



MANDATE OF THE HORIZON 2020 "PROTECTION AND SECURITY ADVISORY GROUP" (PASAG)

TASK

Under the Specific Programme implementing Horizon 2020 (2014/2020)¹, the Commission is responsible for drawing up the work programmes. In doing so, the Commission wishes to draw on the best possible external advice.

Members of the "Protection And Security Advisory Group" (PASAG) should provide consistent and consolidated advice to the Commission services during the preparation of the Horizon 2020 work programmes, regarding the challenge "*Secure societies - Protecting freedom and security of Europe and its citizens*" of the Specific Programme.

Advice should be provided on relevant objectives and scientific, technological and innovation priorities by way of opinions, recommendations or reports.

Advice should pertain to activities under this challenge, including, where relevant, impact, international cooperation; multi-disciplinarity, including social and economic sciences and humanities, and cross-cutting research and innovation; responsible research and innovation including gender; research career development, doctoral training, and skills; bridging from discovery to market application; responding to emerging needs and unforeseen policy needs; sustainable development and climate change, including how this challenge can contribute to the expenditure targets²; dissemination and knowledge transfer; outreach, and SME participation.

In view of preparing for the 2020 work programme, Advisory Groups will be requested to focus their advice on (i) how to maximise the societal and economic impact of EU-funded research and innovation, (ii) how to define possible large-scale, cross-disciplinary and cross-sectoral research and innovation missions, building on the experience of focus areas; and (iii) how to involve civil society and citizens in research and innovation programming and execution. Advisory Groups may also provide recommendations on how best to organise external and stakeholder advice for EU research and innovation programming and execution, based on their experience with Horizon 2020.

¹ Council Decision of 3 December 2013 establishing the specific programme implementing Horizon 2020 – the Framework Programme for Research and Innovation (2014-2020)

² "Climate action and resource efficiency are mutually reinforcing objectives for achieving sustainable development. The specific objectives relating to both should be complemented through the other specific objectives of Horizon 2020. As a result it is expected that at least 60% of the overall Horizon 2020 budget should be related to sustainable development. It is also expected that climate-related expenditure should exceed 35% of the budget, including mutually compatible measures improving resource efficiency." Horizon 2020 Regulation, EU/1291/2013 of 11 Dec. 2013, recital #10.

The Group may provide recommendations on potential expert evaluators in relation to calls for proposals under their mandate. The final selection of experts will remain the responsibility of the Commission services and funding bodies. The Advisory Groups may also provide input to monitoring of the implementation of Horizon 2020.

The Advisory Group must provide a written input to be made public for each work programme. The advice received from the Group will complement other sources of external advice received by the Commission services. While providing the Group with feedback on the use of the advice and input given, the Commission and its services retain the right of initiative. The Advisory Group does not take binding decisions.

CAPACITY

Experts participate in the Advisory Group in their individual capacity, acting independently and expressing their own personal views.

The Advisory Group should be composed of experts showing the relevant competence and as a whole the group should be able to provide advice on the whole spectrum of tasks assigned to it. The Advisory Group should have members with particular expertise in social science and humanities, gender dimension, and international cooperation.

Experts commit themselves to discuss questions put forward and provide advice in their relevant field of expertise to the best of their ability and in the best interest of EU research and innovation. They also commit themselves to respect the rules related to confidentiality and conflicts of interest.

Advice to the Commission is the result of discussions within the Group. This advice is expected to represent the consensus view of the Group. However, in the event that a consensus cannot be found, for whatever reason, individual experts may request to have divergent views recorded.

As well as bringing forward their own collective expertise, the Group may also be a focal point for processing inputs from across society related to this challenge. The Group will thereby support outreach and strengthening of the Commission services' dialogue with a wider group of stakeholders.

DURATION OF SERVICE

Each expert will serve until 31st of December 2020.

CHAIRS, VICE-CHAIRS

During the first meeting, the Group shall elect the Chair and, if needed, the Vice-chair by a simple majority for the two-year period.

COORDINATION OF ADVISORY GROUPS

To avoid fragmentation and to ensure that cross-cutting issues and opportunities for joint action are identified, the Group Chairs may meet. In addition, the experts with expertise in the mainstreamed cross-cutting issues like, for instance, gender may also meet on a regular basis to provide a critical mass of specialised expertise to assist with additional horizontal advice on such important issues, while at the same time ensuring clear links between the horizontal and more specialised level.

MEETINGS

The Commission services may choose the frequency of meetings which seems most appropriate, provided that the Group is properly involved in the preparation of each work programme.

Working groups composed of a sub-set of experts may be created for specific purposes in agreement with the Commission services. They shall operate in accordance with the rules laid down by the Advisory Group and with the horizontal Commission rules for expert groups, and shall be dissolved as soon as their mandate is fulfilled.

