia das Lezirias



Portugal	NPPO	Telma Ferreira	ICNF
Slovenia	Forest Manager	Andreja Nève Repe	Slovenia Forest Service
Slovenia	NPPO	Primož Pajk	Ministry of Agriculture, Forestry and Food
Sweden	Nursery	Erik Jönsson	Stångby plantskola
Sweden	Other	Fredrik Klang	Sveaskog
Sweden	NPPO	Kristof Capieau	Swedish Board of Agriculture
Sweden	Other	Magnus Petersson	Södra
Switzerland	NPPO	Peter Kupferschmied	Office fédéral de l'Agriculture
Ukraine	Forest protection	Kateryna Davydenko	Swedish University of Agricultural Sciences
Ukraine	Nursery	Natalia Vysotska	Estonian University of Life Sciences
Ukraine	NPPO	Olga Bashynska	Department of Phytosanitary Safety
Ukraine	Forest Manager	Serhii Sidorenko	Ukrainian Research Institute of Forestry and Forest Melioration
Ukraine	NPPO	Vadym Chaikovskyi	State Service of Ukraine on Food Safety and Consumer Protection
EU	Other	Maria Mirazchiyska	EC
EU	Other	Virag Kertesz	EFSA
International	NPPO	Dmitrii Musolin	EPPO
International	Other	Shiroma Sathyapala	FAO

## 1.9 Advisory Board

The Advisory Board (AB) is composed of seven external researchers and experts in forestry and pest management (Table 8). The AB will provide guidance on planned activities and achieved results.

Table 8: AB members.

Name	Institution	Country	Expertise
Francesco Affaitati	European Space Agency	France	Space technology
Pieter Beck	Joint Research Centre	Italy	Remote sensing
Henrik Hartmann	Julius Kühn-Institut	Germany	Forest protection
Nicolas Meurisse	SCION New Zealand Forest Research Institute	New Zealand	Forest protection
John J. Riggins	Mississippi State University	United States	Forest entomology
Caterina Villari	University of Georgia	United States	Forest pathology
Myron P. Zalucki	Queensland University	Australia	Ecology and entomology



## 2 Data storage

All FORSAID research assets (datasets, publications, main and supplementary data, software) will be stored in the Zenodo repository. To ensure unique identification, a Digital Object Identifier (DOI) will be automatically assigned by the repository at the time of data record creation. Additional information on data storage is provided in the Data Management Plan (D1.2).

## 3 Internal communication and meetings

Email will serve as the primary communication method, supported by dedicated mailing lists managed by the PENSOFT team (e.g., for the Consortium, for the ExCom, for the AB, and for each WP). An overview of available mailing lists can be accessed in the restricted-access section of the FORSAID website. If a person needs to be added to or removed from the mailing list, the respective partner should notify the PC, the Project Manager, and PENSOFT to ensure the necessary changes are made. In addition to group emails, individual reminders will be sent if needed.

The meeting calendar for the GA, ExCom, CoS and AB is presented in Table 9. Ordinary meetings are critical for ensuring the effective governance of the project, facilitating decision-making, and fostering collaboration among partners.

Table 9: Ordinary and extraordinary meeting calendar.

Meeting type	Ordinary meetings	Extraordinary meetings
GA	Kick-off, end of year 1, end of year 2, end of year 3	At any time upon request of the ExCom or 1/3 of the members of the GA
ExCom	Bi-monthly teleconferences	At any time upon request of any ExCom member
CoS	Kick-off, end of year 1, end of year 2, end of year 3	Alternative meetings by videoconference
AB	Kick-off, end of year 1, end of year 2, end of year 3	At any time upon request of any ExCom or AB member

## 4 External communication

## 4.1 Visual identity, website and social media

The FORSAID website serves as a key communication tool for the project and is available at <a href="http://www.forsaid.eu/">http://www.forsaid.eu/</a>. The website includes a restricted-access section, accessible exclusively to authorized users with credentials provided by the PENSOFT team. This restricted section offers essential resources, such as templates for deliverables, milestones, and communication materials, the FORSAID logo in its various sizes and file formats (Fig. 2), and the required acknowledgement for funding. Further details on the FORSAID visual identity, project branding and website is provided in D6.1.





