

GEAR@SME: GENERATE ENERGY EFFICIENT ACTING AND RESULTS AT SMALL & MEDIUM ENTERPRISES



This project has received funding from the European Union's H2020 Coordination Support Action under Grant Agreement No. 894356.

























# **Project Factsheet**

Acronym: GEAR-at-SME

Title: Generate energy efficient acting and results at small & medium

enterprises

Coordinator: Nederlandse Organisatie voor Toegepast-

Natuurwetenschappelijk Onderzoek (TNO)

Reference: 894356

Type: Coordination and Support Action

Program: Horizon 2020

Call: H2020-LC-SC3-2018-2019-2020

Start: 1<sup>st</sup> September 2020

Duration: 30 months

Website: <u>www.gearatsme.eu</u>

Consortium: Nederlandse Organisatie voor Toegepast-

Natuurwetenschappelijk Onderzoek (TNO)

CIT Industriell Energi AB (CIT)

CertiMaC Soc. Cons. a R. L. (CERTIMAC)

Berlin Energy Agency (BEA)

Servelect (SVT)

Cornelissen Consulting Services B.V. (CCS)

SYNYO GmbH (SYNYO)

Technical University of Cluj-Napoca (TUCN)

Confederazione Nazionale Dell'Artigianato e Della Piccola e Media Impresa Associazione Territoriale Di Ravenna (CNA)

Stichting CLOK (CLOK)



# Deliverable factsheet

Number: D8.4

Title: Overview of project dissemination and Communication

material, including list of SMEs and stakeholders

reached and with potential interest

Lead beneficiary BEA

Work package: 8

Task: Task 8.2

Dissemination level: Confidential

Submission date: 10-02-2021

Contributors: TNO, CIT, CERTIMAC, BEA, SVT, SYNYO, CCS

### Document history:

Revision	Date	Main modification	Author
1	10/02/2022	All chapters	BEA



# Disclaimer of warranties

"This project has received funding from the European Union's Horizon 2020, research and innovation programme, under Grant Agreement No 894356"

This document has been prepared by GEAR@SME project partners as an account of work carried out within the framework of the EC-GA contract no 894356.

Neither Project Coordinator, nor any signatory party of GEAR@SME Project Consortium Agreement, nor any person acting on behalf of any of them:

- makes any warranty or representation whatsoever, express or implied,
- with respect to the use of any information, apparatus, method, process, or similar item disclosed in this document, including merchantability and fitness for a particular purpose, or
- that such use does not infringe on or interfere with privately owned rights, including any party's intellectual property, or
- that this document is suitable to any particular user's circumstance; or
- assumes responsibility for any damages or other liability whatsoever (including any consequential damages, even if Project Coordinator or any representative of a signatory party of the GEAR@SME Project Consortium Agreement, has been advised of the possibility of such damages) resulting from your selection or use of this document or any information, apparatus, method, process, or similar item disclosed in this document.



# Table of contents

P	roject l	Factsheet	2
D	elivera	ble factsheet	3
D	isclaim	ner of warranties	4
T	able of	contents	5
1	Intr	oduction	6
2	Pre	ss kit	6
	2.1	Logo	6
	2.2	Brand Identity Guideline	7
	2.3	Press Releases	13
	2.4	General presentation	17
3	Nev	vsletters	22
	3.1	Newsletter No. 1	23
	3.2	Newsletter No. 2	28
4	Pro	ect tweets	35
5	Моі	nitoring of communication activities	53
6	Fort	chcoming materials	59
7	List	of SMEs and stakeholders reached and with potential interest	60
8	Doc	ument templates	66
	8.1	ANNEX 1: Deliverables template	66
	8.2	ANNEX 2: Meeting agenda template	83
	8.3	ANNEX 3: Meeting minutes template	85
	8.4	ANNEX 4: Workshop minutes template	88
	8.5	ANNEX 5: Press release template	91
	8.6	ANNEX 6: Presentation template	93



# 1 Introduction

This deliverable presents an overview of project dissemination and Communication material, including list of SMEs and stakeholders reached and with potential interest. The components of this report consist of the document templates necessary for working in the project and a press kit. Initial project infographics and factsheets have also been produced but will be further elaborated until the revision of this deliverable. Furthermore, the project tweets are presented and a list of SMEs and stakeholders that have been reached and have potential interest is attached. This deliverable was prepared by the BEA with input from the WP 8 partners.

## 2 Press kit

A press kit was produced in the course of the project. Press kits are addressed to journalists and other communicators who want to report on the project. The press kit has been placed on GEAR@SME, where the files can be downloaded. The press kit was produced in English and also translated into Dutch, German, Italian and Romanian so that the press kit can also be used in the local context. The press kit consists of the project logo (horizontal and vertical version), the brand identity guideline, the project press releases and a general project presentation. As soon as the project flyer is completed, it will also be added to the press kit. If necessary, it will also be expanded with factsheets and info-graphics or other press-relevant information in the course of time.

# 2.1 Logo

In the GEAR@SME press kit, the project logo is available for download in vertical and horizontal versions as a JPG. This should make it easier for journalists and other communicators to report on the project and use the logo.







# 2.2 Brand Identity Guideline

The press kit also includes a presentation with the Brand Identity Guideline. This should make it easier for partners as well as journalists and other communicators to implement the Corporate Design and maintain the brand identity. Uniform brand preservation is essential for the recognition value and the uniformity of the project's external impact.









## **GEAR@SME**

GEAR@SME is an acronoym for the project title "Generate Energy Efficient Acting and Results at Small & Medium Enterprises".

"Gear" is a synonym of "equipment": with the right tool, the problem can be solved.

The term is also reminiscent of a cogwheel: an important part in keeping the big picture running.

The term is also reminiscent of a verhicle's gearstick; when the right gear is engaged, it is easier to move forward.

Thus, we at GEAR@SME see ourselves as a tool, a cog and also an accelerator to help SMEs save energy and protect the climate.

10 February, 2022

1







# "Saving energy together"

The claim "Saving energy together" refers to the collective approach of the energy efficiency project. The claim contains three messages:

- 1. Saving: We support climate protection!
- 2. Energy: We reduce our energy use!
- 3. Together: We provide each other with tools, community and means!

10 February, 2022



# **GEAR@SME Logo**

The dominant GEAR@SME logo consists of a figurative mark and a claim. This logo is visible on all public documents on the top of the right corner and is further used on title pages of documents or presentations and in the header of documents. The standard project logo is arranged horizontally with the claim "Saving energy together".

If it fits better stylistically, the horizontal logo can also be used.

The figurative mark is a circular symbol that triggers various associations such as a gear, a compass needle or multiple points that are connected to each other. The symbol is at the same time filigree, minimalist and without any frills, but also powerful and dynamic. It further combines the colours blue (inspired by the EU flag), green (environment) and yellow (electricity, energy and EU flag stars).

10 February, 2022



Saving energy together







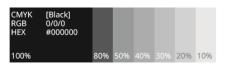
## Colour codes

The colour codes of the blue, grey, green and yellow shades used in the logo are shown in the following graphic. For each printing method (CMYK / RGB / HEX / Pantone), the respective colour code is provided:









10 February, 2022





### Font

The standard size for texts is 11 pt. and colour black (0/0/0). The font shall never be put in **bold**. Instead, if something in a text is to be highlighted, it shall be put in blue (RGB: 3/78/162).

Noto Sans Regular (download unter https://fonts.google.com)

ABCDEFGHIJKLMNOPQRSTUVWXYZ abcdefghijklmnopqrstuvwxyz 1234567890

10 February, 2022









# **Typography**

The main headlines of the title page are never in bold, they stay slim and clear, but in 24 pt..

The Sub-Headline on a title page is again not in bold, but it is written capital letters, in 18 pt. and in blue.

Headlines of chapters are numbered, in colour blue and 24 pt. The first sub-headlines of chapters are in black (0/0/0), in 14 pt., the second sub-headline is in blue (3/78/162) and 11 pt. and the third sub-headline is in black with 11 pt. and in oblique letters. Documents should never use more than the third level of subchapters.

10 February, 2022

### Headline

#### SUB-HEADLINE ON TITLE PAGES

### 4 Headline of chapter

4.1 First sub-headline of chapter

4.1.1 Second sub-headline of chapter

4.1.1.1 Third sub-headline of chapter





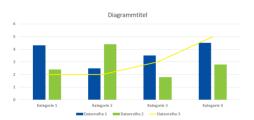
The style of all documents and presentations is kept very minimalistic. The background is white, the only coloring is the logo, which is always placed in the top right corner.

The blue from the logo appears in the headings. Further embellishments are deliberately omitted.

Tables are presented without outer and lines. Only the table headings are lined.

All graphics should be kept in the same colors as the logo and should also be as delicate and minimalist as possible.

Session	Time	Activity	Outcome
Introduction of Participants	09:30 - 09:35	Round table	Introduction
		Presentation	



10 February, 2022







# Image world

Images are to be chosen sparingly and carefully in the GEAR@SME project. The imagery sends messages such as: "together", "team", "craft", "business", "energy", "environmentally friendly", "young", "openminded".

Images are selected that have a modern roughness and a fresh and communicative effect or present people of the project.

For graphics, the colors of the logo are to be used.















10 February, 2022







### 2.3 Press Releases

The GEAR@SME press kit also always contains all press releases that are still current. Three press releases have been written so far. These were written and distributed in English and in future will also be translated into Dutch, German, Italian and Romanian.



Press release

May 05, 2021

### Handbook for an integrated GEAR@SME methodology

Addressing energy use and increasing energy efficiency in SMEs can be of great benefit to both the SMEs and to society: SMEs, can save energy and reduce energy cost and the society benefits from the mitigation of CO2-emissons. The GEAR@SME project addresses the challenge of scaling up energy efficiency and renewable energy in SMEs and now published a handbook which describes its methodology developed within the project.

The handbook is designed to help any organization or individual who wants to support SMEs in their efforts to improve energy efficiency. The handbook explains a coordinated approach for addressing energy efficiency in SMEs, and aims to inspire and provide practical insights on this approach. "The handbook is useful for all organizations that want to address energy efficiency in collaboration with SMEs", says Ingrid Nyström from the consortium partner CIT (Sweden), such as SME associations, energy authorities, (local) governments, NGOs or research organizations, but also for local clusters of SMEs, business park managers, industry associations, local energy and climate advisors, or energy auditors.

The methodology described in the handbook starts from the hypothesis that SMEs can benefit from energy efficiency actions but have limited time and resources to implement them.

"We follow a collective approach, in which a local SME energy collective is supported by a Trusted Partner (a neutral actor like for example a commercial park operator), who also provides a linkage to Energy Service Suppliers and Multiplier Organizations and is vital for initiating activities and supporting the Trusted Partners", explains Ingrid Nyström, "Further support will be provided by the EnergyEfficientSME portal." Here organizations can find a network, material and tools linked to the methodology (<a href="https://www.energyefficientsme.eu">www.energyefficientsme.eu</a>- to be launched in Q3 of 2021).

The GEAR@SME handbook can be downloaded here: https://www.gearatsme.eu/handbook-for-an-integrated-gearsme-methodology/

Project Communication
Anna Brüning-Pfeiffer (BEA)
Email: <u>bruening-pfeiffer@berliner-e-agentur.de</u>
<a href="https://www.gearatsme.eu/">https://www.gearatsme.eu/</a>







#### Press release

December 16, 2021

### Energy saving: Now more than ever!

Against the background of multiple crises, the services of GEAR@SME become all the more important

Finding measures is currently a hot topic of debate in Brussels to counter rising energy prices in Europe. Rising energy prices, climate change and finally yet importantly, the Corona pandemic can affect small and medium-sized enterprises (SMEs) negatively. In view of the dark season, when a particularly large amount of electricity and energy is consumed and many SMEs receive their annual bill, it makes sense to draw up not only an annual but also an energy balance.

For us at GEAR@SME, this is a confirmation that our services and our offer are hitting a nerve right now. With our help, SMEs can reduce their energy consumption and thus also cut costs and reduce CO2 emissions. For some, this seems to be a lower priority in the short term in economically challenging times. Nevertheless, CEOs of SMEs should not underestimate the long-term savings.

Accordingly, 2021 was challenging for the GEAR@SME-team due to the pandemic, but nonetheless rich in events. We were able to publish our <a href="https://pendemo.org/hardbook">held numerous</a> online workshops in Italy, Germany, the Netherlands and Romania, and conduct energy scans in SMEs. A special highlight for our international team was the first non-online <a href="https://project.meeting.org/hardbook">project.org/hardbook</a>, in September. For a European project like ours, this is an important opportunity to strengthen cohesion within the consortium.

In addition, we are already looking forward to our upcoming activities in the New Year. Already in January, trainings for Trusted Partners will take place again. For example, on January the 20th in the Netherlands on the topic of Multiple Benefits of energy efficiency measures. In summary, we can say: Energy saving: Now more than ever!

**Project Communication** 

Anna Brüning-Pfeiffer (BEA)

Email: bruening-pfeiffer@berliner-e-agentur.de

https://www.gearatsme.eu/







#### Press Release

03.02, 2022

## Offer for SMEs in Berlin: Berlin Energy Agency helps save energy

Berlin - Rising energy prices and new climate protection requirements can be challenging for small and medium-sized enterprises (SMEs) and start-ups. The Berlin Energy Agency GmbH (BEA) therefore offers energy-saving consultations and other services free of charge for SMEs and start-ups in the greater Berlin area. As part of the EU project GEAR@SME, SMEs can take part in workshops and training sessions, but can also book direct in-house consulting services in the company, for example energy tours or energy scans that determine the energy-saving potential in the company.

