

HOTHREAT

C B R N

HOTHREAT: Tailored CBRNe protection measures for hotels and conference centres

D.6.1 Dissemination and Sustainability Plan



Document summary

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Contents

I. Executive Summary	5
II. DISSEMINATION & SUSTAINABILITY PLAN	6
Objectives of HOTHREAT’s Dissemination Activities	6
Dissemination Campaign	7
Roles & Responsibilities	7
Reporting.....	8
Social Media Calendar Responsibilities & Instructions	8
HOTHREAT Publications	9
Key Performance Indicators	9
Communication Strategy & File Sharing	10
Key Messages to be Communicated	10
III. Sustainability & Exploitation	11
IV. WP6 – Tasks, Outputs & Indicators	12
T6.1 Creating and carrying out a Dissemination & Sustainability Plan	12
T6.2 Development & Maintaining a project website	12
T6.3 Development and Distributing promotional material.....	13
T.6.4 Dissemination Events 1/2/3	13
T.6.5 Participation in conferences, publication of articles	14
T6.6 Organising a final conference.	14
V. Visibility & Dissemination Tools	14
4.1 HOTHREAT Logo.....	14
EU Emblem, Funding Program, Disclaimer and Project Number.....	15
HOTHREAT Templates	16
HOTHREAT Social Media	16
HOTHREAT Leaflets, Brochures, Banner and Posters	16
HOTHREAT Website	17
Languages Available	17
VI. Annexes	17
Annex 1: Dissemination Log.....	17
Instructions on how to use the log (screenshot from excel file).....	17
Fields to be filled to record dissemination activities per reporting period	18
Annex 2: Social Media Calendar	18
Annex 3: HOTHREAT Visual Identity	19
Annex 4: HOTHREAT Website.....	19

Annex 5: HOTHREAT Publications20

Annex 6: HOTHREAT Banner21

Annex 7: HOTHREAT FlyeR22



.....22

I. Executive Summary

HOTHREAT (Tailored CBRNe protection measures for hotels and conference centres) is a two-year project aiming to address the existing gap in the protection of hotels from CBRNe terrorist threats. The project is led by UniLodz University in Poland. The main objective of HOTHREAT is to increase the safety of European Union (EU) member states society by utilising the services of the hotels and conference centres in regard to CBRNe threats. HOTHREAT will achieve so by:

1. Focusing on the protection of the public in these facilities from CBRNe threats with the aim of increasing cross-sectional preparedness from terrorist attacks through trainings, exercises and exchanges of best practices in cooperation with law enforcement agencies.
2. Utilising innovative and smart technologies to enhance security measures and provide training to hotel management and staff, thereby increasing their awareness of CBRNe threats.

Prevention and preparedness measures that will be developed include recommendations for perversions, protections, equipment, multi-service communication model, programmes for VIP visits, cleaning services, food defence and training materials for hotel employees.

HOTHREAT is a consortium of 19 partners from 8 EU member states: Poland, Slovakia, Spain, Portugal, Greece, Cyprus, Italy and Romania. Below is the partner organisations per country.

- *Universytet Lodzki – Poland*
- *Dynamic Safety Corporation Sp.z.o.o. – Poland*
- *Siguria Security Solutions – Poland*
- *Safety Core Sp. z o.o. – Poland*
- *Polaris Hospitality Enterprises Sp z.o.o. – Poland*
- *Centrum Konferencyjno-Szkoleniowe Boss sp. z o.o. – Poland*
- *Komenda Wojewodzka Policji w Lodzi - Poland*
- *Eteria Touristikis Anaptiksis Kaiprovolis Periferias – Cyprus*
- *Aphrodite Hills Resort Ltd – Cyprus*
- *CSI Center for Social Innovation – Cyprus*
- *Hellenic Police – Greece*
- *Kentro Meleton Asfaleias – Greece*
- *Konnigruent Management SRL – Romania*
- *ISEM-Institut Pre Medzinarodnu Bazpecnost a Krizove Riadenie, NO – Slovakia*
- *Instituto Nacional de Tecnica Aeroespacial “Esteban Terradas” – Spain*
- *Fondazione Safe – Italy*
- *Lihsa Hotels SA – Spain*
- *Ministerio Da Adminstracao Interna – Portugal*
- *Departament d’Interior – Generalitat de Catalunya - Spain*

Through implementation and dissemination actions, HOTHREAT aims to reach out to at least 100 stakeholders, 150 participants in events, and provide trainings to 80 beneficiaries as well as share the results with the public and other relevant actors to ensure the project’s sustainability and exploitation.