#### Figure 2: The FORSAID logo.

Additionally, FORSAID is active on social media and can be found on:

- LinkedIn: https://www.linkedin.com/company/forsaid-project
- BlueSky: https://bsky.app/profile/forsaidproject.bsky.social
- Threads: https://www.threads.net/@forsaidproject

### 4.2 Funding acknowledgement

All FORSAID official communication materials, including promotional materials, PowerPoint presentations, and documents for deliverables and milestones, must acknowledge EU support by displaying the European flag and the following statement and disclaimer:



FORSAID receives funding from the European Union's Horizon Europe Research and Innovation Programme under grant agreement 101134200. Views and opinions expressed are those of the author(s) only and do not necessarily reflect those of the European Union or the European Research Executive Agency (REA). Neither the EU nor the REA can be held responsible for them.

When presenting results produced within the FORSAID project without using the official project templates, for example at conferences where a specific template is provided, it is essential to acknowledge EU funding by displaying the European flag and a brief statement (Fig. 1). Ready-to-use EU funding statements are available in different formats and languages in the <a href="Download centre for visual material">Download centre for visual material</a> of the EU Portal. Information about the correct use and placement of the EU emblem and the funding statement can be found in the <a href="Operational guidelines for recipients">Operational guidelines for recipients</a> of EU funding document.



Figure 1: EU emblem and funding statement to be included in FORSAID communication material.

For scientific publications that involve FORSAID contribution, the following statement must be included in the funding section:

This project has received funding from the European Union's Horizon Europe Research and Innovation Programme under grant agreement 101134200 "Forest surveillance with artificial intelligence and digital technologies – FORSAID".



## 5 Deliverables and reporting

## 5.1 File naming

Deliverables and milestones will follow a standardized file naming convention to ensure consistency and easy identification. The naming convention is as follows:

- The name of the project, FORSAID.
- Underscore.
- The deliverable number, Dn.n, or milestone number, MSn.n.
- Underscore.
- The version number, Vn.n.

For example, this document would be named: FORSAID\_D1.1\_V2.0. When uploading documents to the European Commission Participant Portal, the version number should be omitted from the file name.

### 5.2 Internal review procedures and deadlines for deliverables

The lead author of each deliverable, representing the lead partner, is responsible for the preparation of the deliverable within the planned timeline. The Project Manager will remind the task and deliverable responsible to produce and review documents on time for upload on the European Commission Participant Portal.

All deliverables will undergo internal peer review by three reviewers, typically the WP leader, the co-WP leader and the PC, before the final submission to the European Commission Participant Portal. In special cases, an external expert, such as a member of the AB, may be invited to review the deliverable.

Final versions of deliverables will be stored in the restricted-access section of the FORSAID website and uploaded to the European Commission Participant Portal by the Project Manager.

### 6 Research integrity

## 6.1 Basic principles

FORSAID will adhere to <u>The European Code of Conduct for Research Integrity</u>, translating the principles of reliability, honesty, respect, and accountability into standards of good practice to guide all researchers involved in the project. The final goal is the prevention of unacceptable research misconduct. The PC and ExCom are responsible for monitoring the adherence to these principles.

Common good practices that will be put in place by the FORSAID consortium include:

- Research environment: FORSAID partners will foster a research culture promoting
  integrity through clear policies, training programs, and fair procedures to handle violations.
  Pls of each FORSAID partner are responsible for informing researchers involved about
  the European Code of Conduct for Research Integrity and other national or institutional
  rules and disciplinary norms.
- Training, supervision and mentoring: proper research methodology training is crucial, especially for early career researchers. PI and senior researchers of each FORSAID