"We are currently looking for companies in the Berlin area that want to join us on the path to energy efficiency and climate protection," says project manager Palmira Ugarte Berzal. The energy engineer knows: "There is still a lot of unused climate protection potential among SMEs that needs to be uncovered." This could also be beneficial for the companies, especially in view of the currently very high energy prices. The Berlin Energy Agency offers the following individually tailored initial consultations and on-site appointments:

#### For SMEs:

- Initial consultation for PV potentials
- Energy scans
- Climate tours
- Climate neutrality in SMEs
- GHG balance in SMEs
- Energy efficiency as part of the corporate strategy
- Climate protection for young employees

For network and business park managers:

- Training on multiple benefits of energy efficiency measures
- Load profile evaluation (electricity) . Training on the formation of an energy efficiency network
  - Training on collective energy projects
  - Tools for analysing energy consumption
  - · Database of best practices on energy efficiency
  - · Online networking portal







"SMEs can contact us and receive a service from us that is tailored to their individual needs," says Ugarte Berzal, "We show companies how they can save energy with little investment and effort, and explain to them how they can measure for themselves how sustainable or climate-friendly their SME is." All services are free of charge for the SMEs, as the GEAR@SME project is funded by the EU.

The next online workshop in the framework of GEAR@SME "Training on multiple benefits of energy efficiency measures" will take place on Wednesday 23.3.2022. You are welcome to register here. Participation is free of charge.

The GEAR@SME module manual lists the consulting services provided by the Berliner Energieagentur within the framework of this project: <u>Module Manual Gear@SME</u>

### Contact for booking the services:

Palmira Ugarte Berzal Unternehmensbereich Consulting

Telefon +49 30 29 33 30-54 ugarte-berzal@berliner-e-agentur.de



Project engineer Julie Silvestre presents the GEAR@SME project in the <u>video</u>. Visit the project on the <u>website</u> and social media:











### **Project Communication**

Dr. Anna Brüning-Pfeiffer (BEA)

Email: bruening-pfeiffer@berliner-e-agentur.de

www.gearatsme.eu



# 2.4 General presentation

The GEAR@SME press kit also includes a general presentation of the project. It is intended to provide journalists and other communicators with a simplified introduction to the project. The aim is to avoid obstacles to comprehension from the outset. The general presentation was written in English and will be translated into Dutch, German, Italian and Romanian. It is kept up to date and expanded or updated as required.









# Project background

GEAR@SME encourages and disseminates energy efficiency efforts in SMEs by:

- The introduction of "Trusted Partners". There role is to operate as an impartial actor to foster the establishment of a relationship between SMEs (demand side) and energy service providers (supply side). SMEs can undergo energy audits and implement energy-saving measures.
- 2. A "local collective approach" that allows the exchange of experiences and information based on affinity of interests and geographical proximity.
- 3. The introduction and use of the concept of "Multiple Benefits", additional benefits that can arise from energy efficiency measures.



# Approach

#### **GEAR@SME**

- underpins the role of Trusted Partners as a bridge to bridge the gap between local demand and supply of energy efficiency measures.
- provides evidence of the effectiveness of a local collective approach to overcome barriers for individual SMEs, such as lack of expertise and lack of (access to) finance.
- demonstrates the adaptability and flexibility of the collective methodology to national cultures and local circumstances











#### **GEAR@SME**

- improves the capacity of energy service providers to make interesting business proposals to SMEs based on the multiple benefits approach
- creates a lasting local cooperation between Trusted Partner, SMEs and energy service providers, which enables to develop an energy efficient culture in SMEs with active participation of all organizational levels and to increase the effectiveness of energy audit recommendations
- establishes a trend towards a growing number of local communities of Trusted Partners, SMEs and energy service providers focused on creating a community of practice for Trusted Partners.









## **Impacts**

- Primary energy savings and investments in energy savings
- Reductions in CO<sub>2</sub> emissions
- Market stakeholders with increased skills and long-lasting training schemes
- Number of enterprises with enhanced energy culture/sustainability of behavioral change













## **GEAR@SME** tasks and deliverables

- o Workshops and webinars for Trusted Partners, SMEs, stakeholders and policy makers
- Trainings on energy efficiency and multiple benefits
- o Database and search engine which connects SMEs to relevant energy service providers
- A set of administrative tooling which supports SMEs in contracting energy service providers
- o Online analysis and calculation toolset to activate and enable SMEs in taking EE measures
- o Summary of best practices for energy efficiency in SMEs (Database and report)
- Use Cases Synthesis report
- Lessons learned from promoting energy efficiency in SMEs (aimed at stakeholders)
- o recommendations to policy makers on how to promote energy efficiency in SMEs
- Providing a handbook
- A web portal for SMEs
- o A project video
- A final conference



Gear@SME

# Use Case Netherlands

Use Case: Platform Ondernemend

Meierijstad

Trusted partner: Platform Ondernemend

Meierijstad

Use Case Operator: CCS Energie-advies,

Deventer



https://pom.nl

8







# **Use Case Germany**

Use Case: Berlin Area / Berlin Adlershof Science City

Trusted partner: Wista Management GmbH
Use Case Operator: Berlin Energy Agency



© WISTA Management GmbH

www.adlershof.de



# **Use Case Italy**

Use Case: Roveri industrial disctrict, Bologna Trusted partner: Confindustria Emilia Use Case Operator: CertiMaC, ENEA and CNA



www.confindustriaemilia.it









## Use Case Romania

Use Case: Oradea Industrial Platforms
Trusted partner: Agenția de Dezvoltare Locală
Use Case Operator: Servelect (SVT) and
Technical University of Cluj-Napoca (TUCN)



#### www.adlo.ro



## Contact

### **Project Coordinator**

Dr. Karina Veum Nederlandse Organisatie voor Toegepast-Natuurwetenschappelijk Onderzoek (TNO), The Netherlands

Telephone: +31 631 952 486 Email: karina.veum@tno.nl









Subrscribe to our GEAR@SME Newsletter:





# 3 Newsletters

Newsletters will be published in GEAR@SME every 6 months after the website and Social Media channels were established. The first newsletter was published in February 2021, the second September 2021. The third newsletter will be published in February 2022. The newsletters are built via Mailchimp and then disseminated via the Email address distribution list, the GEAR@SME website and the social channels of the project and



partners (Twitter, Linked.in, Facebook). 102 people have currently subscribed to the newsletter.

The content of the newsletter summarises the latest news from the project. At the beginning of each newsletter there is an editorial written by one of the partners. Articles are then published along the following newsletter categories: GEAR@SME News, GEAR@SME Knowledge and GEAR@SME Events. As the newsletters are very long, they are presented once as a whole picture and then again in individual parts. They can also be read in the links provided.

### 3.1 Newsletter No. 1

Link to Newsletter: <a href="https://mailchi.mp/e1f19214c152/gearsme-newsletter-1">https://mailchi.mp/e1f19214c152/gearsme-newsletter-1</a>











Subscribe Past Issues Translate ▼ RSS À

View this email in your browser



#### **GEAR@SME Newsletter #1**



#### **Editorial**

Dear reade

SMEs are often prevented from implementing energy audits and energy savings measures due to a lack of expertise, time, capital, and also lack of support. With more than 25 million SMEs in Europe, this sector represents an enormous energy saving potential. For individual SMEs, it is challenging to find competent energy services suppliers (ESS), such as auditors, energy efficiency advisors, financial experts, and technology suppliers, who can provide the right services and advice. How do you assess the quality of their audit, advice, and products? How can you trust that your investment in energy efficiency measures will actually realize the promised energy savings and that you do not pay too much for their services?

Within GEAR@SME, we are developing an approach to address the uptake of energy efficiency measures in SMEs. Our overarching goal is to bridge the gap between SMEs on the one hand and those offering energy efficiency services on the other hand. Our approach is unique as we introduce the role of a **Trusted Partner**. The 'Trusted Partner' organizes, activates and engages the SMEs, and creates the right conditions for them. Further, we develop a local collective approach to energy efficiency in SMEs, based on geographic proximity e.g. a business park or an industrial area

Last but not least, we put to practice the **Multiple Benefits approach** to energy efficiency in SMEs.

At present, the impact of COVID on SMEs is on our radar. Not only does COVID prohibit us from meeting and getting to know the local context better, it is also challenging for SMEs and energy efficiency measures. Despite these challenges, we are convinced that SMEs are motivated to seek new opportunities and to define more sustainable business strategies.

One of the biggest challenges we are currently facing in the project is how to ensure that we deliver an approach that can be applied in all the EU member states, whilst also allowing for it to be adaptable to any local situation in the member states. The local context is quite different across the EU. This includes the number and types of SMEs, where they are located, cultures and customs are also very different as well as the types of actors and the regulatory context. Nevertheless, we are happy to announce that the first version of the GEAR@SME approach is finished. Soon, we will test it in use cases in four different countries: Germany, Italy, the Netherlands, and Romania. We are looking forward to putting this approach into practice and sharing with you the lessons learned!

Best, Karina Veum, consortium leader (TNO)







#### Introducing the consortium

Under the lead of TNO, the GEAR@SME approach is being developed by a multidisciplinary team with a wellbalanced distribution between research organizations, business services enterprises and multiplier organizations from six EU countries. More specifically, the consortium is composed of well-known research organizations (CIT, TNO and ENEA), innovative business services enterprises, experienced in the SME sector (BEA, CCS, CertiMac, Servelect and SYNYO), and multiplier organizations varying from branch associations (CLOK, CNA) to Chamber of Commerce (Germany) and university (TUCN).



#### We are online!

Since January 2021 you can find us online via our website and on social media via Twitter. On our Website and Twitter account we inform you about the news in our project, our consortium as well as about knowledge topics around energy efficiency and saving energy in SMEs. Register to our newsletter and be always up to date about our project!







### **GEAR@SME** Knowledge



#### A handbook for saving energy together

GEAR@SME guides through the process of supporting SMEs' energy efficiency. Read our <u>Interview with WP leader</u> Ingrid Nyström, Sweden.

Six months into the project - what are you and your team working on right now?

The WP partners in Romania, Italy, Germany, the Netherlands and Sweden are collectively developing a handbook for an integrated GEAR@SME methodology, which will be completed by the end of April.

Who will benefit from this handbook?

The handbook is designed to be helpful to any organization reaching out to support SMEs in their energy efficiency work. In the handbook, the relevant target groups are described as Trusted Partners, Multiplier Organizations and Energy Service Suppliers. In the long-run, the approach aims at benefitting both SMEs and society.

How?

The GEAR@SME project is aiming at a collective approach where SMEs, typically located in close proximity of each other, for example in the same industrial area or business park, are supported to become more energy efficient and sustainable. Using the handbook, stakeholders will be guided through the process of, e.g., supporting SMEs in their energy efficiency work, developing a collective approach and following up on results.

When will it be available?

It will be published and available for free from the GEAR@SME website later this spring.

#### **GEAR@SME** Events

Currently, we cannot provide information about any events in the GEAR@SME context. Please refer to future GEAR@SME newsletters for information on workshops, webinars and other events.

Copyright © 2021, GEAR@SME, All rights reserved.

Our mailing address is: bruening-pfeiffer@berliner-e-agentur.de

You can update your preferences or unsubscribe from this list

This email was sent to <<<u>Email Address>></u>
why did I get this? unsubscribe from this list update subscription preferences
GEAR@SME · Fasanenstraße 85 · Berlin 10623 · Germany

Grow your business with mailchimp



## 3.2 Newsletter No. 2

Link to Newsletter: <a href="https://mailchi.mp/d1d4d8843868/gearsme-newsletter-13422791?e=a50523e03d">https://mailchi.mp/d1d4d8843868/gearsme-newsletter-13422791?e=a50523e03d</a>





View this email in your browser



#### **GEAR@SME Newsletter #2**

September 2021



#### **Editorial**

Dear reader,

how can small and medium-sized enterprises (SMEs) save energy while contributing to climate protection and cutting costs? At GEAR@SME, we deal with this question on a daily basis.

Together with our local "Trusted Partners", whose key role is to foster a trustful relationship between SMEs and energy service providers, we want to support SMEs on their path to energy efficiency. That is why we are happy about every company that joins us on this journey - in keeping with our project motto "Saving energy together". In our Use Case in the Berlin area, we at the Berlin Energy Agency (BEA) work together with WISTA Management GmbH. Here we support SMEs in the Adlershof-Technology Park in Berlin. In personal discussions and workshops with the companies, we have found that the topic of climate neutrality in particular is attracting a great deal of interest. SMEs not only want to become more energy efficient, they also want to know how they can become climate neutral and what they need to do to achieve this. In doing so, they are not only interested in business cost savings, but the reasons are often to really contribute to climate protection.

We are pleased that small and medium-sized companies are taking responsibility for more climate protection and see this as a good sign for our further activities on site. In our first workshop in August, we explained to SMEs from Adlershof the concept and tools to achieve climate neutrality (see report on this below). Our second workshop in September addressed data collection on climate protection in SMEs, as this is the starting point of the path towards climate neutrality. And of course, more exciting activities will follow!

Yours,

Frederik Lottje from consortium partner Berlin Energy Agency GmbH (BEA)

Image: Building in which the BEA is located (Ludwig Erhard Haus in Berlin); Pixabay





### **GEAR@SME News**

27 September 2021

Project status - Review of the first year of GEAR@SME



Image: Pixabay

**Netherlands** - The GEAR@SME project entered into its second year! The first year has been marked by the composition of a handbook explaining our GEAR@SME approach, and the identification and activation of the key actors in the Use Cases. At the moment, the GEAR@SME approach is being tested in four business parks (Use Cases) in Germany, Italy, the Netherlands, and Romania. Meaning that, in collaboration with the key actors of the Use Cases, we are activating SMEs to get involved in energy efficiency in a collective way. Thanks to these efforts, 31 SMEs have already enhanced their energy culture and behavior by conducting energy scans through the GEAR@SME project!