The **primary beneficiaries** of the HOTHREAT project are **hotels, conference centres and leisure facilities** to empower their prevention strategies against harmful attacks. Within this project, end users such as hotels, conference centres and leisure facilities will benefit from increment of their safety by

receiving recommendations for prevention, protection and response procedures and equipment, a multi-service communication model, programmes for VIP visits, cleaning services, food defence, epidemiology enquire and CBRNe emergency application for mobile devices integrated with AR, and training materials for hotel employees. The **second beneficiary groups** are **law enforcement agencies and security experts** who will be participating in this project and gain and trade their knowledge with other law enforcement agencies and security experts. The **third beneficiary groups** are **hotel association and public/private tourist** organisations which are involved in the local tourist industry. Another **beneficiary group** is **governmental institutions and policy makers** who will inform as well as I benefit from the HOTHREAT project by contributing to enhanced national security, economic stability, effective policy development, crisis management and response, international collaboration, and maintaining public confidence in the safety of the aforementioned spaces.

Dissemination activities, both physical and online, will be carried out throughout the development and implementation of the following Work Packages (WP):

WP2: Analysis of end-users needs, good practices and relevant EU projects

WP3: Comprehensive CBRNe protection system

WP4: Innovative technical solutions for CBRNe protection

WP5: Training materials and validation

II. DISSEMINATION & SUSTAINABILITY PLAN

The Centre for Social Innovation (CSI), based in Cyprus, is the partner responsible to lead and coordinate all tasks and activities under WP6: Dissemination & Mainstreaming.

The aim of this document (Dissemination & Sustainability Plan, herein DSP) is to support all HOTHREAT partners to successfully and effectively carry out dissemination activities in their countries and promote the progress, impact and results of the HOTHREAT project to its intended audience. The DSP will serve as a guide for all partner organisations in defining their country-specific outreach and messaging to relevant stakeholders, target groups, and beneficiaries of the project.

Dissemination is a horizontal activity that runs throughout the project's duration and is a responsibility shared by all partners. WP6 will consolidate all dissemination efforts that will be rolled out by the partnership with the aim for HOTHREAT's results and deliverables to be properly and effectively promoted and disseminated across the project's predefined relevant actors and target groups.

For clarifications and adaptations of the Dissemination & Sustainability Plan (DSP), contact the CSI primary point of contact, Christos El-Khattab.

Objectives of HOTHREAT's Dissemination Activities

The main objective of the DSP is to outline strategies and actions for effectively communicating and sharing project outcomes, findings, and products with relevant stakeholders, as well as ensuring the long-term impact and viability of the project. This involves developing tailored communication strategies and materials to engage stakeholders effectively. Simultaneously, the plan places a strong emphasis on building lasting partnerships and collaborations, identifying key stakeholders, and fostering relationships to enhance the project's sustainability. Robust monitoring and evaluation mechanisms are integrated to assess the effectiveness of dissemination efforts and sustainability

strategies, allowing for continuous refinement. This comprehensive approach ensures that the project not only reaches its intended audience but also establishes enduring connections and is positioned for long-term impact and success.

The aim of WP6 and the existing DSP is to ensure broad and efficient dissemination of all relevant information regarding the project and assure sustainability after the project's lifetime. The DSP aims to facilitate and strategically guide the intensification of cooperation with end-users by involving them directly and indirectly in the project's activities. This project will heavily involve hotels, conferences and leisure facilities with the aim to expand the reach of HOTHREAT's results and recommendations. Specifically, WP6 objectives, are, inter alia, to:

1. **Raise awareness** on the CBRNe threats and needs for better preparedness of hotel and conference centres for preventing and responding to them.
2. **Enable** broad exploitation of the elaborated results of the project by the end-users and other stakeholders i.e. policy makers, law enforcement, local authorities.
3. Build an **identifiable visual identity** of the HOTHREAT project, online and offline.
4. Develop a strong **network** of stakeholders and target groups.
5. Increase **visibility** among the stakeholders and target groups of the project.
6. Establish **communication** between relevant bodies and institutions.
7. **Promote and distribute** HOTHREAT's strategies towards combating CBRNe threats and security challenges.

