



BACCHUS

Impact of Biogenic versus Anthropogenic emissions on Clouds and Climate: towards a Holistic UnderStanding

Collaborative Project

SEVENTH FRAMEWORK PROGRAMME
ENV.2013.6.1-2

Atmospheric processes, eco-systems and climate change

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Summary of results

The BACCHUS Project Management Office (PMO) has been established at ETHZ. Its structure is outlined in Fig. 1: The PMO consists of three elements, the project coordinator, the project manager and project administrator. All these positions are assigned different tasks:

- The project coordinator, Prof. Ulrike Lohmann is responsible for the overall coordination and management of the project, and is in charge of the PMO. She delegates, discusses and reviews tasks with both the project manager and project administrator.
- The project manager, Dr. Christina Schnadt Poberaj, is responsible for the communication with the EC, the partners, and the aerosols&climate research cluster. She deals with general project management tasks. Additionally, her tasks include gender aspects and public outreach.
- The project administrator, Dr. Miriam Kübbeler, assists the project coordinator preparing the financial reporting and financial actions between the EC and the project partners. Additionally, she takes over administrative management tasks, such as reminders requesting for deliverables and milestones, maintaining mailing lists, and writing minutes at annual and SC meetings. Additionally, she is responsible for building and maintaining the external and internal BACCHUS websites, and contributes to public outreach activities. As part of the latter, she is responsible for contributions to the ETH blog “Zukunftsblog”.
- The project manager and project administrator together are responsible for organizing the annual meetings.

Changes with respect to the DoW

According to the DoW, the role of the project administrator is restricted to assisting the coordinator in preparing financial reporting and financial actions between the EC and the project partners. As described above, the role of the project administrator has been extended to administrative management tasks and outreach activities.

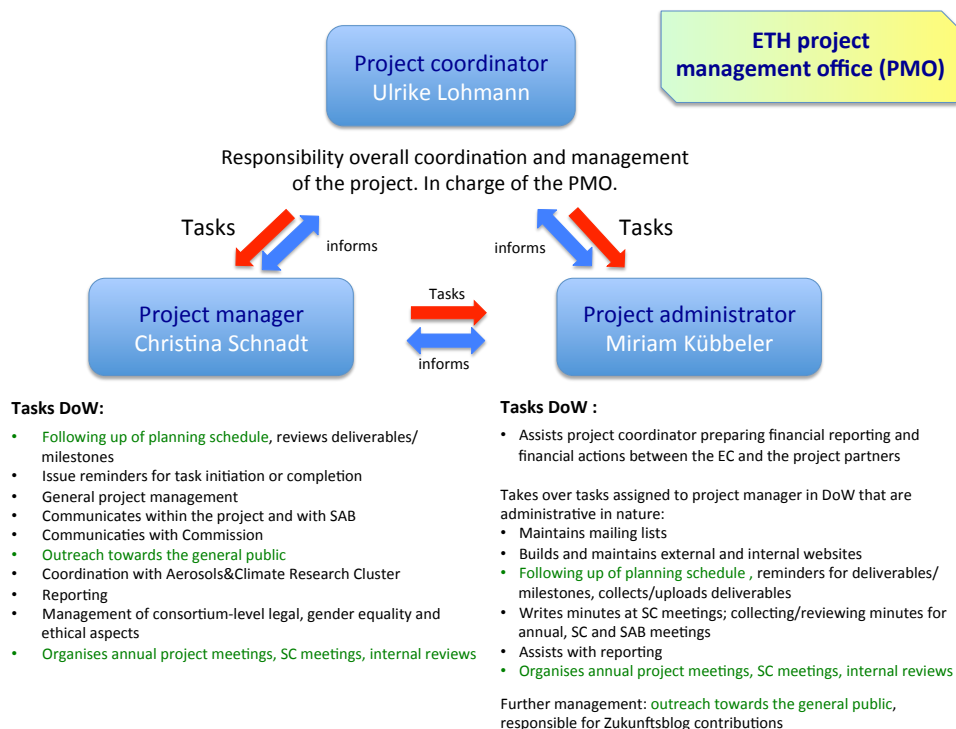


Fig. 1: Distribution of tasks in the BACCHUS PMO.

Dissemination and uptake

The BACCHUS PMO is contact point for all substantive, legal, and financial issues of the project partners. Additionally, the office is contact to the European Commission (EC) and for public outreach requests.