The following months, we dedicate our efforts to developing training materials, tools and workshops for enhancing the implementation of the GEAR@SME approach and activating more business parks and SMEs. So keep an eye out on our media accounts, as we will soon launch the GEAR@SME Community of Practice and platform to share these resources, experiences and best practices!

By consortium leader TNO



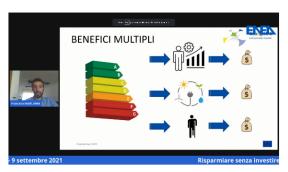


Image: ENEA

Ravenna - Is it expensive to save energy? And are high investments required to install capital-intensive equipment? In the webinar organized by ENEA as part of the GEAR@SME project in September, entitled "Saving at zero cost: how to deal with the free energy market", experts and representatives of small and medium-sized enterprises (SMEs) discussed these questions. The goal was to raise awareness among the more than 100 participants about how to reduce energy costs in SMEs.

First, SMEs should understand what is happening, believes Francesco Baidi of GEAR@SME partner ENEA. SMEs can benefit from many types of monitoring measures, with much of the information they need already included in their monthly energy bills: the amount of energy they use, how much they pay for it, when they use it, and more. This was explained by energy expert Biagio di Pietra from ENEA in his presentation, pointing out some simple but still not well known aspects, such as the hidden costs of reactive energy.

But what specifically can SMEs do after learning about their energy bills? The main goal of the GEAR@SME project is certainly to drive the implementation of energy efficiency measures, but sometimes, especially given the complexity of the free energy market, it is enough to avoid pitfalls in choosing the right energy supplier and the right energy contract. Saverio Magni of AssoEGE explained how this market works, the benefits it offers and the risks it poses, raising awareness of rising energy prices and how companies can deal with them.

This task can be overwhelming for an SME, especially the smallest ones. And yet, there are some alternatives to simply making a decision with a limited amount of expertise and information. Fabio Zambelli of CEE explained the experience of a well-known aggregator in which SMEs join forces and share their resources to obtain energy services, from the joint purchase of supply contracts to energy audits, under the supervision of an expert. At the end of the event, a fruitful, lively final discussion where a lot of opinions and views were exchanged.

By consortium partner ENEA



14 September 202

"Knowing your own energy consumption is the first step"

BEA workshop on climate neutrality with SMEs in Adlershof meets with great interest

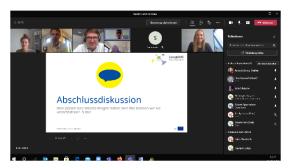


Image: BEA

Berlin – Climate neutrality is a state in which there is a balance between carbon emission and its absorption from the atmosphere into so-called carbon sinks. This is what participants learn at the very beginning of the workshop on climate neutrality offered by the Berlin Energy Agency (BEA) in Adlershof as part of the EU project GEAR@SME. This means that no more greenhouse gases are emitted that cannot be absorbed by nature or other sinks.

The transfer of know-how is one of the central goals of the project. Small and mediumsized enterprises (SMEs) at several locations in Europe are to be supported in reducing their carbon footprint with the help of workshops and training courses, but also by networking with each other.

SMEs alone cannot influence global climate neutrality, but they can become greenhouse gas neutral themselves and thus make a major contribution to climate protection. In addition, along the way, they can save money by saving energy.

This Thursday morning, several SME representatives from Adlershof came together digitally to learn what support they can receive through GEAR@SME. Some have already taken their first climate protection steps and now want to find out how they can improve further. Others are still at the very beginning and hope to benefit from the experience of others. Some participants come from the production sector, others from IT or finance. "I hope to get ideas and information on how to implement climate action in my daily doing as a finance officer," says one participant. Another participant hopes to expand her knowledge so that she, in turn, can motivate her corporate network in IT to save energy and network more.

From Julie Silvestre and Robert Spanheimer, both project managers at Berliner Energieagentur GmbH, which is implementing the GEAR@SME project in Adlershof in Germany together with WISTA GmbH, they learn which management systems can be used to measure and reduce the CO2 footprint and which steps need to be taken here.

They hear that the decision and definition towards a greenhouse gas neutral company must be made in the company management, but that the entire company must take this path together. Thus, internal communication and awareness raising among employees also plays a major role. "Knowing exactly what your own energy consumption is in production, for example, is the first step," says Robert Spanheimer, adding that only then can a reduction be methodically made and be permanent.

"We hope, of course, to reach as many small and medium-sized companies as possible in Adlershof and, in a second step, beyond, and to motivate them to network" emphasizes Spanheimer. It is important, he said, that the companies inform him of their knowledge needs so that BEA can make the appropriate offers in the coming months. Interested companies can therefore get in touch and ask for advice about their options.

By consortium partner <u>BEA</u>



### **GEAR@SME** Knowledge

Get to know our Use Cases!

GEAR@SME has four Use Cases in the Netherlands, Germany, Italy and Romania this time we present the Use Case in the Netherlands!



Country: Netherlands Use Case: Platform Ondernemend Meierijstad

Trusted partner: <u>Platform Ondernemend</u>
<u>Meierijstad</u>, Netherlands, Meierijstad **Use Case Operator:** CCS Energieadvies, Deventer, Netherlands

The Dutch Use Case is POM, Platform Ondernemend Meierijstad (POM). POM is a foundation that represents 900 SMEs within the boundaries of the municipality of Meierijstad. The foundation consists of a collaboration of multiple business associations, ONS (Schijndel), BtB Sint-Oedenrode and EBK (Erp). There are 9 businessparks within the municipality.

POM is also the Trusted Partner of the Use Case. Currently they are supporting the SMEs by perfoming the collective purchase of energy on the fixed and variable energy market. In addition they also provide administrative services and track the developments in the energy market to keep the SME updated of any changes. POM also provides collective waste management in which the SME pay per kg of waste. By monitoring the waste and tonnage, they give insights into unnecessary wasting of resources. All kinds of sectors are presented within the 900 SMEs but especially the logistics and food sectors are most prominent.

The GEAR@SME partner CCS is supporting POM in reaching SMEs to inform and motivating them to improve their energy efficiency by sharing knowledge and experience with POM so it can perform energy scans and give SMEs the tools to create energy efficiency reports. Furthermore by helping POM to find out the needs of the SMEs, giving trainings on how to motivate SMEs, support in creating a collective.

CCS is also offering free energy scans and aims to have helped 50 SMEs with an energy scan. POM is creating a website with success stories and references of entrepreneurs who have had an energy scan.

DOE (Duurzaam Ondernemend Energiek) was aiready initiated with POM, the municipality and the Rabobank to collectively work on reducing CO<sub>2</sub> emissions by 49% in 2030 at businesses. Supporting SMEs to save energy and generate renewable energy is part of this proposition.

POM has also big plans for sustainability. Apart from energy efficiency, they also initiated projects on hydrogen and an energy-trading platform. They already have an energy service supplier for solar energy and in the past, they have worked with a foundation to stimulate the use of LED-lightling. POM is able to reach a big part of the 900 SME though newsletters, promotional emails and personal contact. They want to inspire other SMEs with success stories through interviews and video is for which they call on Het Communicate Loket to carry out.









# 4 Project tweets

This section contains all posts that were posted on the project portal on Twitter. They were also posted on LinkedIn and Facebook. The Twitter channel of GEAR@SME started in January 2021. This section shows the Twitter screenshots as well as the corresponding links. According to the current status, 94 tweets were sent on the Twitter channel from January 2021 to February 2022.

### https://twitter.com/CertiMaC/status/1304048457582288898



### https://twitter.com/CCSenergie/status/1334529433634476036





### https://twitter.com/BEA\_Energie/status/1305827355022286849



### https://twitter.com/GearSME2/status/1346371465155903489



### https://twitter.com/TNO Research/status/1283744056728748033





#### https://twitter.com/GearSME2/status/1356969243020001280









Gear@SME - Saving... · Mar 30, 2021 · · · · A #handbook for saving #energy together! This will be published by GEAR@SME soon! We support organizations to help #SMEs in their #energyefficiency work. Read the #interview with our colleague Ingrid Nyström from #Sweden!



#### https://twitter.com/ChalmersIndustr/status/1376858497241993216





#### https://twitter.com/GearSME2/status/1382321074340237313



#### https://twitter.com/GearSME2/status/1382324290708733955







#### https://twitter.com/GearSME2/status/1432623437609152516









#### https://twitter.com/GearSME2/status/1437441728953389060







#### https://twitter.com/GearSME2/status/1438071712785092614



#### https://twitter.com/Technologiepark/status/1440217494921179138









Gear@SME - Saving energy to... · Sep 29, 2021 · · · · #Interviews, projects updates and lots of informations about our Use Cases in the #Netherlands, #Italy, #Germany and #Romania as well as about #energy saving in #SMEs - read our second GEAR@SME #newsletter! mailchi.mp/d1d4d8843868/g...



#### https://twitter.com/GearSME2/status/1443532189413646337



0

17

Gear@SME - Saving energy t... · Sep 30, 2021 · · · A good #cafe and #italian #pastries for strength and then we're off: at our first non-digital GEAR@SME project meeting in beautiful #Bologna, heads are spinning and ideas are igniting! Together we help #SMEs in #Europe to save #energy!



 $\bigcirc$  1

1

ılı



#### https://twitter.com/CertiMaC/status/1443601107339599873











Gear@SME - Savi... · Oct 12, 2021 · · · · Certimac and @cnaravenna in partnership with @ENEAOfficial and Confindustria Emilia organize the GEAR@SME webinar: Energy efficiency, what opportunities for SMEs?

Wednesday 20 October, 16.30 - 18.00

Full details → bit.ly/3lmC3nz



#### https://twitter.com/CertiMaC/status/1450423911661846528



Certimac | Materi... · Oct 19, 2021 ···· "Efficienza energetica, quali opportunità per le #PMI?"

Vi aspettiamo domani al webinar organizzato da Certimac e @cnaravenna - in collaborazione con @ENEAOfficial e Confindustria Emilia.





You and CNA Ravenna













Full of #joy and a lot of positive #energy in the #luggage: read the #report on our 2nd GEAR@SME progress meeting - our first in real-life! Our partners from across #Europe met in medieval city of #Bologna in order to to support #SMEs saving energy! gearatsme.eu/recharging-in-...



You and 9 others









ılı

#### https://twitter.com/CertiMaC/status/1468248484864274435



Due giorni di incontri, laboratori e focus group sui temi dell'energia per sensibilizzare sulle #comunitàenergetiche imprese e cittadini dell'area industriale Roveri e del quartiere il Pilastro.

10 e 11 dicembre 2021









#### https://twitter.com/GearSME2/status/1477923503789817859



Gear@SME - Saving ener... · Jan 3 ··· GEAR@SME wishes all #SMEs, partners and interested parties a happy and #climate-friendly 2022! Saving #energy together also in the #NewYear \*\*! Stay informed about our activities via gearatsme.eu



Berliner-E-Agentur and 9 others





#### https://twitter.com/EuInnoveas/status/1483767545853267969









Gear@SME - Saving en... · Jan 20 · · · · How can #energyefficiency be implemented in #industrial parks? This was discussed at the #workshop by GEAR@SME partners #Servelect and the Technical University of Cluj-Napoca in #Romania.



SERVELECT and 9 others

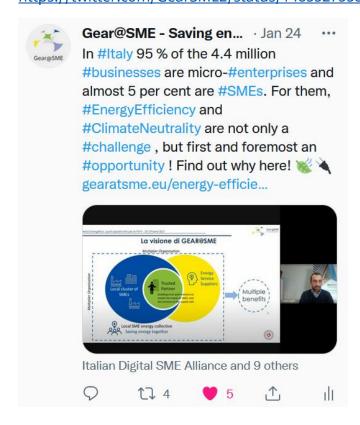
















Gear@SME - Saving en... · Jan 24 · · ·

Rising #energy prices and requirements to achieve #climateneutrality are #challenges for #SMEs. The @BEA\_Energie offers consultations and other services for SMEs free of charge. Watch the video with Project #engineer Julie Silvestre! youtu.be/rUsm7zFm4QA via @YouTube



#### https://twitter.com/CertiMaC/status/1488148557161017347

↑ You Retweeted



Certimac | Materiali Ene... · Jan 31 · · · Per le #PMI in Italia I'#EnergyEfficiency e la #ClimateNeutrality non sono solamente una sfida, ma prima di tutto una opportunità!

Scopri i principali provvedimenti e incentivi offerti dal settore. Guarda il webinar <u>bit.ly/314AhQf</u>

#### @GearSME2







Gear@SME - Saving ene... · Feb 3 · · · · Offer for #SMEs in #Berlin:

@BEA\_Energie helps save #energy! As

part of the #EU project @GearSME2
SMEs can take part in #workshops and
#training sessions, but can also book
direct in-house #consulting services.
gearatsme.eu/wp-content/upl...



TNO Research and 9 others









ılı

#### https://twitter.com/GearSME2/status/1489262620053958657



Gear@SME - Saving ene... · Feb 3 · · ·

Angebot für #KMU in #Berlin:

@BEA\_Energie

hilft beim #Energie sparen! Im Rahmen des #EU-Projekts @GearSME2 können KMU an #Workshops und #Schulungen teilnehmen, aber auch direkt Inhouse-#Beratungsleistungen buchen. Jetzt anmelden! gearatsme.eu/wp-content/upl...



Handwerkskammer Berlin and 9 others



1

**9** 3

 $\triangle$ 

ılı





Gear@SME - Saving ene... · Feb 8 ··· Interesting report by the #OECD on: "No #NetZero in #SMEs - Exploring the key issues for #greening SMEs and green #entrepreneurship"! Definitely read! gearatsme.eu/no-net-zero-wi...