Dissemination Campaign

Prior to the launch of HOTHREAT, the partners agreed on the dissemination mediums and channels to be used to reach and expand the project's audiences and stakeholders. Specifically, the project and its results will be promoted in the following ways:

- **Prepare** an elaborate DCP (this file) outlining the short and long-term goals and strategies in order to achieve an optimal dissemination of HOTHREAT.
- **Create** a consistent branding strategy to increase the project's visibility (logo, templates, brochures, posters, flyers).
- **Host** a section, describing HOTHREAT on each partner organisation's official website.
- **Promote** HOTHREAT's website through partner's official social media platforms.
- Host sections on the project website where users can read all the project-related material (food, epidemiological and protection guidelines).
- **Host** 3 meetings/workshops with end-users, potential stakeholders a relevant target groups in EU member states organised by the consortium partners.
- **Tailor** communication messages for each target group to maximise the impact of HOTHREAT and the reach of dissemination activities.
- **Attend** or participate in local, regional and national conferences, seminars, lectures, and other scientific events on the topic of CBRNe protection.
- **Publish** articles in scientific journals to promote the visibility of the project in order to increase the stakeholder's community and raise awareness among end-users.
- **Organise** a final conference to present the final results of the project and outline the future development perspectives in the CBRNe THREAT PREVENTION.

Roles & Responsibilities

The **Centre for Social Innovation** (CSI) based in Cyprus is the organisation responsible for **managing, coordinating** and **monitoring** dissemination activities across the partner countries. For their part, all

partner organisations, including CSI, are responsible for undertaking the **implementation of dissemination** activities based on the needs and roles they have been assigned in their country-specific contexts.

The DSP outlines the appropriate processes and timeframe that the project needs to adhere to in order to best disseminate the activities and deliverables of the project. WP6 is divided into six tasks, each of which is led by a partner organisation. More details on each task can be found in **Section IV**.

Partners are invited to read the European Commission's (EC) general guide about the purpose and processes outlined in this report to ensure the project's correct and consistent visibility through dissemination of results. Read here: https://rea.ec.europa.eu/communicating-about-your-eu-funded-project_en.

All partners are expected to be actively involved in contributing and disseminating all project material produced throughout the lifetime of the project and after, meet the deadlines and follow the strategy outlined in this document.

Reporting

Partners are responsible to fill out the Dissemination Log developed and distributed by CSI, alongside evidence for each dissemination activity they record on the document. The Dissemination Log can be found in the shared folder on our SharePoint.

Every six months, all partner organisations will provide CSI with the Dissemination Log outlining all physical and online dissemination activities they carried out during that period. CSI will compose six-month dissemination reports that will be shared with all partners in order to inform the development of the six-month progress reports. Below is the reporting plan of the dissemination activities to be adhered by all partners of HOTHREAT:

DISSEMINATION LOG REPORTING TIMEFRAME	
Reporting Period	All partners submit to CSI by
M1-M6	June 1, 2023 – November 30, 2023
M7-12	December 1, 2023 – May 31, 2024
M13-M18	June 1, 2024 – November 30, 2024
M19-M24	December 1, 2024 – May 31, 2025

Social Media Calendar Responsibilities & Instructions

Each partner will receive an email reminder a few days before their assigned month. The responsible partner should post across all social media of HOTHREAT (X and LinkedIn) and post at least 2 posts per month. Partners are advised to prioritise posts that are directly relevant to the developments of the project (e.g. study visits, target groups, upcoming activities), by using Canva templates provided by CSI to ensure consistency in the branding of the project.

Partners do not need to ask for permission if they need to share a post relevant to HOTHREAT activities outside of their designated months.

MONTH	RESPONSIBLE PARTNER
January 2024	CSI
February 2024	ISEMI

March 2024	INTA
April 2024	FONDAZIONE SAFE
May 2024	POLARIS
June 2024	KEMEA
July 2024	UniLodz
August 2024	CSI
September 2024	ISEMI
October 2024	Safety Core
November 2024	Dynamic Safety Core
December 2024	INTA
January 2025	FONDAZIONE SAFE
February 2025	POLARIS
March 2025	UniLodz
April 2025	KEMEA
May 2025	ISEMI
June 2025	CSI

Hashtags for social media:

#HOTHREAT_EU #CBRNe #counterterrorism #hotelsafety #publicsafety #EU_Project #ISF_Project #Safe_tourism

Partners can access the Social Media Calendar developed by CSI and read the relevant instructions. All partners will have access to the project's social media pages to facilitate the smooth implementation of the Social Media Calendar.

HOTHREAT Publications

Throughout the project's duration, consortium partners are obligated to publish articles and papers in the JCR-listed journal, a strategic move designed to amplify the project's visibility, broaden the stakeholder community, and heighten awareness among end users. Furthermore, these publications will be accessible on the HOTHREAT Project website. To ensure an efficient and organized approach to this endeavour, CSI has developed a tool, accessible, dedicated to tracking all articles throughout the project's lifespan. This tool provides a systematic way to manage and document essential details about each publication, enhancing collaboration, communication, and the overall success of our project.

