



Europeana Foundation Governing Board Meeting

30 March 2016
10h00 – 17h00 CET
Paris, BnF
Quai François-Mauriac
75706 Paris Cedex 13

Governance of Europeana DSI

Action proposed: For information and discussion

Europeana DSI Governance based on Project Description of Action

Paragraph 2.5.1 of the Description of Action of Europeana DSI, describes the management of the Europeana DSI project and defines its governance structure:

Europeana Foundation is the operator and coordinator of Europeana DSI project. The Europeana Foundation Board is ultimately responsible for the management and governance of Europeana DSI. This Board meets four times per year and assesses the progress of the project and any risks that need to be mitigated.

The daily management of Europeana DSI is the responsibility of the Europeana Foundation's executive team and the work package leaders. The Executive and Management Team meets monthly to discuss progress according to the work plan and commitments as well as the performance indicators, dependencies and risks. The work package leaders are responsible for regular contact and reporting with consortium partners within their work package, and for keeping the WP issues and risks logs. Where applicable, they meet regularly with partners in the work package to discuss progress. Europeana Foundation manages risks and controls the finances of the Europeana DSI.

The success of Europeana DSI is also the responsibility of its consortium including the contributors and distributors who are partners in this cultural heritage ecosystem. The Europeana DSI Partner Board consists of the consortium participants and guarantee high quality decision making and representation in Europeana DSI. This Board is jointly and severally responsible for the operational delivery of Europeana DSI. **Europeana DSI Partner Board will elect a chair to be appointed (if possible) to the Europeana Foundation Governing Board. This Chair is responsible within the Europeana Foundation Governing Board for informing the Board on the progress and risks of the Europeana DSI.** The Europeana DSI Partner Board oversees the project deliverables, their quality and





timeliness, the meeting of KPIs and management of risks. Johan Oomen and Max Kaiser are the Chair and Vice Chair of Europeana DSI Partner Board.

Governing Board and the Steering Group of Europeana DSI1

Monika Hagedorn-Saupe has volunteered to take the responsibility of chairing the Europeana Foundation Board DSI1 Steering Group. She will, on behalf of the Europeana Foundation Board, critique the progress and risk reports with the aim of forming the response to the projects formal review, and this all from the viewpoint of the Governing Board as its steering structure, in the light of the fact that Europeana DSI is the core project of Europeana Foundation. Max Kaiser and Johan Oomen will flag up any risks perceived by the Europeana DSI1 Partner Board.

Circulation:

Europeana Foundation Governing Board Members & Observers

Classification:

Public