## 5 Monitoring of communication activities

Nr	Date	Channel	Communication activity	Partner	Language	Link	Numbers o participants visitors
1	06.07.2021	Website Trusted partner	primary dissemination	BEA	German	https://www.adlershof.de/news/adlershof- spart-energie-seid-dabei/	
2	31.08.2021	GEARatSME Website	primary	BEA	English	https://www.gearatsme.eu/interview-with-	
			dissemination		-	pieter-minnee-platform-entrepreneurial-	
						meierijstad-pom-the-trusted-partner-in-the-	
3	02 09 2021	POTENZIAL	External	BEA	German	netherlands/ https://www.adlershof.de/news/gemeinsam-	
,	02.03.2021	I OTENZENE	dissemination	BEA	German	zur-energieeffizienz/	
4	14.09.2021	GEARatSME Website	primary	BEA	English	https://www.gearatsme.eu/knowing-your-own-	
			dissemination			energy-consumption-is-the-first-step-first-bea-	
5	20.09.2021	Twitter	Secondary	BEA		workshop-on-climate-neutrality/ https://twitter.com/CertiMaC/status/144360110	
J	20.03.2021	i witter	dissemination	DLA		7339599873	
6	21.09.2021	Website of Technologiekreis	External	BEA	German	https://www.tk-adlershof.de/aktuelles/	
		Adlershof	dissemination				
7	23. Sep 21	Website of Trusted partner Adlershof	External dissemination	BEA	German	https://www.adlershof.de/termin/event/23-09- 2021-online-workshop-datenerfassung-zum-	
		Adiershor	uissemmation			klimaschutz-in-kleineren-und-mittleren-	
						unternehmen-k/	
8	23.09.2021	GEARatSME Website	Primary	BEA	English	https://www.gearatsme.eu/without-data-	
9	20 00 2024	GEARatSME Website	dissemination	BEA	English	everything-is-nothing/	
9	50.09.2021	GLARALDIVIE WEDSILE	Primary dissemination	DEM	Linguisti	https://www.gearatsme.eu/recharging-in-an- energising-city/	
10	07.10.2021	Twitter	Secondary	BEA		https://twitter.com/GearSME2/status/14460833	
			dissemination			27203631107	
11	16.12.2021	Twitter	Secondary	BEA		https://twitter.com/GearSME2/status/14715355	
12	03.01.2022	Twitter	dissemination Secondary	BEA		85420525570 https://twitter.com/GearSME2/status/14779235	
	05.01.2022	· · · · · · · · · · · · · · · · · · ·	dissemination	DE, (		03789817859	
13	20.01.2022	Twitter	Secondary	BEA		https://twitter.com/GearSME2/status/14841048	
			dissemination			06729986050	
14	24.01.2022	Website	Primary dissemination	BEA	German	https://www.berliner-e- agentur.de/presse/angebot-fuer-kmus-berlin-	
			uissemmation			berliner-energieagentur-hilft-beim-	
						energiesparen	
15	24.01.2022	GEARatSME Website	Primary	BEA	English	https://www.gearatsme.eu/berlin-energy-	
16	24.01.2022	Twitter	dissemination Secondary	BEA		agency-helps-smes/ https://twitter.com/GearSME2/status/14856408	
10	24.01.2022	i witter	dissemination	BEA		32925458440	
17	28.01.2022	StartGreen Website	External	BEA	German	https://start-	
			dissemination			green.net/aktuelles/nachrichten/angebot-fur-	
						kmus-berlin-berliner-energieagentur-hilft-beim- energiesparen/	
18	31.01.2022	IHK Newsletter	Primary	BEA	German	https://news.berlin.ihk.de/html_mail.jsp?param	
			dissemination			s=CK1477nN2Q%2BzOHWAyHgMlm99XDjJpI5qZ	
						4hmUKnpiDoK4bqReSoVzONTPq91RmNqlNVBH	
						at6zWNRyT9NBsBi85kfa4ZDZx%2FVfgtG7kJrIIA%	
19	03.02.2022	Twitter	Secondary	BEA		https://twitter.com/GearSME2/status/14892626	
			dissemination			20053958657	
20	08.02.2022	Twitter	Secondary	BEA		https://twitter.com/GearSME2/status/14909183	
21	31.08.2022	Twitter	dissemination Secondary	BEA		37916043264 https://twitter.com/GearSME2/status/14326234	
۱ ک	51.00.2022	···········	dissemination	SEA		37609152516	
22	30.09.2022	Twitter	Secondary	BEA		https://twitter.com/BEA_Energie/status/144357	
			dissemination	L	_	9087268712455	
	Dec 2020 + Jan 2021	Website + Twitter	primary	BEA	German	https://www.berliner-e-	
	juii 202 l		dissemination			agentur.de/energiesparpotenziale-von-kmu- heben	
24	May 2020	Website	primary	BEA	German	https://www.berliner-e-agentur.de/presse/bea-	
			dissemination			beteiligt-sich-zwei-von-der-eu-gefoerderten-	
25		Twitter	Secondary	BEA	1	<u>internationalen-projekten</u>	
23		I WILLE!	dissemination	DLA			
26	08.09.2021	MKB Energy CheckUp	External	ccs	Dutch	https://energycheckup.nl/actueel/bedrijventerr	
			dissemination		ļ	einaanpak-samen-energie-besparen/	
27	Dec 2020	Website	primary	ccs	Dutch	https://www.ccsenergieadvies.nl/nieuws/gears	
29	Dec 2020	Website	dissemination primary	ccs	Dutch	me-projectupdate/ https://www.ccsenergieadvies.nl/nieuws/ccs-	
20	DCC 2020	coanc	dissemination		Jucai	werkt-mee-aan-project-gearsme/	
29	Dec 2020	Twitter	Secondary	ccs	Dutch	https://twitter.com/CCSenergie/status/1410584	
			dissemination			064374026242	
30	n.n.	Linked.in	Secondary dissemination	CCS	n.n.	https://www.linkedin.com/posts/cornelissen- consulting-services-b-vgearsme-	
			uisseiiiildillil			projectupdate-ccs-energie-advies-activity-	





31	Sep 20	Website	primary	Certimac	Italian	https://www.certimac.it/IT/Newsroom/News/ef	
			dissemination			ficienza energetica PMI gear sme	
32	Sep 20	Website	primary	Certimac	English	https://www.certimac.it/EN/Newsroom/News/e	
22	C 20	I tedar of te	dissemination	C - utilus	T4 - 1:	nergy efficiency gear SME	
33	Sep 20	Linked.in	Secondary dissemination	Certimac	Italian	https://www.linkedin.com/feed/update/urn:li:activity:6709820198611894272	
34	San 20	Facebook	Secondary	Certimac	Italian	https://www.facebook.com/certimac/posts/664	
34	3cp 20	lacebook	dissemination	Certimac	Italian	546897502594	
35	Sep 20	Twitter	Secondary	Certimac	Italian	https://twitter.com/CertiMaC/status/130404845	
			dissemination			7582288898	
36	31. Aug 21	Twitter	Secondary	Certimac	Italian	https://twitter.com/CertiMaC/status/143263434	
			dissemination			5710407684	
37	02. Sep 21	Website	Event notice	Certimac	Italian	https://www.certimac.it/IT/Newsroom/Eventi/w	
						ebinar_mercato_libero_energia_ENEA	
38	03. Sep 21	Facebook	Secondary	Certimac	Italian	https://www.facebook.com/certimac/posts/895	
39	03. Sep 21	Linkadia	dissemination Secondary	Certimac	Italian	107177779897   https://www.linkedin.com/feed/update/urn:li:a	
39	05. 3ep 21	Linkeu.iii	dissemination	Certimac	Italiali	ctivity:6839497264327622656/	
40	03. Sep 21	Twitter	Secondary	Certimac	Italian	https://twitter.com/CertiMaC/status/143372928	
10	03. 3cp 21	- Witter	dissemination	ceramae	Italian	2203860994	
41	07.09.2021	Linkedin	Secondary	Certimac	Italian		219 views
			dissemination			ctivity:6840947562581651457	
42	28.09.2021	Linkedin	Secondary	Certimac	Italian		214 views
			dissemination	1		ctivity:6848571753426391040	
43	30.09.2021	Linkedin	Secondary	Certimac	Italian		504 views
4.4	08.10.2021	Linkodin	dissemination	Cortimos	Italian	ctivity:6849363418399416320 https://www.linkedin.com/feed/update/urn:li:a	180 views
44	08.10.2021	Linkedin	Secondary dissemination	Certimac	Italian	ctivity:6852164750441250816	180 views
45	08.10.2021	Facebook	Secondary	Certimac	Italian	https://www.facebook.com/certimac/posts/916	12 views
43	00.10.2021	racebook	dissemination	Certimac	Italiaii	786345611980	12 views
46	12.10.2021	Twitter	Secondary	Certimac	Italian	https://twitter.com/CertiMaC/status/144794725	599 views
			dissemination			6951447557	
47	19.10.2021	Linkedin	Secondary	Certimac	Italian	https://twitter.com/CertiMaC/status/145042391	235 views
			dissemination			1661846528	
48	19.10.2021	Twitter	Secondary	Certimac	Italian	https://www.linkedin.com/feed/update/urn:li:a	251 views
			dissemination	ļ		ctivity:6856190803446906880	10.1
49	19.10.2021	Facebook	Secondary	Certimac	Italian	https://www.facebook.com/certimac/posts/924	10 views
50	26.10.2021	Linkadin	dissemination Secondary	Certimac	Italian	300464860568 https://www.linkedin.com/feed/update/urn:li:a	269 views
30	20.10.2021	Linkeum	dissemination	Certifiac	Italiali	ctivity:6858754504406380545	209 VIEWS
51	26.10.2021	Twitter	Secondary	Certimac	Italian	https://twitter.com/CertiMaC/status/145298342	139 views
			dissemination			2096482304	
52	26.10.2021	Facebook	Secondary	Certimac	Italian	https://www.facebook.com/certimac/posts/929	9 views
			dissemination			568741000407	
53	07.12.2021	Website	Secondary	Certimac	Italian	https://certimac.it/newsroom/roveri-energy-	92 views
			dissemination			days-2021	
54	07.12.2021	Linkedin	Secondary	Certimac	Italian		329 views
55	07.12.2021	Twitter	dissemination Secondary	Certimac	Italian	ctivity:6874012554667016192 https://twitter.com/CertiMaC/status/146824848	119 views
33	07.12.2021	I AAUTEC	dissemination	Ceruillac	Italiali	4864274435	113 VICVS
56	07.12.2021	Facebook	Secondary	Certimac	Italian	https://www.facebook.com/certimac/posts/956	17 views
			dissemination			504474973500	
57	31.01.2022	Twitter	Secondary	Certimac	Italian	https://twitter.com/CertiMaC/status/148814855	31 views
			dissemination			7161017347	
58	20.10.2021	GEARatSME Website	Primary	Certimac/	English	https://www.gearatsme.eu/energy-efficiency-	
$\sqcup$			dissemination	BEA	1	an-opportunity-for-smes/	
59	Sep 20	Website	primary	CIT	Swedish		Unique page views:
			dissemination		1	ytt-eu-projekt-med-fokus-pa-	77
60	Can 20	Linked.in	Secondary	CIT	Swedish	energieffektivisering-i-smaforetag/ https://www.linkedin.com/feed/update/urn:li:a	560 followers
00	3ep 20	LIIINEU.III	dissemination	C11	Swearsi	ctivity:6716251313295908864	Job Tollowers
61	22.01.2021		Presentation	CIT	Swedish	presentation of GEAR for the entire CIT	90
				1		organisation (group of about 90 employees with	
					1	broad professional networks towards industry,	
					1	SMF, academia and in relation to different	
$\sqcup$				1	1	aspects of sustainable development)	
62	Apr 21	Twitter	Secondary	CIT	Swedish	https://twitter.com/ChalmersIndustr/status/138	1980 followers
			dissemination			2349141901201412?s=20	