- partner should provide guidance and create an environment of mutual accountability, leading by example and raising awareness about research integrity.
- Research procedures: studies and experiments must be rigorously designed by FORSAID
  researchers using appropriate methods and analysis. Experiments should be planned
  carefully, conducted properly and documented comprehensively using project funds
  responsibly. Common procedures should be shared among partners to ensure the highest
  standard of data reproducibility. Any deviations or issues encountered should be
  addressed transparently.
- Safeguards: safety should be considered when designing the research activities, and all
  necessary measures must be put in place to protect researchers, other participants
  involved in the project and the environment. Moreover, research activities should be
  carried out not only considering any potential environmental risk but also respecting
  human dignity. For guidance on safety procedures, researchers should consult the WP
  leader, ExCom, or the PC.
- Data practices and management: open science is the default approach put in place by FORSAID. According to the Data Management Plan, data will be transparently shared while respecting confidentiality or planned exploitation measures.
- Collaborative working: clear roles, responsibilities and accountability have been
  established in the FORSAID consortium. The most inclusive standards possible are
  applied, taking into account diversity and creating a gender-equal working environment.
  The contributions and the intellectual property of all researchers will be respected and
  always researchers are informed/consulted about submissions for publication of results.
- Publication, dissemination and authorship: all authors bear responsibility for the published content. If necessary, publications will be promptly corrected or retracted. Negative results are given equal consideration for publication and dissemination as positive results. Authorship is based on individual contributions. <a href="Mailto:CRediT">CREDIT</a> (Contributor Roles Taxonomy) will be preferably applied to all publications to recognize individual author contributions, reducing authorship disputes and facilitating collaboration.
- Reviewing and assessment: according to section 14.2 of this document, appointed members of FORSAID will provide fair, rigorous and timely evaluations in peer review.

### 6.2 Research misconduct

The three major violations of good research practices are falsification, fabrication and plagiarism. These may include data makeup or omission of data, images and results, incorrectly attributing authorship, and manipulation of research materials, equipment, or processes.

Other unacceptable practices include harassment, bullying, and the use of offensive language that discriminates against researchers and other participants involved in the project on the grounds of gender, origin, sexual orientation, disability, political opinion, or religious belief.

A reporting system will be set up allowing a confidential and accessible system for reporting suspected misconduct or unacceptable practices. The ethics advisor has been appointed to oversee ethical matters and handle reports of misconduct and will promptly inform the PC and the relevant parties involved.



## 7 Annex

## 7.1 Annex 1

List of FORSAID RAs (January 2025).

WP	Task	RA topic	RA leader (short)	RA participants (short)	
WP2 - Remote sensing of forest damage	2.1 Satellite remote sensing of forest damage at the European scale	RA 2.1.1 Pine processionary moth <i>Thaumetopoea</i> pityocampa	INRAE	ISA, LNU, UCPH, UNIPD	
		RA 2.1.2 Norway spruce and bark beetle <i>lps</i> typographus	UNIPD	LNU, UCPH	
		RA 2.1.3 Oak and oak lace bug Corythucha arcuata	SFI	INRAE, LNU, UCPH	
	2.2 Aerial remote sensing of tree	RA 2.2.1 Pinewood nematode <i>Bursaphelenchus xylophilus</i>	TPZF	INIAV, INRAE, ISA, LNU, UCPH	
	damage at regional scale	RA 2.2.2 Ceratocystis platani	CNR	LNU, TPZF	
	2.3 Proximal remote sensing of young tree damage in confined environments and nurseries	RA 2.3.1 Emerald ash borer <i>Agrilus planipennis</i> and ash dieback	WSL	LNU	
		RA 2.3.2 Fusarium circinatum in laboratory conditions	ISA	INIAV, LNU, WSL	
		RA 2.3.3 Cryphonectria parasitica	INRAE	LNU, WSL	
		RA 2.3.4 Disentangling drought from pathogen symptoms (ex.: <i>Diplodia sapinea</i> in Portugal)	INIAV	ISA, LNU, WSL	
		RA 2.3.5 Ceratocystis platani	CNR	LNU, TPZF, WSL	
WP3 - Digital technologies for ground detection and surveillance of regulated pests	3.1 Automated trapping devices	RA 3.1.1 Automated traps for bark beetle <i>lps typographus</i>	EFOS	INIAV, SFI, UNFU, UNIPD	
		RA 3.1.2 Automated traps for pine processionary moth <i>Thaumetopoea pityocampa</i> and oak processionary moth <i>T. processionea</i>	UNIPD	EFOS, INIAV, INRAE, ISA, SFI, UNFU	
		RA 3.1.3 Test area wide monitoring linked with remote sensing	UCPH	EFOS, INIAV, INRAE, ISA, SFI, UNFU, UNIPD	



