

TOPCONS

Interim Narrative Report

SUMMARY

1.8. 2012– 31.1.2013

Partner organization: **Saint-Petersburg Research centre of Russian Academy of Science (RAS)** (hereinafter SPBRC RAS or “PP 6”)

Contact person responsible for the project implementation: **Dr. Marina Orlova**

Activities implemented and results obtained fulfill completely the requirement specifications for the second reporting period – (Attachment 1 to the Partnership agreement between Lead Partner and SPBRC) and correspond with the logical framework of the project.

Major activities in the 2nd Reporting period are Activities 1 and 2, namely:

Activity 1

- Communications within the project: with SPBRC project staff and other partners of the project in Russia and in Finland through preparation of documentation, E-mail correspondence, phone discussions and meetings;
- Assistance to ROM Monitoring inspectors including contacts to Associated partners;
- Communication outside the Project, such as arrangement of purchases, outsourcing costs and services, work on establishment of the Steering Group of the TOPCONS project;
- Performing standard project management procedures prescribed by the project objectives and logical framework within Activity-1, such as execution of budget, planning and control under implementation of the project activities as such;
- Performing specific duties of SPBRC in the Consortium – Arrangement of expenditure verification for Russian partners of the project, Communication to the Associated Partners 1 and 2;
- Educational program, such as work with PhD and Volunteer;
- Arrangement of the local webpage.

Activity 2

- Participation in all actions within Activity 2: data, terminology and methods collation and harmonization, arrangement of field work, collection of new data including sampling and sample processing;
- Work on database aimed at storage, sorting and, particularly, analysis of data;
- Planning on current and future activities, such as correspondence with the staff and project partners and meetings;
- Contacts and arrangement of service/research from external organizations to fulfil field work and fill in the gaps in data;
- Co-operation with other Project Partners.

Activity 3, 4

- Collection of preliminary data on hazardous substances and nesting birds.

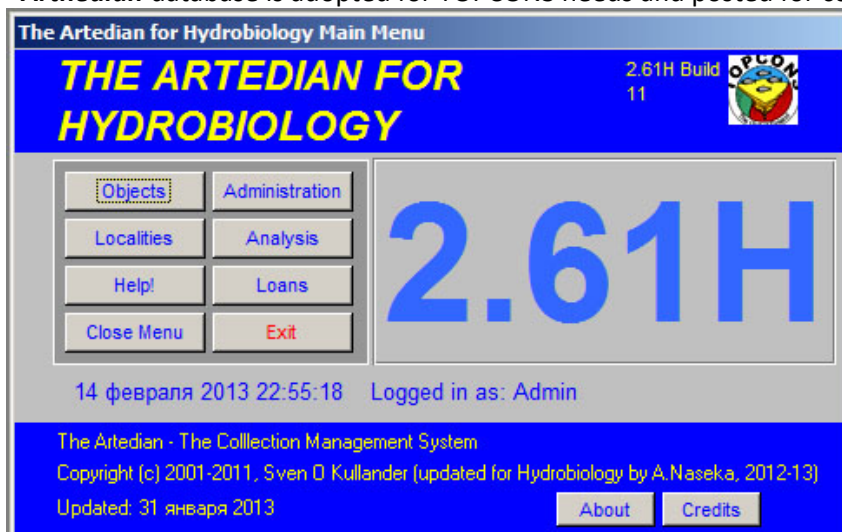
Major results and outputs of the 2nd Reporting period:

Activity 1

- The project staff is completely involved into the project actions; the system of Project management developed during the 1st Reporting period is tested;
- All Agreements and Contracts necessary to fulfil the tasks of the 2nd reporting period are made, the purchases (2) are done;
- Three representatives of project target groups are involved into the Steering Group of TOPCONS;
- Expenditure verification for three Russian PP is arranged;
- ROM Monitoring action is assisted, including meeting at premises of Associated partner 1;

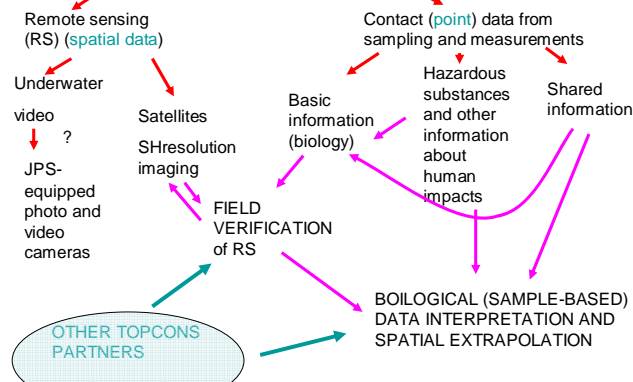
Activity 2

- Sampling strategy for field guide preparation and field work implementation is elaborated, according to specificity of certain subareas and transboundary aspects, and tested on the examples of project Subareas 1 and 3, results are available for Associated partner-1;
- New data have been collected at project Subareas 1 and 3, including those collected for the first time;
- **Arthedian** database is adopted for TOPCONS needs and posted for comments to “Livelihood”;



- Description of field work is prepared;
- Description of integrative approach to field sampling and estimation of the modern state of human impacts and diversity of an ecosystem based of spatial and contact data is prepared.

Variables/Data for integrative approach



Activities 3 and 4 are in progress.

Outputs in their extended versions can be also found as separate files or directories attached to this Report. The list of these is presented in the “MATERIALS” BOX of the Report. References to these outputs can also be found in the description of the Financial Report. The role of each expert/administrator can also be estimated from his/her timesheets.

For expenditure verification in the premises of SPBRC RAS, we prepared, or arranged for all required documentation: information about the Project, Annex 10 to the Grant Contract signed by Chief Accountant of SPBRC, financial reports from all three Russian Partners (SPBRC, VSEGEI, and RSHU), and volumes of paper supportive documentation for expenditure verification including information provided by the Lead Partner. The contacts between Auditor and responsible persons – representatives of each Partner were arranged, as well.

List of files, archives and directories (totally 20), that support the full version of this Report (in order of citation)

- 1_MODEL.doc
- 2_RAS TOPCONS WS 2.ppt
- 3_Minutes31 Nov 2012 .doc
- 4_FinRep_Description_SPBRC_2RP.doc
- 5_TOPCONS Field Cruise 2_VSEGEI_SPBRC RAS.doc
- 6_Integrative approach, subarea 3, step_1.doc
- 7_Additional reporting (directory)
- 8_Financial Report_RAS_2RP.xls
- 9_Grant Contract Annex X Standard Expenditure Verification RP_2_final .doc
- 10_Auditors report_2nd RP .doc
- 11_Sychev_review on GIS software for spatial data management and spatial planning .doc
- 12_Uspensky_results of ichthological observations .doc
- 13_ZIN RAS 2012_03_12.doc
- 14_List of what to do before field.doc
- 15_SPBRC sampling strategy_2013 .doc
- 16_field_SPBRC_2012. xls
- 17_Markers_pollutants. doc
- 18_Nesting birds.doc

19_Sets of paid Timesheets_by SPBRC ((directory, with electronic versions, signed paper versions are also available by request)
20_Publication.doc