63	Apr 21	Linked.in	Secondary dissemination	CIT	Swedish	https://www.linkedin.com/feed/update/urn:li:activity:6788381529560104960	560 followers
64	Apr 21	Linked.in	Secondary dissemination	CIT	Swedish	https://www.linkedin.com/feed/update/urn:li:a	560 followers
65	05.05.2021	Twitter	Secondary dissemination	CIT	Swedish	ctivity:6788380050220703744 https://twitter.com/ChalmersIndustr/status/138 9953860383424513?s=20)	1980 followers
66	25.05.2021		Presentation	CIT	Swedish	Presentation of GEAR for Energikontor Väst (a regional energy office in the region of Västra Götaland, who could have a potential role as both Trusted Partner and Multiplier organization at the regional level)	2
67	03.06.2021		Presentation	CIT	Swedish	Presentation of GEAR for Energikontor Halland (a regional energy office in the region of Halland, with the same role as above) and a group of about 8 SMEs, involved in regional Energy Efficiency Networks of Halland.	10
68	Sep 21	Linked.in	Secondary dissemination	CIT	Swedish	https://www.linkedin.com/posts/cit-ie_about- gearsme-activity-6843142240743780352-IUkh/	560 followers
69	Sep 21	Linked.in	Secondary dissemination	CIT	Swedish	https://www.linkedin.com/posts/cit- ie_webinarreeks-verduurzaming-en-renovatie- van-activity-6843145251100598273-qaMh/	560 followers
70	Sep 21	Linked.in	Secondary dissemination	CIT	Swedish	https://www.linkedin.com/posts/cit-ie_gearsme- is-hosting-a-workshop-in-german-activity- 6843148546649141249zn3/	560 followers
71	02. Sep 21	Linked.in	Secondary dissemination	CIT	Swedish	https://www.linkedin.com/posts/cit-ie_eu- project-funds-networks-promoting-energy- activity-6840646220503891969-9Zue/	560 followers
72	06. Sep 21	Linked.in	Secondary dissemination	CIT	Swedish	https://www.linkedin.com/posts/cit-ie_use- cases-gearsme-activity-6838805391019663361- U_Qs/	560 followers
73	06. Sep 21	Twitter	Secondary dissemination	CIT	Swedish	https://twitter.com/GearSME2/status/14347557 26640095233	1980 followers
74	17.09.2021	Linked.in	Secondary dissemination	CIT		https://www.linkedin.com/feed/update/urn:li:a ctivity:6844598707585859584	560 followers
75	27.09.2021	Twitter	Secondary dissemination	CIT		https://twitter.com/GearSME2/status/14380441 52260874240?s=20	1980 followers
76	29.09.2021	Linked.in	Secondary dissemination	CIT		https://www.linkedin.com/feed/update/urn:li:activity:6848927860585971712	560 followers
77	29.09.2021	Twitter	Secondary dissemination	CIT		https://twitter.com/GearSME2/status/14431622 44154597384?s=20	1980 followers
78	29.09.2021	Linked.in	Secondary dissemination	CIT		https://www.linkedin.com/feed/update/urn:li:a ctivity:6848933532874637312	560 followers
79	01.10.2021	Linked.in	Secondary dissemination	CIT		https://www.linkedin.com/feed/update/urn:li:a ctivity:6849653945632075776	560 followers
80	01.10.2021	Linked.in	Secondary dissemination	CIT		https://www.linkedin.com/feed/update/urn:li:activity:6849689463405211648	560 followers
81	06.10.2021	Linked.in	Secondary dissemination	CIT		https://www.linkedin.com/feed/update/urn:li:a ctivity:6851854422222360576	560 followers
82	06.10.2021	Twitter	Secondary dissemination	CIT		https://twitter.com/GearSME2/status/14460833 27203631107?s=20	1980 followers
83	15.10.2021	Twitter	Secondary dissemination	CIT		https://www.linkedin.com/posts/cit- ie_efficienza-energetica-quali- opportunit%C3%A0-activity- 6854786960637087745-XHZm	560 followers
84	21.01.2022	LinkedIn	Secondary dissemination	CIT		https://www.linkedin.com/feed/update/urn:li:activity:6889911436072632321	560 followers
85	22.01.2022	LinkedIn	Secondary dissemination	CIT		https://www.linkedin.com/feed/update/urn:li:a ctivity:6889906628477493248	560 followers
86	23.01.2022	Twitter	Secondary dissemination	CIT		https://twitter.com/GearSME2/status/14838393 59023517702?s=20	1980 followers
87	24.01.2022	Twitter	Secondary dissemination	CIT		https://twitter.com/GearSME2/status/14841048 06729986050?s=20	1980 followers
88	20.02.2022	LinkedIn	Secondary dissemination	CIT		https://www.linkedin.com/feed/update/urn:li:activity:688991143607	<u>2632321</u>





				_			
89	21.02.2022	LinkedIn	Secondary dissemination	CIT		https://www.linkedin.com/feed/update/urn:li:activity:6889906628477493248	
90	22.02.2022	Twitter	Secondary	CIT		https://twitter.com/GearSME2/status/14838393	
91	23.02.2022	Twitter	dissemination Secondary	CIT		59023517702?s=20   https://twitter.com/GearSME2/status/14841048	
			dissemination			06729986050?s=20	
92	24.02.2022	LinkedIn	Secondary	CIT		https://www.linkedin.com/posts/gear-	
			dissemination			sme_energy-efficiency-an-opportunity-for-smes- activity-6891294167562358784-XBnU	
93	25.02.2022	Twitter	Secondary	CIT		https://twitter.com/GearSME2/status/14855275	
			dissemination			58984773633?s=20	
94	26.02.2022	Twitter	Secondary dissemination	CIT		https://twitter.com/EuInnoveas/status/1483767 545853267969?s=20	
95	27.02.2022	Twitter	Secondary	CIT		https://twitter.com/GearSME2/status/14715355	
			dissemination			85420525570?s=20	
- 1	ا	Twitter	Secondary	CIT	English	https://twitter.com/GearSME2/status/14326234	1980 followers
$\overline{}$	2021 March 2021	NEwsletter	dissemination Secondary	CIT	Swedish	37609152516?s=20 https://mailchi.mp/chalmersindustriteknik.se/m	900 subscribers
			dissemination			bmwlm0myi-4933689?e=473412e9ab	
98	May 2021	Website	primary	CIT	Swedish		Unique page views:
00	May 2021	Linked.in	dissemination Secondary	CIT	Swedish	earsme-metodiken-beskrivs-i-ny-handbok/ https://www.linkedin.com/posts/cit-	6 likes, 560
99	IVIAY 2021	Linked.in	dissemination	CII	Swedish	ie_handbook-for-an-integrated-gearsme-	followers
						methodology-activity-6795721689884848128-	
						AAFT	
100	May 2021	Linked.in	Secondary dissemination	CIT	Swedish	https://www.linkedin.com/feed/update/urn:li:activity:6795721689884848128	560 followers
101	Oct 2020	Newsletter	Secondary	CIT	Swedish	https://us6.campaign-	900 subscribers
			dissemination			archive.com/?u=df044ffc7cb871fcb613accd6&id=	
100		T ::	C	CIT		9f3da476c5	
102		Twitter	Secondary dissemination	CIT		https://twitter.com/ChalmersIndustr/status/147 1818338070372358?s=20	
103		Twitter	Secondary	CIT		https://www.linkedin.com/posts/cit-ie_brussels-	
			dissemination			energyprices-europe-activity-	
104		LinkedIn	Cocondon	CIT	-	6877532286229852160-WLRH	
104		Linkedin	Secondary dissemination	CII		https://www.linkedin.com/posts/gear- sme_energy-efficiency-an-opportunity-for-smes-	
						activity-6891294167562358784-XBnU	
105		Twitter	Secondary	CIT		https://twitter.com/GearSME2/status/14855275	
106		Twitter	dissemination Secondary	CIT	-	58984773633?s=20   https://twitter.com/EuInnoveas/status/1483767	
100		1 Witter	dissemination	CII		545853267969?s=20	
107		Twitter	Secondary	CIT		https://twitter.com/GearSME2/status/14715355	
100		CEAD-+CME W-b-it-	dissemination	CIT	Fli-l-	85420525570?s=20 https://www.gearatsme.eu/handbook-for-an-	2
108		GEARatSME Website	Primary dissemination	CIT	English	integrated-gearsme-methodology/	f
109		Twitter	Secondary	CIT		https://twitter.com/ChalmersIndustr/status/147	1980 followers
			dissemination			1818338070372358?s=20	
110		Twitter	Secondary dissemination	CIT		https://www.linkedin.com/posts/cit-ie_brussels- energyprices-europe-activity-	560 followers
			disserimation			6877532286229852160-WLRH	
111		LinkedIn	Secondary	CIT		https://www.linkedin.com/posts/gear-	560 followers
			dissemination			sme_energy-efficiency-an-opportunity-for-smes	
112		Twitter	Secondary	CIT		activity-6891294167562358784-XBnU https://twitter.com/GearSME2/status/14855275	1980 followers
			dissemination		<u> </u>	58984773633?s=20	
113		Twitter	Secondary	CIT		https://twitter.com/EuInnoveas/status/1483767	1980 followers
114		Twitter	dissemination Secondary	CIT	+	545853267969?s=20 https://twitter.com/GearSME2/status/14715355	1980 followers
			dissemination		1	85420525570?s=20	.550 TOHOWETS
		Website	primary	CNA	Italian	https://www.ra.cna.it/progetto-gearsme/	
	11.01.2021		I diacamainatian				
115		Newslatter	dissemination	CNA	Italian	https://mailchef./dem.it/web.browser.php?p=	4000
115		Newsletter	primary dissemination	CNA	Italian	https://mailchef.4dem.it/web_browser.php?p= Q2FtcGFpZ25JRD0yOTA1OTF8fHx8RW1haWxJRD	4000
115		Newsletter	primary	CNA	Italian		4000
115	03.08.2021	Newsletter  Newsletter	primary	CNA	Italian Italian	Q2FtcGFpZ25JRD0yOTA1OTF8fHx8RW1haWxJRD	4000





118	09.09.2021	GEARatSME Website	Primary dissemination	ENEA	English	https://www.gearatsme.eu/energy-saving-at-zero-cost/	
119	July 2020	Website	primary dissemination	ENEA	Italian	https://www.efficienzaenergetica.enea.it/vi- segnaliamo/presentato-il-progetto-gear-sme- enea-tra-i-partner.html	
120	10.12.2022	GEARatSME Website	Primary dissemination	ENEA/ BEA	English	https://www.gearatsme.eu/building-an-energy- saving-community-together/	
121	31.08.2021	Twitter	Secondary dissemination	Project	English	https://twitter.com/GearSME2/status/14326234 37609152516	
122	01.02.2022	Servelect website	Primary dissemination	SVT	Romanian	https://servelect.ro/project/gearsme-generate- energy-efficient-acting-and-results-at-small- medium-enterprises/	26 page views
123	02.02.2021	Facebook	Secondary dissemination	SVT	Romanian	https://www.facebook.com/Servelect.Romania/ posts/3469657123102411	230
124	02.02.2021	Linked.in	secondary dissemination	SVT	Romanian	https://www.linkedin.com/feed/update/urn:li:a ctivity:6762332908922437632/	
125	02.12.2021	Servelect website - workshop	primary dissemination	SVT	Romanian	https://servelect.ro/webinar-eficienta- energetica-si-solutii-inovatoare-pentru-parcuri- industriale/	315 page views
126	03.06.2021	Facebook	Secondary dissemination	SVT	Romanian	https://www.facebook.com/Servelect.Romania/ posts/3810944945640292	152
127	03.06.2021	Linked.in	Secondary dissemination	SVT	Romanian	https://www.linkedin.com/feed/update/urn:li:activity:6806203338019913728/	
·	08.12.2021	Facebook	Secondary dissemination	SVT	Romanian	posts/4370567846344663	431 people reached
129	08.12.2021	Linked.in	Secondary dissemination	SVT	Romanian	https://www.linkedin.com/feed/update/urn:li:a ctivity:6874294058718683136	580 impressions
130	10.01.2021	Servelect website	Primary dissemination	SVT	Romanian	https://servelect.ro/reducerea-consumului-de- energie-acum-mai-importanta-ca-niciodata/	
131	10.02.2022	Linked.in	Secondary dissemination	SVT	Romanian	https://www.linkedin.com/feed/update/urn:li:a ctivity:6897495490103971840	181 impressions
132	10.02.2022	Facebook	Secondary dissemination	SVT	Romanian	https://www.facebook.com/Servelect.Romania/ posts/4609380539130058	162 people reached
133	12.07.2021	Mediafax Comunicate website	External dissemination	SVT	Romanian	http://comunicate.mediafax.biz/Pages/Public/Comunicate.aspx?comunicatId=15199	
134	12.07.2021	LoLu website	External dissemination	SVT	Romanian	https://lolu.ro/2021/07/12/servelect-sustine- imm-urile-in-imbunatatirea-eficientei- energetice-prin-intermediul-proiectului-h2020-	
135	12.07.2021	Mediafax Comunicate website	External dissemination	SVT	Romanian	<pre>gearsme/ http://comunicate.mediafax.biz/Pages/Public/C omunicate.aspx?comunicatId=15199</pre>	
136	12.07.2021	LoLu website	External dissemination	SVT	Romanian	https://lolu.ro/2021/07/12/servelect-sustine- imm-urile-in-imbunatatirea-eficientei- energetice-prin-intermediul-proiectului-h2020- qearsme/	
137	15.06.2021	Radio interview (Napoca Live)	Presentation	SVT	Romanian	https://fb.watch/727i_ROq_A/	4100
138	17.07.2020	Linked.in	Secondary dissemination	SVT	Romanian	https://www.linkedin.com/posts/servelect_gear sme-accelerates-energy-efficiency-in-activity- 6689879336079687680-Zseb	
139	20.05.2021	Servelect website	primary dissemination	SVT	Romanian	https://servelect.ro/sustinem-imm-urile-in- imbunatatirea-eficientei-energetice-prin- proiectul-h2020- gearsme/?fbclid=iwAR2zTTktoenDzvOPivpK7ky hG5HYhb-c9BAQIEVS3BZJYgT9b8JZKK6B9hM	42
140	21.01.2022	Facebook	Secondary dissemination	SVT	Romanian	https://www.facebook.com/Servelect.Romania/ posts/4535638499837596	175 peoples reached
141	21.01.2022	Linked.in	Secondary dissemination	SVT	Romanian	https://www.linkedin.com/feed/update/urn:li:a ctivity:6890226258727239680	214 impressions
142	21.12.2021	RE-COGNITION website	External dissemination	SVT	Romanian	https://re-cognition-project.eu/2021/12/21/re-cognition-at-geatsme-workshop/	
143	26.04.2021	Facebook	Secondary dissemination	SVT	Romanian	https://www.facebook.com/Servelect.Romania/ posts/3699895870078534	175 peoples reached
144	26.04.2021	Linked.in	Secondary dissemination	SVT	Romanian	https://www.linkedin.com/feed/update/urn:li:activity:6792420647571140608/	
145	27.05.2021	Newsletter	Secondary dissemination	SVT	Romanian	https://mailchi.mp/d33555ac3311/noutati- samer?e=[UNIQID]	216





