

Output factsheet: **Handbook tool**

Version 1

Project index number and acronym	CE 393
Lead partner	Pomurje Technology Park
Output number and title	T2.2 Handbook Tool
Responsible partner (PP name and number)	PP4 (Campden BRI Magyarország Nonprofit Kft.)
Project website	http://www.interreg-central.eu/Content.Node/I-CON.html
Delivery date	08/2017

Summary description of the key features of the tool (developed and/or implemented)

Handbook tool is a collection of “instructions” and consists of good practice solutions that describe the relevant technologies and techniques that can be used to achieve significant savings or quality improvements under sustainable principles in regions of I-CON project partners and later on wider in Europe and worldwide. The good practices were grouped by three project topics: 1) food safety, quality and labelling, 2) mechatronics and 3) food design. The Handbook tool contributes to improvement of SME’s cost efficiency, assured quality and risk management based on knowledge, experience, sustainability and transferability aspects of the collected good practice cases. The document includes 29 good practice cases related to food safety, quality and labelling, 7 good practices covering the topic of mechatronics and 6 case studies are related to food design.

The Handbook tool was elaborated step by step based on previous I-CON project activities: 1) mapping and analysing the existing advanced tools and techniques related to food safety, quality and labelling, mechatronics and food design; 2) matching the needs of the regions represented by I-CON partners to the existing advanced tools; 3) elaborating regional/European/worldwide good practices on the successful use of the collected advanced tools or the previous experience of the I-CON Partners; 4) finally the lessons learnt of the good practice cases were summarised into transferability and sustainability aspects represented in the Handbook tool.

The Handbook tool remains open for additions of new good solutions. Current version is available for all interesting groups published on-line on I-CON project website, section Publications. As deliverable in work package Communication, latest version will be printed in quantity of 250 pieces, to be disseminated during the Final conference event in 2019.

NUTS region(s) where the tool has been developed and/or implemented (relevant NUTS level)

Elaboration of Handbook tool was coordinated and finalized by WP T2 responsible partner;

CBHU-PP4	HU101, Budapest
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with active contributions of all other project partners:

Partner	NUTS
PTP-LP	SI011, Pomurska
CCIS-CAFE-PP2	SI021, Osrednjeslovenska
BIZ-UP-PP3	3AT312, Linz-Wels
STRIA-PP5	HU231, Baranya
CNA ER-PP6	ITH55, Bologna
UNISEF-PP7	ITH34, Treviso
UHOH-PP8	DE111 Stuttgart, Stadtkreis
KIGPSiO-PP9	PL127, Miasto Warszawa
SCCI-PP10	SK010, Bratislavský kraj

Expected impact and benefits of the tool for the concerned territories and target groups

The needs and requirements of the region's SMEs were considered during the collection of the advanced tools and techniques. Elaborated good practice case studies refer to those needs. In case of their use, it is foreseen that SMEs have beneficial impact on company operation in terms of cost efficiency, quality and risk assessment, risk management, regulations compliance and its assessment, product performance and its assessment, information for users, user satisfaction and its assessment, user's feedback, reaction and other benefits.

In next project phase It is expected active engagement of facilitators to attract more of SMEs to this hub, new entries/cases will be uploaded and by that more opportunity to find appropriate mentors for solutions. The importance, quality and recognition of the tool will be enhanced. Improved skills and concrete results of use are expected to result in numerous new products and services, reached in a shorter learning curve of SMEs involved.

Sustainability of the tool and its transferability to other territories and stakeholders

The Handbook tool is a transferrable Output in the sense that it can be customized and re-used in any territory outside the Partnership. Current version is available on-line (I-CON project website, section Publications) therefore it can be easily transferred to other European regions and worldwide.

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Lessons learned from the development/implementation process of the tool and added value of transnational cooperation

Lessons learnt from the development of the Handbook tool are:

1. huge importance to perform systematic coordination and planning, both on content level as well as on partner's understanding of the content and process of collection of cases;
2. elaboration of tool base on previous deliverables therefore careful synchronised step-to-step planning should be foreseen for the entire process;
3. the Handbook tool is built on two other deliverables which have been implemented parallel and needed to end simultaneously. That required really high level of collaboration of the partners. All involved partners have/had to have the same understanding on the concept and on the required inputs;
4. templates are proved to be effective to collect inputs in the same format and in all cases that helped partners to see one example filled in with data (usually prepared by coordinating partner).

References to relevant deliverables and web-links If applicable, pictures or images to be provided as annex

- D.T2.1.1 Analysis report of existing advanced tools and techniques
- D.T2.1.2 Capitalization report
- D.T2.2.1 Good practice guidelines
- D.T2.2.2 Regional good practice case reports
- D.T2.2.3 Handbook tool report

Current version of Handbook tool is available online on I-CON website, section Publications.
<http://www.interreg-central.eu/Content.Node/I-CON.html>