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**Next Generation Damage and Post-Crisis Needs Assessment Tool for  
Reconstruction and Recovery Planning**

Capability Project

**Quality and Security Procedures Manual**

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## ABBREVIATIONS AND ACRONYMS

<b>ABBREVIATION</b>	<b>DESCRIPTION</b>
DoW	Description Of Work
DM	Dissemination Manager
EC	European Commission
DMSF	Document Management System Features
KPI	Key Point Indicator
PM	Person Month
QM	Quality Manager
SC	Steering Committee
WP	Work Package

## EXECUTIVE SUMMARY

This report contains the RECONASS quality management plan and the RECONASS security procedures manual.

The RECONASS quality management plan sets out the internal quality assurance procedures for the RECONASS project. It aims to ensure that the results and deliverables of the project are of high quality and meet the specifications set in the Description of Work.

This plan is applicable to all activities which are related to the project. It has been produced by the Quality Manager who is responsible to ensure that its procedures and guidelines are met.

The RECONASS security procedures manual sets out the security approaches that will be followed and has been produced by Angelos Amditis and Evangelos Sdongos in collaboration with the Security Committee.