146	28.06.2021	Facebook	Secondary	SVT	Romanian	https://www.facebook.com/Servelect.Romania/	169
			dissemination			posts/3877314472336672	
147	28.06.2021	Linked.in	Secondary	SVT	Romanian	https://www.linkedin.com/feed/update/urn:li:a	
			dissemination			ctivity:6815240601701822464/	
148	17.07.2020	Facebook	Secondary	SVT	Romanian	https://www.facebook.com/Servelect.Romania/	16
4.40	10.05.0004	N 134/ 1 1	dissemination	CLET O THICK		posts/2926033837464745	10
149	19.05.2021	National Workshop within	Presentation,	SVT & TUCN	Romanian	https://www.pro-nzeb.ro/articol-pro- nzeb/workshop-national-in-cadrul-proiectului-	18
		SMART4NZEB project	Networking				
150	22.42.2020		Event	CVT 0 TUCN	D	smart4nzeb-19-mai-2021/	
150	23.12.2020	Energynomics.ro	External	SVT & TUCN	Romanian	http://www.energynomics.ro/ro/tetarom-cluj- va-oferi-consultanta-in-cadrul-unui-program-	
			dissemination				
151	10 12 2022	GEARatSME Website	Primary	SVT/ BEA	English	finantat-prin-fonduri-europene/ https://www.gearatsme.eu/saving-energy-	
151	10.12.2022	GEARAISIVIE WEDSILE		SVI/ BEA	Eligiisii		
152	01.07.2020	Wohsita	dissemination primary	TNO	English	together-in-industrial-parks/ https://www.tno.nl/en/focus-areas/energy-	
152	01.07.2020	Website	dissemination	INO	English	transition/roadmaps/sustainable-	
			uissemmation			subsurface/towards-an-energy-producing-	
						environment/business-parks-can-provide-a-	
						I the state of the	
						sustainability-boost/gear-sme-accelerates- energy-efficiency-in-small-and-medium-sized-	
						enterprises-smes/	
153	2020	Website	Press release	TUCN	Romanian	https://www.utcluj.ro/media/documents/2020/	
133	2020	**EDSILE	1 1 633 1 616436	IOCIN	Nomanian	Comunicat de presa.pdf	
154	Nov 20	2020 Research Conference of	Presentation	TUCN	Romanian	https://proinvent.utcluj.ro/conferinta_cercetarii	
134	1100 20	Technical University of Cluj-	Networking	TOCIN	Nomanian	.html	
		Napoca	Event			.num	
155	30.12.2020	Numerical Methods	External	TUCN	Romanian	https://www.facebook.com/LCMNCluj	
133	30.12.2020	Research Laboratory (LCMN)		TOCIN	Nomanian	nttps.//www.racebook.com/Eciviriciaj	
		Facebook Page	uissemmation				
156	11 2021	Linked.in	Secondary	TUCN	English	https://www.linkedin.com/in/energy-transition-	262 views
150	11,2021	Linkedini	dissemination	(Energy	Lingiisii	research-center-entrec-b373b818a/recent-	202 VICWS
			disserrification	Transition		activity/	
				Research		activity	
				Center -			
				EnTReC			
				page)			
157	12 2021	EnTReC website	primary	TUCN	English	https://entrec.utcluj.ro/generate-energy-	
	.2,2021	Zimiee Website	dissemination	(Energy	2.19.1511	efficient-acting-and-results-at-small-medium-	
			dissernination	Transition		enterprises-894356-gear-at-sme-2020-2023/	
				Research		enterprises 054550 gear at sine 2020 20257	
				Center -			
				EnTReC			
				page)			
158	10.12.2021	Linked.in	Secondary	TUCN	English	https://www.linkedin.com/in/energy-transition-	376 views
.50			dissemination	(Energy		research-center-entrec-b373b818a/recent-	2.5 1.01.5
				Transition		activity/	
				Research		· · · 9/	
				Center -			
				EnTReC			
				page)			
159	06.11.2021	Project presentation at	Presentation	TUCN	Romanian	Online event organized for the trainees of the	32 participants
		Education & Training course		(EnTReC)		course	1 1 1 1 1 1 1 1 1 1
		within SMEmPower		(			
		Efficinecy project					
160	08.12.2021	Research Seminar at Brunel	Presentation	TUCN	English	Onsite event	7 participants
		University London		(EnTReC)	"		
161	10.05.2021	Methdology	primary	TUCN	English	https://entrec.utcluj.ro/handbook-for-an-	
			dissemination	(EnTReC)	"	integrated-gearsme-methodology/	
162	20.12.2021	2ND Press release	primary	TUCN	English	https://entrec.utcluj.ro/gearsme-second-press-	
			dissemination	(EnTReC)	-	release/	
	1	1	1	1: ,			



### 6 Forthcoming materials

The dissemination material will be expanded in the very near future. This includes in particular the project flyer, which is currently being designed by an enem graphic designer and will be produced both digitally and in print. The project flyer will be written in English and there will be 5 other language or country versions (Netherlands, Sweden, Germany, Italy and Romania).

Infographics and factsheets are also produced when the data situation permits and the need arises. In addition, at least another three press releases on the project level and two press releases per country are planned. For the upcoming workshops, webinars, the final conference as well as the online portal, larger campaigns are planned, including a Save the Date flyer and a larger press approach.



# 7 List of SMEs and stakeholders reached and with potential interest

Stati	Status: 10.02.2022	2.2022							
ž 5	Country	Kind of stakehold er/SME	Name	Possible function or role in the project / toward SME	Name of (SME - )network associated	Channel of contact/ communication (telephone, Workshop, Email)	Contact Person	Link	Feedback of stakeholder/SME regarding
-		SME	Stanova	SME from the Business Park Motzener Str.	Unternemensnetzwerk Motzener Str.	one site visit, online Katrin Lechler workshop		https://www.stanov	interested in participating to the workshop "Sustainability quidelines"
N	Germany	QL.	Wista GmbH	Trusted Partner - Business Park Technologiepark Manager (Technologiepark Adlershof Adlershof)		Email Teams meeting with BEA / SME	Frau Mekiffer	of.de/ of.de/ contact with a contact with a contact with a company in Adlersh and enabled the dissemination of information (workshop) within different dissemination groups. Little time and other resources to invest in the project.	established the first contact with a company in Adlershof and enabled the dissemination of information (workshop) within different dissemination groups. Little time and other resources to invest in the project.
m	Germany	SME	Ahlberg GmbH	SME from the Business Park Adlershof	Technologiepark Adlershof	Teams meeting with BEA / TP; webinars; energy scan; email exchange	Herr Karrasch	https://www.ahlber g-metalltechnik.de/	Took part in several webinars online; did an energy scan
4	Germany	SME	LLA Instruments	SME from the Business Park Adlershof	Technologiepark Adlershof	webinars; email exchange; Teams meeting	Herr Rocky Lucas	instruments.de/de/	participated in webinars; interested in energy scan; no further answer to proposed dates.
ις.	Germany	SME	Smarterials	SME from the Business Park Adlershof	Technologiepark Adlershof	webinars	Herr Michael Schneiker	https://smarterials.b took part in the erlin/de/smarterials- webinars, no further technology/ interest for energy scan	took part in the webinars, no further interest for energy scan
o	Germany	d.L	Wista GmbH	Potential TP , responsible from Technologiepark IT-firms in Adlershof	Technologiepark Adlershof	webinars, email, lelephone	Niemeyer	https://www.adlersh took part in the of.de/ webinars, seem interested to pr- the project to th SMEs; no answe email propositic proposed a date teams-meeting, answer yet	took part in the webinars, seemed interested to present the project to the IT SMEs; no answers to email proposition; we proposed a date for a teams-meeting, no answer yet





https://www.pepcom  Took part in the first webinar, eventually interesting for roll- out in Brandenburg.	https://www.ink- berlin.de/ marketing" of the project. They organize discussion groups with topic of Energy, where Energy Manager of enterprises join (not only SMEs). Contact person quit the IHK - new contact to establish	https://www.ihk- Referred to another berlin.de/ contact person.	https://www.dihk.de They develop an online plateform for all type of enterprises with qualification offers, tools for measuring one's climate footprint, event and exchange format. Linkage with our tools/ plateform to pursue.	https://www.mittelst andsverbund.de/ professionals", responsible for the different alliance groups who already work with focus on energy efficiency, ressources, etc with the companies. They are interested in the Best Practices. Meeting every Fridays with a 1-hour presentation. Check interest for our	https://www.border Interested in communicating the project on the page Start Green (https://start-
	pu	pı	ormer son) - new son should	Montserrat Vargas <u>https://k</u> andsver	
ar Jakub Bartczak	in person meeting , Erik Pfeifer (Energy email exchange and environmental policy advisor, corporate energy al climate protection management)	ange /	meeting, emails Herr Petri (fontact percontact perconta		Prof. Dr. Yasmin Olteanu
Brandenburg region webinar	Enterprises in Berlin in persemail.	Enterprises in Berlin email exch telephone	Commerce in Germany	Oliferent sector specific emails, telephone	Network for green Start-email up
r r erlin)	IHK Berlin (Chamber of Potential TP/ MO in Berlin Enterp Commerce)	Potential TP / MO in Berlin Enterg	Potential MO in Germany Chaml	Potential MO in Germany Differe	Potential MO in Germany Netwo
Pepcomm	IHK Berlin (Chamber of I	nber of	DIHK (German Chamber of Commerce)	Mittelstand Mittelstand	Borderstep Institute, I Sustainable Entrepreneuership
OM	MO / TP	MO / TP	Θ	OM	MO/TP
Germany	Germany	Germany	Germany	Germany	Germany
7	ω	6	0	F	12



District Account Manager who directly help enterprises (also SMEs), also for energy efficiency.	Are organizing a lot of face-to-face meeting with SMEs. 1st topic about digitalisation in March; 2nd topic possible about Sustainability/ Energy / Mobility possible in September 2022. Meeting with Mall Center Manager possible (also March); it is to check if mainly sMEs are represented.	will address our project/presentation in the next board meeting	Had forwarded information to Robert Lenk (Berlin Partner). Info from Robert Lenk regarding Wirtschaftsförderung in genereal: "they have no ressource to help us to organize events."	has expressed her interest	Project will be presented on the 21.02 to the working group "KlimaPositiv".	District Account Manager who directly help enterprises (also SMEs), also for energy efficiency.
https://www.berlin- partner.de	https://www.berlin-pare.rde/infothek of face-to-face flemporaere-remementing with Sy unterstuetzung-von-paredisunternehme digitalisation in parch; 2nd topic about parch; 2nd topic possible about Sustainability/ E/Mobility possible about Center Manage possible (also W it is to check if n SMEs are represented.	www.netzwerk- moabit.de	lichtenberg.de/	www.fku.berlin	https://www.netzwe rk- grossbeerenstrasse. de/	https://www.berlin- partner.de
Robin Bruck und Marine Quint	Robert Lenk, Tania Vogel Accountmanager Einzelhandel (Account Manager retail store)	Herr Olaf Moll, (Leiter AG Green Moabit)	Sabine Holfeld (Leiterin Wirtschaftsförderung - Head of Business Developpment)	Frau Hruby	Herr Mühlroth	Robin Bruck und Marine Quint
email, telephone	email, Teams meeting	email, Telephone	email, telephone	email, telephone	email, telephone	email, telephone
	Project with Retail stores in Berlin (1-10 employees)	SME network : Unternehmensnetzwerk Moabit	SME network: Unternehmensnetzwerk Lichtenberg	SME network: Friedrichshain- Kreuzberger Unternehmerverein e.V.	SME network : Netzwerk email, telephone Großbeerenstraße e.V.	
Potential MO in Berlin	Potential MO in Berlin	Potential TP in Berlin	Potential TP in Berlin	Potential TP in Berlin	Potential TP in Berlin	Potential MO in Berlin
Berlin Partner	Berlin Partner	Unternehmensnetzwer Potential TP in Berlin k Moabit e.V.	Unternehmensnetzwer k in Lichtenberg	Friedrichshain- Kreuzberger Unternehmerverein e.V.	Netzwerk Großbeerenstraße e.V.	Berlin Partner
OM	ΘM	d L	<u>d</u>	d L	d L	O
Germany	Germany	Germany	Germany	Germany	Germany	Germany
13	4-	15	91	17	81	19



has expressed interest	wista.d Business Park still leantec under construction, ahn/ only one company, other companies around it - open for now - still takes 2 years until the Business Park is ready.	\text{\text{ingion}} Participated to the \text{\text{lagna.it/}} workshop, he was \text{\text{very interested in our activities} \text{\text{activities}}	https://www.confind They are actively ustriaemilia.it/home participating in the project. They seem interested in learning more on how to support SMEs towards energy efficiency	Linnova They were approached for a training, they seem genuinely interested		Londazi They are interested in offering training events on the GEAR@SME methodology	
https://ipw- berlin.info/	https://www.wista.d d e/projekte/deantec hpark-marzahn/	https://www.region e.emilia-romagna.it/		https://www.innova coop.eu/	https://www.assoeg	https://www.fondazi	·=`
Frau Röhnsch (secretariat) Hr. und Fr. Koch	Frau Malinski - Vertrieb, Recht und Marketing /	Attilio Raimondi	Cristiana Calabritto, Riccardo Monti	Matteo Serafini	Michele Balducci	Andrea Grigoletto	Adriana Locascio, Francesco Pasquini, Marco Trotta
email, telephone	email, telephone	participation to workshop	Involved in the project	Email exchange and phone call	email exchange and phone call	email exchange and phone call	Direct meetings, mail exchanges
Business Park Innovationspark Wuhlheide GmbH	Business Park CleanTech Business Park Marzahn		Confindustria	Legacoop	Assoege		
Potential TP in Berlin	Potential TP in Berlin	policy maker	Trusted partner	Trusted partner and multiplier organization	Energy service supplier	Energy service supplier, trusted partner, trainer	policy maker
Innovationspark Wuhlheide GmbH	WISTA.Plan GmbH	Regione Emilia Romagna	Confindustria Emilia	INNOVACOOP	AssoEGE Emilia Romagna	Fondazione Fenice	Local Quartiere San Vitale- authorities San Donato
<u>F</u>	<u>a</u>	Regional authorities	Business associatio n	Business associatio n	Associatio n of energy auditors	ESCo and training	Local authorities
Germany	Germany	Italy	Italy	Italy	Italy	Italy	Italy
20	21	22	23	24	25	26	27