Key Performance Indicators

To be able to measure the impact of the dissemination activities carried out by the partners, CSI will utilise the use of the following key performance (KPIs). Consistent monitoring of these KPIs will advise for potential adjustments and adaptations if goals are not met.

- Number of visitors on project website
- Number of downloads of results on project website
- Number of online and physical dissemination activities/events attended/carried out by partners
- Number of activities/events organised by partners
- Number of participants in activities/events organised by partners
- Number of users reached through social media (X and LinkedIn).
- Volume of engagement on project updates on partner's website and social media.
- Number of publications in scientific journals

- Number of events attended by consortium members in related topics
- Number of participants in 3 dissemination events (30 participants/ each event).
- Number of attendees in final conference (100 participants)

More specifically, the following target values are set per the following Specific Objectives of HOTHREAT:

S013: Number of participants who completed the training – 80

S014: Number of participants of the events – 150

S015: Number of reached stakeholders – 100

Communication Strategy & File Sharing

UniLodz collected the contact information of project managers and financial managers of the project from each partner to ensure a transparent and smooth communication between the partners. For security reasons, UniLodz will use Microsoft Teams as a data-sharing platform between partners.

Access to the drive can be provided by UniLodz.

CSI has also collected the contact information of individuals from each partner organisation that should receive updates on WP6 progress. For changes in the staff of your organisation, please inform the responsible project managers.

Key Messages to be Communicated

Each target group of HOTHREAT should have a specific approaching method and channel, reflecting a tailored message that will attract the interest of the potential actors into becoming actively involved in the HOTHREAT project. Below, you can find a list of key messages and language to be used for each target group or stakeholder that relates to the project.

Key Messages and Language for Each Target Group:

1. Hotels, Hotel Chains, Conference Centres, and Leisure Facilities:

Key Message: "Enhance Your Security and Protect Your Guests."

Language: Highlight the significance of adopting tailored CBRNe protection measures to ensure the safety of guests and staff. Emphasise that implementing these measures can build trust, enhance reputation, and provide a competitive edge in a rapidly changing security landscape.

2. National and International Associations (Hotel Associations):

Key Message: "Empowering the Hospitality Industry Through Collective Safety Measures."

Language: Stress the importance of collaboration within the industry to establish standardised safety protocols. Highlight that by participating in HOTHREAT, associations can contribute to raising the overall security standards for the hospitality sector.

3. Public and Private Agencies (UNWTO), Security Services, Law Enforcement Agencies:

Key Message: "Strengthening Public Safety with Strategic Partnerships."

Language: Emphasise the project's role in fostering cooperation between security services, law enforcement agencies, and hospitality establishments. Highlight the potential for more effective crisis management and response through joint efforts.

4. Relevant EU Bodies (CBRN Advisory Group, DG Home Affairs, Europol, Cefpol):

Key Message: "Addressing CBRNe Threats Together for a Safer Hospitality Facilities in Europe."

Language: Showcase the alignment of HOTHREAT with European security initiatives. Emphasize that the project's outcomes can contribute to enhancing the continent's preparedness and response capabilities against CBRNe threats.

5. Governmental Institutions and Policy Makers (Ministries of Tourism and Local Governmental Departments):

Key Message: "Policy Support for Safer Tourism and Stronger Communities."

Language: Highlight how HOTHREAT's recommendations align with national security strategies and tourism policies. Emphasise that investing in CBRNe protection measures can lead to safer tourism destinations and more resilient communities.

6. Participants in Events and Trainings:

Key Message: "Empower Yourself with Essential CBRNe Knowledge and Skills."

Language: Convey the value of participating in HOTHREAT events and trainings to gain practical skills in CBRNe preparedness, crisis management, and response. Highlight that these skills are not only professionally enriching but also contribute to personal safety awareness.

7. End-Users and General Public:

Key Message: "Promoting a Safer Environment for All."

Language: Communicate the broader impact of the project on public safety and awareness. Encourage people to support and patronise establishments that prioritize CBRNe protection, contributing to a safer overall environment.

Emphasis should be placed on using precise, succinct language meticulously tailored to resonate with the distinct interests and apprehensions of each target group. Vital to this communication strategy is the art of highlighting the concrete advantages and pragmatic achievements that await the active involvement of each stakeholder with the HOTHREAT project.