	3.2 Robot sorting coupled with advanced image analysis	RA 3.2.1 AI identification of Agrilus spp.	UNIPD	INIAV, INRAE, KIT, MfN, UNFU
		RA 3.2.2 Al identification of <i>Monochamus</i> spp.	INRAE	INIAV, KIT, MfN, UNFU, UNIPD
		RA 3.2.3 AI identification of longhorn beetles associated with broadleaf trees	UNIPD	INRAE, KIT, MfN, UNFU
		RA 3.2.4 AI identification of exotic and native bark and ambrosia beetles	KIT, ISA	INIAV, INRAE, MfN, UNFU, UNIPD
		RA 3.2.5 AI identification of beetles captured in generic surveillance traps near entry points	INRAE, UNIPD	INIAV, ISA, KIT, SFI, UNFU
	3.3 Automated	RA 3.3.1 Pinewood nematode <i>Bursaphelenchus</i> xylophilus detection by eDNA from liquid from traps and water running off the trunks	ISA	INIAV, WSL
	metabarcoding	RA 3.3.2 Agrilus planipennis eDNA detection	WSL	UNFU
	procedures	RA 3.3.3 Ceratocystis platani eDNA	CNR	UNFU, WSL
	·	RA 3.3.4 Cryphonectria parasitica eDNA	WLS	CNR, INIAV, SFI, UNFU
WP4 - Citizen science	4.1 Validate and use opportunistic citizen data from crowdsourced online platforms and technologies	RA 4.1.1 Algorithms for screening of social media and databases	LNU	IEFC, INRAE, SFI, WSL
		RA 4.1.2 Gaps and biases in citizen science data, spatial and temporal gaps	SFI	IEFC, INRAE, LNU, WSL
		RA 4.1.3 Comparison with interception and establishment data	WSL	IEFC, INRAE, LNU, SFI
		RA 4.1.4 Evaluation of phone apps and associated AI algorithms	IEFC	INRAE, ISA, KIT, LNU, MfN, SFI
	4.2 Development of tailor-made citizen science projects	RA 4.2.1 Profiling citizen scientists	INRAE	ISA, LNU, SFI, UNIPD
		RA 4.2.2 Developing and implementing workshop with stakeholders	IEFC	INIAV, INRAE, ISA, LNU, SFI, UNIPD
		RA 4.2.3 Run tailormade citizen science project	INRAE	ISA, LNU, SFI, UNIPD
WP5 - Deployment	5.1 Barriers and opportunities for stakeholder adoption	RA 5.1.1 Implementation and management of the Committee of Stakeholders	IEFC	EFOS, EPPO, INIAV, INRAE, ISA, KIT, LNU,



strategy with	of new digital			SFI, TPZF,
stakeholders	technologies for			UCPH, UNFU,
Stationacio	forest pest			UNIPD
	monitoring			OI III D
	5.2 Cost-benefit analysis of digital	RA 5.2.1 Economic impact of regulated pest in EU forests	INIAV	ISA, SFI
	solutions for the detection and surveillance of regulated forest pests and pathogens	RA 5.2.2 Cost-effectiveness of new detection and monitoring technologies	INIAV	INRAE, ISA, SFI
	5.3 Multicriteria analysis for decision-making and deployment strategy of operational solutions for monitoring regulated pests	RA 5.3.1 Multicriteria analysis for decision making	INRAE	CNR, EFOS, EPPO, IEFC, ISA, KIT, LNU, MfN, SFI, UCPH, UNFU, UNIPD, WSL