28	ТАГУ	ENERGY	ALI ENERGIA	COLLABORATION TO PROMOTE ALI ENERGIA	ALI ENERGIA		ENRICO CAROSIO,	https://www.aliener interested in the	interested in the
		SERVICE COMPANY		THE ENERGY SCANS		PARTICIPATION TO WORKSHOP AS SPEAKER	LISA MACOR	gia.com/	project
29	ТАГУ	FUNDATIO	ITS TEC TERRITORIO	To be defined	ITS TEC TERRITORIO	eting	President: Sergio	WWW.itstec.it	interested in the
		z	ENERGIA COSTRUIRE		ENERGIA COSTRUIRE		Baroni		project; ITSTEC
									organizes training in
									energy efficency
									(higher tertiary
;		L C							education)
30	Komania	SME	1 SKL	SME	Eurobusiness park (ADLO)	lelephone / email			Energy scan
31	Romania	SME	_		Eurobusiness park (ADLO)	Telephone / email			Energy scan
32	Romania	SME	ECHOTAX SERV		Eurobusiness park (ADLO)	Telephone / email			Offer energy scan
33	Romania	SME	GENIUS MIND CONSULTANCY SRL		Eurobusiness park (ADLO)	Telephone / email			Offer energy scan
34	Romania	SME	GHP INTELLIGENT SYSTEM SRL	SME	Eurobusiness park (ADLO)	Telephone / email			Offer energy scan
35	Romania	SME	LAVA KNITTING SRL		Eurobusiness park (ADLO)	Telephone / email			Energy scan, training for energy
36	Romania	SME	MAGRIM COM SRL		Eurobusiness park (ADLO)	Telephone / email			Energy scan
37	Romania	SME	MONDOROM SRL	SME	Eurobusiness park (ADLO)	Telephone / email			Energy scan offer
38	Romania	SME	PROENERG SRL		Eurobusiness park (ADLO)	Telephone / email			Energy scan offer
39	Romania	SME	Profil Construct Expert		Eurobusiness park (ADLO)	Telephone / email			Energy scan offer
40	Romania	SME	nnik SRL		Eurobusiness park (ADLO)	Telephone / email			Energy scan
41	Romania	SME	REMONI SERVICE EXIM SRL		Eurobusiness park (ADLO)	Telephone / email			Energy scan offer
42	Romania	SME			Eurobusiness park (ADLO)	Telephone / email			Energy scan offer
43	Romania	SME	SALESIANER MIETTEX SRL		Eurobusiness park (ADLO)	Telephone / email			Energy scan offer
44	Romania	SME	SRL	SME	Eurobusiness park (ADLO)	Telephone / email			Energy scan offer
45	Romania	Д	Agenția de Dezvoltare Locală				Cludiu Mich		Trusted Partner of the use case
:			Oradea				- The Control of the		
46	Romania	Potenial TP	Tetarom S.A		Tetarom		Marius Bolba		Trusted Partner for upscalling the use case
47	Romania	SME	Power Electric	SME					National workshop
48	Romania	SME	Ago Proiect Engineering	SME					National workshop
49	Romania	SME	CLIMA INSTAL SYSTEMS	SME					National workshop
20	Romania	SME	AT STUDIO SRL	SME					National workshop
51	Romania	SME		SME					National workshop
52	Romania	Potenial TP	PARC INDUSTRIAL PRIBOIU SA	ТР					National workshop
53	Romania	SME		SME					National workshop
54	Romania	SME	Statprog Energie SRL	SME					National workshop
55	Romania	Potenial TP	PARC INDUSTRIAL ALEXANDRIA	ТР					National workshop
26	Romania	SME	Finder Echipamente srl	SME					National workshop
57	Romania	SME	Smart Passive House	SME					National workshop
28	Romania	SME	TMD FRICTION ROMANIA	SME					National workshop
59	Romania	SME	PROFESIONAL INSTAL SMBV	SME					National workshop
09	Romania	SME	Sunrise Trade SRL	SME					National workshop
61	Romania	SME	Integro Engineering	SME					National workshop
62	Romania	SME	ICE Computers	SME					National workshop
63	Romania	SME	kadra tech	SME					National workshop
64	Romania	SME	BD CONFORT SOLUTION	SME					National workshop
65	Romania	ESS	Energo Casa Consult	SME					National workshop
99	Romania	SME		SME					National workshop
29	Romania	SME	RC INDUSTRIAL	SME					National workshop
89	Romania	SME	Sc Certicorp Srl	SME					National workshop



Energy Scan	Energy Scan	Energy Scan	Energy Scan	Energy Scan	Energy Scan	Energy Scan	Energy Scan	Energy Scan	Energy Scan	Energy Scan	Energy Scan	Energy Scan	Energy Scan	Energy Scan	Energy Scan	Energy Scan	Energy Scan	Energy Scan	Energy Scan	Energy Scan	Energy Scan	Energy Scan	Energy Scan	Energy Scan	Energy Scan	Energy Scan	Energy Scan	Energy Scan	Energy Scan	Energy Scan	Energy Scan	Energy Scan	Energy Scan	Energy Scan	Energy Scan	Energy Scan	Energy Scan	Energy Scan	Energy Scan	Energy Scan	Energy Scan	Energy Scan
SME	SME	SME	SME	SME	SME	SME	SME	SME	SME	SME	SME	SME	SME	SME	SME	SME	SME	SME	SME	SME	SME	SME	SME	SME	SME	SME	SME	SME	SME	SME	SME	SME	SME	SME	SME	SME	SME	SME	SME	SME	SME	SME
briek A van de graaf & Zn BV		Jan van Erp tegels en sanitair	De Bever Fruit Sint-Oedenrode	ASKOVÉ	Hotel Café Hart van Bourdonck	Trans-Imex	Het Goeie Leven	Paardensportcentrum De Kienehoef	ij Kluijtmans	van Boxmeer management & Advies		ool Drie Essen Erp		Hotel The Yard			ntiën	Manege De Pijnhorst	Uitjesbazen	Viller Vaste Planten VOF		ijf Voss B.v.	eel				ts		ındel	olding B.V.	ig!	ior	SIIS	3rabant		Slagerij Pennings BV		VOF Terwindt - Stadsdichter	Mewa Kunststoffen Recycling bv	SVN Notarissen		Traiteur Slagerij Verheijen
SME	SME	SME	SME	SME	SME	SME	SME	SME	SME	SME	SME	SME	SME	SME	SME	SME	SME	SME	SME	SME	SME	SME	SME	SME	SME	SME	SME	SME	SME	SME	SME	SME	SME	SME	SME	SME	SME	SME	SME	SME	SME	SME
Netherlands	Netherlands	Netherlands	Netherlands	Netherlands	Netherlands	Netherlands	Netherlands	Netherlands	Netherlands	Netherlands	Netherlands	Netherlands	Netherlands	Netherlands	Netherlands	Netherlands	Netherlands	Netherlands	Netherlands	Netherlands	Netherlands	Netherlands	Netherlands	Netherlands	Netherlands	Netherlands	Netherlands	Netherlands	Netherlands	Netherlands	Netherlands	Netherlands	Netherlands	Netherlands	Netherlands	Netherlands	Netherlands	Netherlands	Netherlands	Netherlands	Netherlands	Netherlands
69	70	71		73					78		80													93			96				100		102	103		105	106	107	108	109	110	111



## 8 Document templates

Immediately after the project logo was developed, the BEA developed the corporate design and with it all the templates necessary for working in the GEAR@SME project (beginning of 2021). In this section the templates are listed, the original documents are attached in the Annex.

### 8 Annexes

8.1 ANNEX 1: Deliverables template







## DX.X Title

GEAR@SME: GENERATE ENERGY EFFICIENT ACTING AND RESULTS AT SMALL & MEDIUM ENTERPRISES





### **Project Factsheet**

Acronym: GEAR-at-SME

Title: Generate energy efficient acting and results at small & medium

enterprises

Coordinator: Nederlandse Organisatie voor Toegepast-

Natuurwetenschappelijk Onderzoek (TNO)

Reference: 894356

Type: Coordination and Support Action

Program: Horizon 2020

Call: H2020-LC-SC3-2018-2019-2020

Start: 1<sup>st</sup> September 2020

Duration: 30 months

Website: <u>www.gearatsme.eu</u>

Consortium: Nederlandse Organisatie voor Toegepast-

Natuurwetenschappelijk Onderzoek (TNO)

CIT Industriell Energi AB (CIT)

CertiMaC Soc. Cons. a R. L. (CERTIMAC)

Berlin Energy Agency (BEA)

Servelect (SVT)

Cornelissen Consulting Services B.V. (CCS)

SYNYO GmbH (SYNYO)

Technical University of Cluj-Napoca (TUCN)

Confederazione Nazionale Dell'Artigianato e Della Piccola e Media Impresa Associazione Territoriale Di Ravenna (CNA)

Stichting CLOK (CLOK)





## **Deliverable Factsheet**

Number: Dx.x

Title: Lorem Ipsum

Lead beneficiary Lorem Ipsum

Work package: Lorem Ipsum

Task: Lorem Ipsum

Dissemination level: Lorem Ipsum

Submission date: xx.xx.201x

Contributors: Partners' name

#### Document history:

Revision	Date	Main modification	Author
1	xx/xx/201x	Lorem ipsum	Lorem ipsum
2	xx/xx/201x	Lorem ipsum	Lorem ipsum
3	xx/xx/201x	Lorem ipsum	Lorem ipsum





### Disclaimer of warranties

"This project has received funding from the European Union's Horizon 2020, research and innovation programme, under Grant Agreement No 894356"

This document has been prepared by GEAR@SME project partners as an account of work carried out within the framework of the EC-GA contract no 894356.

Neither Project Coordinator, nor any signatory party of GEAR@SME Project Consortium Agreement, nor any person acting on behalf of any of them:

- makes any warranty or representation whatsoever, express or implied,
- with respect to the use of any information, apparatus, method, process, or similar item disclosed in this document, including merchantability and fitness for a particular purpose, or
- that such use does not infringe on or interfere with privately owned rights, including any party's intellectual property, or
- that this document is suitable to any particular user's circumstance; or
- assumes responsibility for any damages or other liability whatsoever (including any consequential damages, even if Project Coordinator or any representative of a signatory party of the GEAR@SME Project Consortium Agreement, has been advised of the possibility of such damages) resulting from your selection or use of this document or any information, apparatus, method, process, or similar item disclosed in this document.

I.







### **Abbreviations**

XXX XXXX





### **Executive Summary**

Between 1-3 pages approx.

Please include here an abstract of the main activities and objective results of the DLV considering the scope of the DLV and the project objectives. If suitable Include the diagrams more relevant and descriptive used in the DLV.

Lorem ipsum dolor sit amet, consetetur sadipscing elitr, sed diam nonumy eirmod tempor invidunt ut labore et dolore magna aliquyam erat, sed diam voluptua. At vero eos et accusam et justo duo dolores et ea rebum. Stet clita kasd gubergren, no sea takimata sanctus est Lorem ipsum dolor sit amet. Lorem ipsum dolor sit amet, consetetur sadipscing elitr, sed diam nonumy eirmod tempor invidunt ut labore et dolore magna aliquyam erat, sed diam voluptua. At vero eos et accusam et justo duo dolores et ea rebum. Stet clita kasd gubergren, no sea takimata sanctus est Lorem ipsum dolor sit amet.





# Table of contents

Pro	oject Factsheet	
	eliverable factsheet	
	sclaimer of warranties	
Ab	obreviations	71
Ex	ecutive Summary	72
Tal	ble of contents	73
1	Introduction	74
2	Title	75
2	2.1 Title 2	75
	2.1.1 Title 3	75
3	Conclusion	80
4	References	81
5	Annexes	82
Į	5.1 ANNEX 1: TITLE	82





## Introduction

0.5 page approx.

Please use this section to establish the framework of the DLV within the project structure:

In which task and WP is included? (e.g The DLV is the result of the works done in the tasks x.x and x.x, as well as the feedback from final users...)

Which is the objectives and scope of the DLV?

What is the relation other tasks within the project (e.g. based on the works done in the task x.x the deliverable defines and develops the models to design and simulate the improvements in the task xx...)

Include any remark of change from the DoA such as delivery date, responsibilities...

Lorem ipsum dolor sit amet, consetetur sadipscing elitr, sed diam nonumy eirmod tempor invidunt ut labore et dolore magna aliquyam erat, sed diam voluptua. Lorem ipsum dolor sit amet, consetetur sadipscing elitr, sed diam nonumy eirmod tempor invidunt ut labore et dolore magna aliquyam erat, sed diam voluptua. Lorem ipsum dolor sit amet, consetetur sadipscing elitr, sed diam nonumy eirmod tempor invidunt ut labore et dolore magna aliquyam erat, sed diam voluptua. Lorem ipsum dolor sit amet, consetetur sadipscing elitr, sed diam nonumy eirmod tempor invidunt ut labore.

Lorem ipsum dolor sit amet, consetetur sadipscing elitr, sed diam nonumy eirmod tempor invidunt ut labore et dolore magna aliquyam erat, sed diam voluptua. Lorem ipsum dolor sit amet, consetetur sadipscing elitr, sed diam nonumy eirmod tempor invidunt ut labore et dolore magna aliquyam erat, sed diam voluptua. Lorem ipsum dolor sit amet, consetetur sadipscing elitr, sed diam nonumy eirmod tempor invidunt ut labore et dolore magna aliquyam erat, sed diam voluptua. Lorem ipsum dolor sit amet, consetetur sadipscing elitr, sed diam nonumy eirmod tempor invidunt ut labore.