III. Sustainability & Exploitation

The project specifically emphasises sustainability and long-term impact by actively involving end-users as integral project members. This approach ensures the development of solutions that effectively address the needs and conditions of the ultimate beneficiaries. Furthermore, the project's main outcomes will be accessible on an online platform, which will be maintained for a minimum of 2 years post-project completion. This platform not only facilitates access to project results but also enables cascade training and self-study for interested end-users. The consortium includes partners specialising in training and consultancy within this domain, ensuring the integration of project results into their offerings. Additionally, the project promotes the free-of-charge further exploitation of the developed results by third parties. To guarantee the suitability of project outcomes, a gold standard certification process for hotels and conference centres will be established.

To ensure a long-term and wider impact of the project we will engage with international and national hotel chains, public and private tourist organisations and sector national and international

associations. Project results will be introduced to leading hotel operators of security systems as a standard in the security systems of leading hotels which will set a benchmark for good practices, encouraging other facilities in the EU and worldwide to follow suit. This will greatly contribute to the project's sustainability and the continued utilisation of its outcomes beyond the funding period. The project's impact on an EU scale will be amplified through communication channels such as DG HOME's fact sheets and the CBRN Advisory Group, collaboration with international police organisations like CEPOL and EUROPOL, engagement with the ATLAS group, and the inclusion of authorities, services representatives, and both public and private organizations in leisure and event facilities during exercises and events.

CSI will support all partners to develop a country-specific Sustainability & Exploitation Plan in order to flesh out their short and long-term planning of HOTHREAT in terms of sustainability and exploitation.

IV. WP6 – Tasks, Outputs & Indicators

This section breaks down the WP6 tasks, including the responsible partner, period of implementation, expected output and determined indicators.

ACTIVITY	Organization	Months																								
		M1	M2	M3	M4	M5	M6	M7	M8	M9	M10	M11	M12	M13	M14	M15	M16	M17	M18	M19	M20	M21	M22	M23	M24	
Task 6.1 - Creating and carrying out a Dissemination and Sustainability Plan	CSI																									
Task 6.2 - Developing and maintaining a project website	UniLodz																									
Task 6.3 - Developing and distributing promotional materials	F,Safe																									
Task 6.4 - Dissemination Events	P.Hilton																									
Task 6.5 - Participation in conference, publication of articles	UniLodz																									
Task 6.6 - Organizing a final conference	UniLodz																									

T6.1 Creating and carrying out a Dissemination & Sustainability Plan

Responsible Partner: CSI

Relevant Deliverable: D6.1 Dissemination & Sustainability Plan

Due Date: M4

Language: English

Format: Report

This task entails the creation of a document that will describe the plans of the consortium for disseminating the project, and for exploiting the results. The description of target groups with a strategy defined on how to reach them will be a key element of the plan. The DSP (this document) shall include a schedule of activities and will be a subject to revision on a yearly basis by the Steering Committee. The part on Exploitation aims to be progressing from an initial shared vision to a fully-fledged operational plan to exploit results after the end of the project.

T6.2 Development & Maintaining a project website

Responsible Partner: UniLodz

Relevant Deliverable: D6.2 Project Website

Due Date: M4

Format: DEC

Output: 1 website

Language: English

Link to the website: <https://hothreat.eu/>

The development of the project's website was developed by UniLodz during the first months of the project. The website is a crucial component of the dissemination of the project as it will provide the project overview highlighting updates on the project results, publications that will be developed by the team, projects events including workshops and conferences and others.

T6.3 Development and Distributing promotional material

Responsible Partner: F. Safe

Relevant Deliverable: D6.3 Promotional Materials

Due Date: M12

Format: Report

Relevant Milestone: M8 Distribution of project materials to stakeholders by CSI

Due Date: M18

This task entails the development and distribution of promotional material that will be disseminated online and on-site in our social media and events related to the project. Specifically:

- Short leaflet (2-4 pages) with basic information about the project
- Longer brochure (4-6 pages) focused on the target groups that will benefit from the project (see 1.8)
- Project Banner/Poster

Outputs: 1 leaflet, 1 brochure, 1 banner/1 poster

Language: English

Format: Electronic & Printed

T.6.4 Dissemination Events 1/2/3

Responsible Partner: Polaris Hilton

Relevant Deliverable: D6.4 Dissemination Event 1/2/3

Due Date: M24

Format: Workshops/Meeting and other

Within the project's lifespan, 3 meetings/workshops/events with and for potential stakeholders and citizens in EU Member States will be organised by consortium partners when the first results of the project become available.

