

# Build on Lessons Learnt on IK Contributions

## *5<sup>th</sup> Work Package 3 Workshop*

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Lesson Learnt	Current Situation
<p>Careful attention to be paid to indexation rates, especially for IO, when discussing countries' IK allocation or the value of TAs. All costs reported should be in 2013 Euros.</p>	<p>Has been raised internally and externally on several occasions. Just starting to establish the process for IK during IO.</p>
<p>Legal and fiscal implications on secondment of in-kind personnel for installation and commissioning of in-kind deliveries should be clarified and made clear to all in-kind partners.</p>	<p>HR and In-Kind Management Division provided complete information on that topic to in-kind partners. Nov 2021</p>
<p>Resolving issues – IK team needs to work closely with Sub Projects. And ESS as a whole reacting quickly and with sufficient mandate to resolve problems</p>	<p>Contact points in the IK Management Division for the four sub-projects have been put in place to ensure a good understanding of a given situation and to resolve issues quickly. Dedicated teams established for the rebaselining effort and for the NSS common projects scope transfer.</p>



# Summary of Lessons Learnt

Lesson Learnt	Current Situation
<p>The IKRC should be more pro-active in reporting to the ESS Council on the progress of the In-Kind Contributions, including both delivery times and quality concerns. This may help the In-Kind Partners to improve their overall performance.</p>	<p>New Chair of IKRC is intent on changing who sits on the committee, how the committee functions and how it reports to Council and other stakeholders. Hopefully the progress of IK will be part of this.</p>
<p>The delivery/acceptance process of IK Contributions (IKC) is an activity of paramount importance. Acceptance or non-acceptance of IKC should be formally defined as the result of the Site Acceptance Test. A review of the SAT and relevant related documents should be performed to ensure an harmonised approach throughout the organisation and the in-kind partners. FAT, as SAT, should be defined, after identifying the relevant criteria agreed with each parties, as early as possible during the project lifecycle.</p>	<p>The new Site Acceptance Test (SAT) template, containing the checklist of applicable technical documents and results from testing, is now approved and is being used.</p>



Lesson Learnt	Current Situation
<p>Once the delivery and/or installation work of an in-kind equipment has been completed, the Final Report and other relevant documentation should be released without delay to have the details recorded before the IK Team may disperse them and to allow the Member State to gain the accreditation in a timely manner.</p>	<p>Has been mentioned many times to the sub-projects and WP Managers. Having some success but still some IKCs that are completed are without signed Final Reports.</p>

See also:

- ESS Confluence page: [Build on Best Practices](#)
- The 3rd Field Coordinator “Building on Best Practices Workshop”, held on line on August 27, 2020: a thorough discussion and analysis of Lessons Learnt and Best Practice: [BrightnESS<sup>2</sup>: Building on Best Practices](#),



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***Thank you!***

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