## 2 Title

Please put the references as shown highlighted, both in the text and in the tables/figures

Lorem ipsum dolor sit amet, consetetur sadipscing elitr, sed diam nonumy eirmod tempor invidunt ut labore et dolore magna aliquyam erat, sed diam voluptua. Lorem ipsum dolor sit amet, consetetur sadipscing elitr, sed diam nonumy eirmod tempor invidunt ut labore et dolore magna aliquyam erat, sed diam voluptua. Lorem ipsum dolor sit amet, consetetur sadipscing elitr, sed diam nonumy eirmod tempor invidunt ut labore et dolore magna aliquyam erat, sed diam voluptua. Lorem ipsum dolor sit amet, consetetur sadipscing elitr, sed diam nonumy eirmod tempor invidunt ut labore.

Lorem ipsum dolor sit amet, consetetur sadipscing elitr, sed diam nonumy eirmod tempor invidunt ut labore et dolore magna aliquyam erat, sed diam voluptua. Lorem ipsum dolor sit amet, consetetur sadipscing elitr, sed diam nonumy eirmod tempor invidunt ut labore et dolore magna aliquyam erat, sed diam voluptua.

#### 2.1 Title 2

Lorem ipsum dolor sit amet, consetetur sadipscing elitr, sed diam nonumy eirmod tempor invidunt ut labore et dolore magna aliquyam erat, sed diam voluptua. Lorem ipsum dolor sit amet, consetetur sadipscing elitr, sed diam nonumy eirmod tempor invidunt ut labore et dolore magna aliquyam erat, sed diam voluptua. Lorem ipsum dolor sit amet, consetetur sadipscing elitr, sed diam nonumy eirmod tempor invidunt ut labore et dolore magna aliquyam erat, sed diam voluptua. Lorem ipsum dolor sit amet, consetetur sadipscing elitr, sed diam nonumy eirmod tempor invidunt ut labore.

Lorem ipsum dolor sit amet, consetetur sadipscing elitr, sed diam nonumy eirmod tempor invidunt ut labore et dolore magna aliquyam erat, sed diam voluptua. Lorem ipsum dolor sit amet, consetetur sadipscing elitr, sed diam nonumy eirmod tempor invidunt ut labore et dolore magna aliquyam erat, sed diam voluptua.

#### 2.1.1 Title 3

Lorem ipsum dolor sit amet, consetetur sadipseing elitr, sed diam nonumy eirmod tempor invidunt ut labore et dolore in acina a iquyam erat, sed diam voluptua. Lorem ipsum dolor sit an et consetetur sidi, seing elitr, sed diam nonumy eirmod tempor invidunt ut labore et dolore magna aliquyam erat, sed diam voluptua. Lorem ipsum dolor



sit amet, consetetur sadipscing elitr, sed diam nonumy eirmod tempor invidunt ut labore et dolore magna aliquyam erat, sed diam voluptua. Lorem ipsum dolor sit amet, consetetur sadipscing elitr, sed diam nonumy eirmod tempor invidunt ut labore.

Lorem ipsum dolor sit amet, consetetur sadipscing elitr, sed diam nonumy eirmod tempor invidunt ut labore et dolore magna aliquyam erat, sed diam voluptua. Lorem ipsum dolor sit amet, consetetur sadipscing elitr, sed diam nonumy eirmod tempor invidunt ut labore et dolore magna aliquyam erat, sed diam voluptua.

#### 2.1.1.1 Title 4

Lorem ipsum dolor sit amet, consetetur sadipscing elitr, sed diam nonumy eirmod tempor invidunt ut labore et dolore magna aliquyam erat, sed diam voluptua. Lorem ipsum dolor sit amet, consetetur sadipscing elitr, sed diam nonumy eirmod tempor invidunt ut labore et dolore magna aliquyam erat, sed diam voluptua. Lorem ipsum dolor sit amet, consetetur sadipscing elitr, sed diam nonumy eirmod tempor invidunt ut labore et dolore magna aliquyam erat, sed diam voluptua. Lorem ipsum dolor sit amet, consetetur sadipscing elitr, sed diam nonumy eirmod tempor invidunt ut labore.

Lorem ipsum dolor sit amet, consetetur sadipscing elitr, sed diam nonumy eirmod tempor invidunt ut labore et dolore magna aliquyam erat, sed diam voluptua. Lorem ipsum dolor sit amet, consetetur sadipscing elitr, sed diam nonumy eirmod tempor invidunt ut labore et dolore magna aliquyam erat, sed diam voluptua.

#### Enumeration

- 1. You can use these number for enumeration
- 2. Lorem ipsum dolor sit amet
- 3. consetetur sadipscing elitr, sed diam nonumy eirmod tempor invid
- 4. labore et dolore magna
- 5. sanctus est Lorem ipsum dolor sit amet. Lorem ipsum dolor sit amet, consetetur sadipscing elitr,

### **Bullet points**

- But you can also enumerate with these circles
- Lorem ipsum dolor sit amet,
- consetetur sadipscing elitr, sed diam nonumy eirmod tempor invidunt ut labore et
- dolore magna aliquyam erat, sed diam voluptua. At vero eos et accusam et justo duo



### Romanian number

- I. Lorem ipsum dolor sit amet
- II. consetetur sadipscing elitr, sed diam nonumy eirmod tempor invidunt ut labore et
- III. dolore magna aliquyam erat, sed diam voluptua. At vero eos et accusam et justo
- IV. ipsum dolor sit amet. Lorem ipsum dolor sit amet, consetetur sadipscing elitr, sed diam

#### Further informations

- consetetur sadipscing elitr, sed diam nonumy eirmod tempor invidunt ut labore et
- olore magna aliquyam erat, sed diam voluptua. At vero eos et accusam et justo duo
- eirmod tempor invidunt ut labore et dolore magna aliq
- tempor invidunt ut labore et dolore magna aliquyam erat, sed diam
- vero eos et accusam et justo duo dolores et ea rebum

Title	Title
Lorem ipsum	Lorem ipsum
Lorem ipsum	Lorem ipsum
Lorem ipsum	Lorem ipsum

Title	Title	Title
Lorem ipsum	Lorem ipsum	Lorem ipsum
Lorem ipsum	Lorem ipsum	Lorem ipsum
Lorem ipsum	Lorem ipsur	Lorem ipsum
Lorem ipsum	eth iremole	Lorem ipsum



Title	Title	Title	Title	
Lorem ipsum	Lorem ipsum	Lorem ipsum	Lorem ipsum	
Lorem ipsum	Lorem ipsum	Lorem ipsum	Lorem ipsum	
Lorem ipsum	Lorem ipsum	Lorem	Lorern ir m	

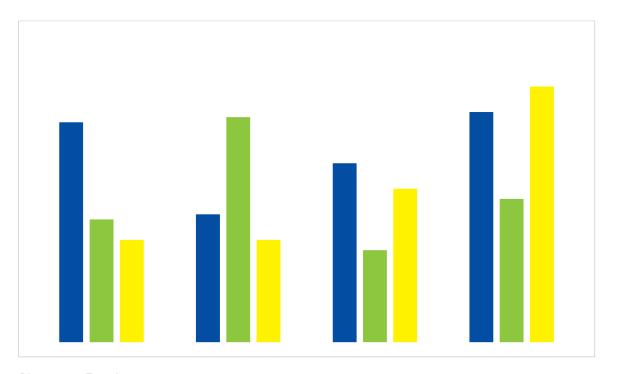
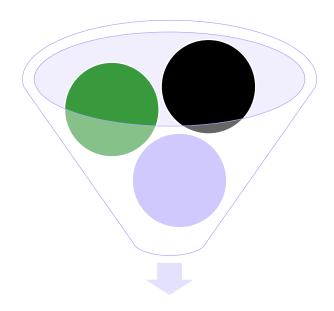


Diagramme Template









79



## Conclusion

0,5-1 page approx. Addressing the following points:

Critical analysis of the results achieved in the DLV addressing the objectives of the project.

Prospective analysis of the next steps and interactions within the project.

Lorem ipsum dolor sit amet, consetetur sadipscing elitr, sed diam nonumy eirmod tempor invidunt ut labore et dolore magna aliquyam erat, sed diam voluptua. Lorem ipsum dolor sit amet, consetetur sadipscing elitr, sed diam nonumy eirmod tempor invidunt ut labore et dolore magna aliquyam erat, sed diam voluptua. Lorem ipsum dolor sit amet, consetetur sadipscing elitr, sed diam nonumy eirmod tempor invidunt ut labore et dolore magna aliquyam erat, sed diam voluptua. Lorem ipsum dolor sit amet, consetetur sadipscing elitr, sed diam nonumy eirmod tempor invidunt ut labore.

Lorem ipsum dolor sit amet, consetetur sadipscing elitr, sed diam nonumy eirmod tempor invidunt ut labore et dolore magna aliquyam erat, sed diam voluptua. Lorem ipsum dolor sit amet, consetetur sadipscing elitr, sed diam nonumy eirmod tempor invidunt ut labore et dolore magna aliquyam erat, sed diam voluptua. Lorem ipsum dolor sit amet, consetetur sadipscing elitr, sed diam nonumy eirmod tempor invidunt ut labore et dolore magna aliquyam erat, sed diam voluptua. Lorem ipsum dolor sit amet, consetetur sadipscing elitr, sed diam nonumy eirmod tempor invidunt ut labore.





## References

Please put the references in alphabetical order following the examples shown below.

Carter, C.R., Kaufmann, L., Michel, A., 2007. "Behavioral supply management: a taxonomy of judgment and decision-making biases". International Journal of Physical Distribution & Logistics Management 37, 631-669.

European Resource Efficiency Knowledge Centre. <a href="https://www.resourceefficient.eu/en">https://www.resourceefficient.eu/en</a>

European Commission, "Good practice in energy efficiency", COM(2016), 761 final.







## **Annexes**

**ANNEX 1: TITLE** 







8.2 ANNEX 2: Meeting agenda template



## Meeting agenda

# **Meeting Title**

Date: XX.XX.XXXX

Meeting Time: XX - XX

Location: X

### Meeting goals / purposes / objectives

Α	Goal 1
В	Goal 2
С	
	Prework – please prepare with the following:
Α	Prework 1
В	Prework 2
С	

### Topics / Discussion term

Time	Item	Facilitator
9:00 - 09:15	Term 1	Person X
09:15 - 10:00	Term 2	Person X



8.3 ANNEX 3: Meeting minutes template





## Meeting minutes

# **Meeting Title**

Date: XX.XX.XXXX

Meeting Time: XX:XX – XX:XX

Location: X

Persons present: Person A, Person B, Person C, ...

### Agenda Topic 1

Time allotted	Presenter	Person Responsible	Deadline
09:00 - 9:30	Person X	Person X	XX.XX

Discussion ...

Conclusion ...

### Agenda Topic 2

Time allotted	Presenter	Person Responsible	Deadline
09:00 - 9:30	Person X	Person X	XX.XX

Discussion ...

Conclusion ...

### Agenda Topic 3

Time	Presenter	Person	Deadline
allotted		Responsible	

**ANNEX** 





09:00 - 9:30	Person X	Person X	XX.XX
Discussion	•••		
Conclusion			
Date, Name			



8.4 ANNEX 4: Workshop minutes template



## Workshop minutes

# **Workshop Title**

Date: XX.XX.XXXX

Time: XX:XX – XX:XX

Location: X

Facilitators: Person A, Person B, Person C, ...

Session		Time	Activity	Outcome
Introduction of Participants	of	09:30 - 09:35	Round table	Introduction
			Presentation	

Description, summary and outcome of Workshop:

Please write down...



# Participant list

No.	Participant	Organisation/ Company	E-Mail address

**ANNEX** 





8.5 ANNEX 5: Press release template





P	ress	re	lease
	ıcsə	1 -	lease

May 05, 2021

Title

Text

**Project Communication** 

Anna Brüning-Pfeiffer (BEA)

Email: <u>bruening-pfeiffer@berliner-e-agentur.de</u>

https://www.gearatsme.eu/

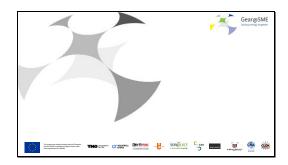


# 8.6 ANNEX 6: Presentation template

Slide 1

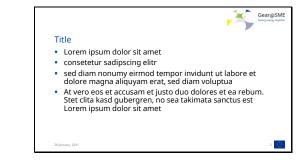


Slide 2





### Slide 3



### Slide 4



### Slide 5

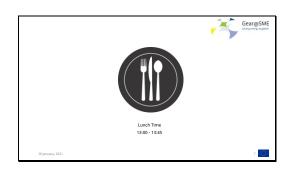




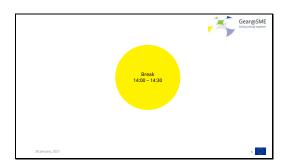
### Slide 6



#### Slide 7



### Slide 8





Slide 9



Slide 10

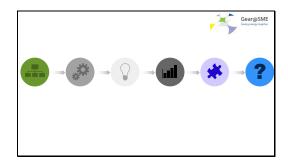


Slide 11

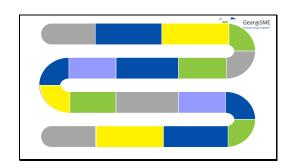








Slide 13



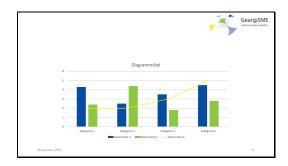
Slide 14



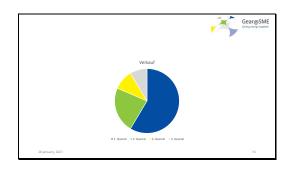




Slide15



Slide 16



Slide 17