The organisation of the events should provide the following evidence:

1. Invitation
2. Agenda
3. Participants list
4. Photos for proof and dissemination

Indicator: 30 people per event; minimum reach

Language: English & partner languages (depending on the country of the event)

T.6.5 Participation in conferences, publication of articles

Responsible Partner: UniLodz

Relevant Deliverable: None

Due Date: M24

Language: English

Under this task, each consortium member is tasked with participating in project-related events, fairs and conferences to foster the visibility of the project in order to increase the stakeholders' community and raise awareness among end-users on CBRNe threats. This task also includes the publication of articles that will be disseminated through the project's website and social media including papers in journals from JCR list.

T.6.6 Organising a final conference.

Responsible Partner: UniLodz

Relevant Deliverable: D6.5 Final Conference

Due Date: M24

Format: Other

Upon the project's conclusion, a culminating conference will be organised with the intent of showcasing the conclusive outcomes attained throughout the project's duration.

This conference organised by UniLodz will host:

- ✓ An expansive audience
- ✓ Key stakeholders
- ✓ Public officials
- ✓ Representatives from the European Commission

The primary objective of this conference is to divulge the accomplishments realised by the project, alongside outlining future trajectories for advancement in CBRNe threat prevention. Notably, the final conference will be synergistically linked with T5.5.

Indicator: 100 participants

V. Visibility & Dissemination Tools

4.1 HOTHREAT Logo

The HOTHREAT project's logo was designed to reflect its core message. The choice of two yellow triangles in the logo draws inspiration from emergency triangles, specifically those emphasising vigilance against CBRNe threats found in areas with chemical, nuclear, and explosive materials. The utilisation of yellow in emergency triangles serves the dual purpose of enhancing visibility and capturing attention.

UniLodz developed three draft logos from which the partners chose the one shown below.



Logo Colour Codes:

- #FEE20B
- #000000
- #444444
- #CCCCCC
- #F17032
- #FFFFFF

EU Emblem, Funding Program, Disclaimer and Project Number

All communication and promotional material should include acknowledgment of the ISF funding programme, in accordance with the Internal Security Fund of the European Commission. Partners should ensure that this information is mentioned **at least once** in every document/publication produced in the framework of HOTHEAT.

For consistency, the templates (MS Word, PPT and Canva) provided to the partners include all the information that is required to be shown in all publications and communications.

An example of the correct presentation of the project and its European funding is shown below:

Co-funded by the European Union. Views and opinions expressed are, however, those of the author(s) only and do not necessarily reflect those of the European Union or the European Commission. Neither the European Union nor the granting authority can be held responsible for them. Project number: 101100555.



For more information on the use of the EU emblem in the context of EU programmes visit: https://ec.europa.eu/info/sites/default/files/eu-emblem-rules_en.pdf.

HOTHREAT Templates

To ensure uniformity and enhance the prominent branding of HOTHREAT, the University of Lodz (UniLodz) has formulated Microsoft Word templates. These templates encompass two distinct formats—one tailored for deliverables and another designated for internal utilisation within the consortium of project partners. These templates will be applied across a spectrum of reporting contexts, spanning internal and external communication, as well as both informal and formal correspondence. Additionally, UniLodz undertook the development of a cohesive PowerPoint Presentation. This seeks to establish a consistent visual identity for all project-related presentations, contributing to the project's distinct recognition among a diverse array of stakeholders and affiliated entities, both internal and external.

The templates can be found in the shared folder in SharePoint.

HOTHREAT Social Media

The project partners have reached a consensus to employ two specific social networking platforms, namely X and LinkedIn, as they align most effectively with the project's inherent objectives. These platforms have been selected for their optimal capacity to heighten awareness regarding CBRNe threats and the imperative preparedness of conference centers, hotels, and leisure facilities to counteract and address such threats. By leveraging these platforms, we intend to strategically engage our network.

The communication and outreach efforts, including dissemination activities and publications, will be channelled through HOTHREAT's designated social media channels. A central aspect of this endeavour involves the consistent promotion of the project's dedicated hashtag, [#HOTHREAT_EU](#). This hashtag serves a dual purpose: it reinforces the project's distinct brand identity and serves as a metric to gauge the extent and impact of the project's dissemination activities. CSI was assigned with the task to create social media pages for HOTHREAT on LinkedIn and X (Twitter).