Additional experts may be invited to the meetings of the Group to take part in discussions on a particular subject.

The meetings of the Advisory Group and subgroups shall, in principle, be held on Commission premises.

DATA PROTECTION AND TRANSPARENCY

As the management of an Advisory Group implies collecting and processing private data, the procedures provided for by Regulation (EC) 45/2001³ apply.

To this end, each Advisory Group designated expert receives, together with the invitation letter, the 'Service Specific Privacy Statement' by which the expert will be informed of the nature of the process.

By becoming member of the Advisory Group, each expert agrees to have his or her name made public as a member of the Group, including on the internet, and to the publication of written inputs that are produced by the Advisory Group

Following this procedure, the Commission will make publicly available:

- The names of the Advisory Group experts.
- The written advice provided by the Advisory Group.

The information will be published in the Commission's public register of expert groups.

CONFIDENTIALITY AND CONFLICT OF INTEREST

Each Advisory Group expert must submit a declaration of interest form together with an updated CV, motivation letter, and selection form in accordance with the Commission decision of 30 May 2016 establishing horizontal rules on the creation and operation of Commission expert groups⁴.

The rules on confidentiality and conflict of interest are the following:

³ Regulation (EC) No 45/2001 of the European Parliament and of the Council of 18 December 2000 on the protection of individuals with regard to the processing of personal data by the Community institutions and bodies and on the free movement of such data (OJ L 8 of 12.1.2001, p. 1).

⁴ Commission Decision (2016) 3301 of 30 May 2016 establishing horizontal rules on the creation and operation of Commission expert groups

- The Advisory Group experts as well as experts' representatives and invited experts shall comply with the obligations of professional secrecy laid down by the Treaties and their implementation rules, as well as with the Commission's rules on security regarding the protection of EU classified information⁵. Experts are therefore required to not divulge information given in the context of the work of the Advisory Group unless the Commission agrees to release them from the confidentiality obligations. At the same time, experts must ensure the protection of such confidential information and documents with the same level of protection it uses to protect its own confidential information, but in no case any less than reasonable care. Should they fail to comply with these obligations the Commission may take appropriate measures, including, if necessary, the partial or total exclusion of the expert from the Advisory Group meetings.
- The Advisory Group experts must not use confidential information and documents for any purpose other than fulfilling their obligations and must not seek nor act in any way to take advantage of or exercise undue influence on the implementation of Horizon 2020.

Participation in the Group will not be compatible with the following conflicts of interest:

- Assisting the Commission services in evaluating proposals and monitoring projects under the specific areas of research, innovation and technological development covered by this Advisory Group.
- Acting as Member State delegates/representatives or experts/advisers accompanying Member States delegates/representatives, or Associated State observers, in the Programme Committee assisting the Commission; or called as experts before these committees (except the Chair-person of the Group who can be invited by the Chair-person of a Committee to present the work of the Advisory Group).

The Advisory Group experts may participate in consortia under Horizon 2020. However, should any item of the agenda or any subject discussed in a given meeting of the Group be of relevance for projects or proposals under Horizon 2020 that an expert, or the organisation to which he/she belongs, has submitted or is likely to submit, the expert in question should inform the Commission services and the Group of the situation as soon as they are aware. The same applies in other situations that could give rise to a conflict of interest (e.g. involvement of a close family member). The Commission will then take a decision on the participation of the expert on a case by case basis. The person in question may therefore be requested to abstain from the deliberations and/or leave the room during the discussion of the concerned item/subject. If necessary, the expert may be excluded partially or totally from the Advisory Group meetings.

In accordance with Decision C(2016)3301, Article 11 (5) Advisory Group Members are required to promptly inform the competent Commission department of any relevant change in the information previously provided, including as regards upcoming activities, in which case they must immediately submit a newly completed DOI form describing the change, in order to enable the Commission departments to assess it in due course. The

⁵ Commission Decision (EU, Euratom) 2015/444 of 13 March 2015 on the security rules for protecting EU classified information

chair of each expert group or sub-group shall, at the first meeting of each calendar year, remind all members of this obligation.

When an Advisory Group expert knowingly conceals a conflict of interest and this is discovered once a member, the Commission will exclude the expert in question from the group, without prejudice to penalties that may derive from other applicable Regulations.

REIMBURSEMENT

Travel and subsistence expenses will be reimbursed according to Commission decision of 5 December 2007, Article 4(6) (daily allowance and accommodation allowance increased by 50% compared to the standard allowances set up by this decision, with a minimum of EUR 300 when the increase applies to both the daily allowance and the accommodation allowance)⁶ or in accordance with any new Commission decision pertaining to this.

⁶ Rules on the reimbursement of expenses incurred by experts from outside the Commission invited to attend meetings in an expert capacity, C(2007)5858