LinkedIn: <https://www.linkedin.com/company/101458355>

Twitter/X: https://twitter.com/HOTHREAT_EU

HOTHREAT Leaflets, Brochures, Banner and Posters

A leaflet has been developed by F. Safe, encompassing basic information about the project and its partnership. This leaflet is intended for dissemination at CBRNe-related events or activities organised by the partnership. A comprehensive brochure will also be created, centring on HOTHREAT's specific target groups and elucidating the advantageous outcomes they stand to attain through their engagement with the project. Additionally, the creation of banners and posters is underway, which will serve as impactful visual aids for in-person activities and events throughout the entire duration of the HOTHREAT project. These visual materials will play a pivotal role in enhancing the project's visibility and effectiveness within the various events and interactions it undertakes.

HOTHEAT Website

The development and maintenance of the project website is a responsibility undertaken by UniLodz. As a result, the project’s website will provide a project overview and highlights, updated information on the project results and public events including workshops and conferences.

Website: <https://hothreat.eu/>

Languages Available

The languages that were selected for the dissemination of the project are English and all the consortium partner’s official EU Languages, depending on the nature of the project result.

VI. Annexes

Annex I: Dissemination Log

Sample of a dissemination log on SharePoint

Instructions on how to use the log (screenshot from excel file)

Instructions for HOTHEAT - Dissemination Activities Log				
This log is to be filled by each partner organisation in order to keep track of the HOTHEAT dissemination activities they carry out. Each partner should fill the respective sheet (e.g. Reporting Period M1-M6) of each reporting period of this document.				
For each entry in the dissemination activity (Column A), partners should provide evidence under the designated 'Evidence' folder in Teams. Notably, audiovisual evidence, encompassing videos and photographs, should be placed in the specified activity folder corresponding to the reporting period. For example: WPG - Dissemination Logs - Countries (choose yours) - Organisations (choose yours) - Audiovisual Evidence - M1-M6 - Activity X				
Columns description		Explanation		
Activity number	Required	Resume numbering of the activities as they are already provided (1,2,3,4...). Each activity entry (COLUMN A) is linked with the respective folder (Activity X) under which evidence (screenshots, documents, presentations etc) will be submitted for that specific dissemination activity.		
Format of the event (Online, face to face, Hybrid, Other)	Required	You can select the format of the event from a drop-down list (online, face to face, hybrid, Other)		
Type of Activity	Required	You can select the type of the Activity (Meeting with a stakeholder/beneficiary/end-user, Conference/Seminar/Workshop, Publication, Networking Event, Social Media Post, Study Visit, WPG - T6.4 Dissemination Event, WPG - T6.6 Final Conference, Other)		
Description of the Activity	Required	(Workshop, conference, seminar,webinar, festival, trainings etc 60 words appx)		
Date	Required	The date the dissemination activity took place.		
City/Venue	Required	Where the activity was held.		
Target group	Required	The main target group of HOTHEAT to whom the activity was directed at (e.g. hotel staff, law enforcement, policy-makers, CBRNe experts etc.)	Reporting Period 1 (M1-M6):	June 1, 2023 - November 30, 2023
Number of direct reach of individuals reached	Required	Number of individuals directly reached through the activity.	Reporting Period 2 (M7-M12)	December 1, 2023 - May 31, 2024
Number of indirect reach of individuals reached	If any	Number of individuals indirectly reached through the activity.	Reporting Period 3 (M13-M18)	June 1, 2024 - November 30, 2024
Level of Dissemination	Required	Select the level of the dissemination activity from a drop-down list (Local, Regional, National, European, or International)	Reporting Period 4: (M19-M24)	December 1, 2024 - May 31, 2025
Evidence Uploaded in the relevant folder period?	If any	You can select YES or NO If you uploaded any evidence regarding the dissemination such as photos, videos etc.		
Any original links of the dissemination activity (youtube video, conference website etc)	If any	Include any original links of the dissemination Activity (link to relevant Facebook event, Conference website, Youtube video of the conference, relevant article/publication url).		

Annex 3: HOTHREAT Visual Identity

Below are several screenshots from HOTHREAT’s visual identity developed and provided by UniLodz:

HOTHREAT

Logo & colors – cheat sheet

Inspiration / moodboard



Logo (color)



Logo (alt, mono white)



Logo (alt, mono black)



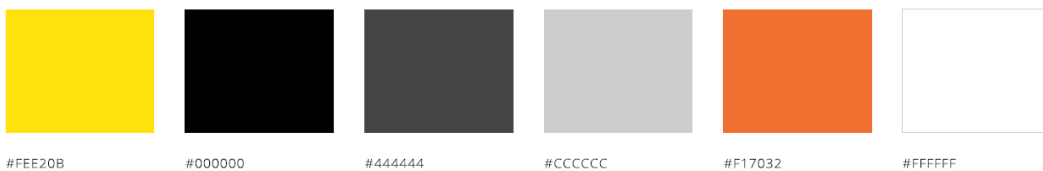
Logo (alt, mono white, photo background)



HOTHREAT

Logo & colors – cheat sheet

Colors



#FEE20B

#000000

#444444

#CCCCCC

#F17032

#FFFFFF

Fonts

Aa
Exo Black

Aa
Arial Bold

Aa
Exo Regular

Aa
Arial Regular

Annex 4: HOTHREAT Website

Link: <https://hothreat.eu/>

Annex 5: HOTHREAT Publications

Throughout the project's duration, consortium partners are required to publish articles and papers in JCR-listed journals. This activity aims to enhance the project's visibility, expand the stakeholder community, and raise awareness among end-users. Additionally, these articles and papers will be made available on the HOTHREAT project website. To streamline this process, CSI has developed a tool accessible [here](#) with the aim to keep track of all articles published throughout the project's lifespan.

	A	B	C	D	E	F	G	H	I
	No.	HOTHREAT's contact person for publication (e.g. Max/Unibotz)	Title of Publication	Description in simple words (min 100 words. It will be used to post on HOTHREAT's website and social media pages)	Authors	Title of the Journal/Proc./Book	Number, date or freq. of the Journal/Proc./Book	DOI	Link
1									
2	1								
3	2								
4	3								
5	4								
6	5								
7	6								
8	7								
9	8								
10	9								
11	10								
12	11								
13	12								
14	13								
15	14								
16	15								
17	16								
18	17								
19	18								
20	19								
21	20								

Annex 6: HOTHREAT Banner

HOTHREAT
C B R N

Tailored CBRNe Protection Measures for Hotels And Conference Centres

HOTHREAT Project aims to address the existing gap in protecting hotels from CBRNe terrorist threats

PROJECT OBJECTIVES

- BOOST AWARENESS AND PREPAREDNESS**
Icon: Presentation board and people
- INCREASE PREVENTION AND PROTECTION**
Icon: Gas mask
- PREPARE TRAINING MATERIALS AND AR SOLUTIONS**
Icon: Smartphone with AR overlay

QR codes for LinkedIn, Website, and X (Twitter)

HOTHREAT Project Partners

Research, expertise, technology

- UNIVERSITY OF LODZ
- SAFE
- Dynamic Safety Corporation
- ISEM INSTITUTE
- INTA
- KAMA
- Center For Social Innovation
- safety core
- siqoria
- KONNGRENT

End-users

- DOUBLE TREE by Hilton
- Aphrodite Hills
- Hotel Boss
- MICOSIA TOURISM BOARD
- WIKON

Law enforcement agencies

- POLÍCIA SEGURANÇA PÚBLICA
- Police of the Czech Republic
- Police of the Netherlands
- mossos d'esquadra

Co-funded by the European Union. Co-funded by the European Union. Views and opinions expressed are however those of the author(s) only and do not necessarily reflect those of the European Union or the European Commission. Neither the European Union nor the granting authority can be held responsible for them. Project number: 101102055.

Annex 7: HOTTHREAT Flyer

HOTTHREAT
C B R N

**Tailored CBRNe Protection Measures
for Hotels And Conference Centres**

CONSORTIUM 19 PARTNERS - 8 COUNTRIES
Poland, Spain, Slovakia, Greece, Romania, Cyprus, Italy, Portugal

HOTHREAT
 hotthreat.eu
 HOTHREAT_EU

Co-funded by the European Union. Views and opinions expressed are however those of the author(s) only and do not necessarily reflect those of the European Union or the European Commission. Neither the European Union nor the granting authority can be held responsible for them. Project number: 101190555.

The HOTTHREAT consortium fosters cooperation among private and public entities, experts, end-users, security companies, and law enforcement agencies. Its objective is to enhance the safety of EU member states by ensuring the security of hotels and conference centers in the context of CBRNe threats.

PROJECT TOOLS

CBRN EXPERTS Building capacities for hotels & conference centres	GUIDELINES Standardisation for better response
TRAINING Improving awareness response capacity	AR SOLUTIONS New technologies for situational awareness

THE CONSORTIUM

Co-funded by the European Union. Views and opinions expressed are however those of the author(s) only and do not necessarily reflect those of the European Union or the European Commission. Neither the European Union nor the granting authority can be held responsible for them. Project number: 101190555.