

# CONTINUOUSLY OPEN CALL FOR APPLICATIONS FOR THE SELECTION OF MEMBERS OF THE “SINGLE PLATFORM FOR OPEN ROAD TESTING AND PRE-DEPLOYMENT OF COOPERATIVE, CONNECTED, AUTOMATED AND AUTONOMOUS MOBILITY”

## 1. Background and Scope

On 17 May 2018, the European Commission adopted its Communication ‘*On the road to automated mobility: An EU strategy for mobility of the future*’<sup>1</sup> (COM(2018) 283 final), whereby the Commission announced its intention to establish a single EU-wide platform grouping all relevant public and private stakeholders to coordinate open road testing of Connected and Automated Mobility (CAM) and make the link with pre-deployment activities.

The Commission’s Directorate-General for Mobility and Transport (‘DG MOVE’), in agreement with other Commission departments, namely the Directorate-General for Communications Networks, Content and Technology (‘DG CNCT’), Directorate-General for Internal Market, Industry, Entrepreneurship and SMEs (‘DG GROW’) and Directorate-General for Research and Innovation (‘DG RTD’), has set up an informal group of experts, the Single Platform for open road testing and pre-deployment of cooperative, connected, automated and autonomous mobility (‘the group’).

The group's task shall be to provide advice and support to the Commission in the field of testing and pre-deployment activities for Cooperative, Connected, Automated and Autonomous Mobility (CCAM). In particular, the group shall assist the Commission in the following CCAM related thematic areas:

- a) The coordination of CCAM research, testing, piloting, and pre-deployment activities, herein collectively referred to as “testing and pre-deployment activities”, in order to increase efficiency and effectiveness, and to integrate existing fora at EU-level.
- b) Within the scope of testing and pre-deployment activities, there are important challenges towards the deployment of CCAM that the group shall address, such as those pertaining to data access and exchange, road transport infrastructure, digital infrastructure, communication technology, cybersecurity, road safety, and legal frameworks, etc.
- c) In its Communication, the European Commission also announced that it would be establishing a partnership under the next European multiannual financial framework to give a clear long-term framework to the strategic planning of research and pre-deployment programmes on driverless mobility at EU and national levels. The single EU-wide platform shall advice on and support the generation of the work programme for this partnership.

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<sup>1</sup> [https://ec.europa.eu/transport/sites/transport/files/3rd-mobility-pack/com20180283\\_en.pdf](https://ec.europa.eu/transport/sites/transport/files/3rd-mobility-pack/com20180283_en.pdf)

In particular within the scope of testing and pre-deployment activities, the group shall advise and support the Commission in the following ways:

- a. To work towards developing an EU agenda for testing, in order to maximise coherence and complementarities between ongoing Research and Innovation (R&I) and testing activities in Europe, exploit synergies and identify possible fields for cooperation. This includes the definition of common priority use cases while keeping testing environments open for a broad range of forward-looking innovative use cases;
- b. To support the coordination of EU supported/financed R&I projects as well as pilots, demonstrations, large-scale testing and pre-deployment activities in Europe, with a focus on cross border issues, related to highly automated vehicles and driving systems for passenger vehicles, freight transport and shared mobility services;
- c. To gather and exchange experiences, best practices and knowledge on pilots, demonstrations and large-scale trials;
- d. To develop a common evaluation methodology in order to allow for comparison of results between tests. This includes establishing key performance indicators and common framework for the assessments of impacts from large-scale trials on safety, on mobility, and on the environment;
- e. To promote collaboration between the various actors involved and, if required, give inputs on pre-normative activities, standards and technical specifications within the European Standards Organisations or any relevant organisation; work towards a safety assessment methodology for Connected and Automated Vehicles (CAVs) that takes into account acceptable behaviour (especially in mixed traffic).
- f. To identify how access to, and exchange of, vehicle and infrastructure data may be facilitated through testing and pre-deployment activities, and assist in establishing a data governance framework in this context, taking into account the provisions and the implementation of relevant Commission Delegated Regulations under the Intelligent Transport Directive (2010/40/EU);
- g. To find, through testing and pre-deployment activities, common ground for addressing technical and legal issues that are relevant to access to, transfer, sharing, use and storage of data, including the use of data by artificial intelligence solutions;
- h. To carry out an assessment of the state-of-play of the cybersecurity framework for CCAM, identify possible gaps to tackle cybersecurity challenges for CCAM both at vehicle system and infrastructure system level, and identify best practices to ensure security of smart vehicles against cyber threats for car manufacturers and other actors of the smart mobility ecosystem. This shall include addressing vulnerability and robustness issues of artificial intelligence systems, and procedures for reporting cyber incidents;

- i. To identify how the physical and digital road infrastructure (such as signage, markings, traffic management centres, digital maps etc.) as well as the data requirements that support road usage applications/services (e.g. traffic regulations translated into a harmonised digital representation) can support automated mobility and improve road safety. The safety aspects to be addressed shall cover areas such as vehicle safety (including ability to cope with the different quality and type of roads, markings and signage), vehicle safety assessment/validation, interaction with other road users and road authorities e.g. by reporting incidents, driver reaction time, driver training, issues linked to mixed traffic conditions in the different physical infrastructures (motorways, urban and suburban roads), and whether, or how, these could lead to a possible classification in a harmonised way. The group will also promote collaboration between the various actors (e.g. public authorities, traffic managers etc.) to ensure high quality standards and accuracy of data.
- j. To support the coordination of activities that focus on telecommunication infrastructure including satellites and cellular networks, the internet of things, data storage, and information and communication technology (ICT) platforms that support CCAM and related services, and identify those hurdles that need to be overcome (e.g. spectrum, silo approaches);
- k. To identify how satellite navigation, notably Galileo and the European Geostationary Navigation Overlay Service (EGNOS), as well as satellite communication, can support the pre-deployment of automated vehicles; monitor progress and propose new activities for research and pre-deployment;
- l. To work on identifying actions to address societal and environmental concerns and support public awareness that are decisive for public acceptance, and consequently the uptake of connected and automated mobility by the diverse user groups;
- m. To review those legal issues that could affect the testing and pre-deployment of CCAM, such as traffic rules, vehicle legislation, processing of data and privacy, and how legal hurdles for testing and pre-deployment could be addressed in the context of projects.

The Commission is calling for applications with a view to selecting members of the group other than Member States' authorities and other public entities.

## **2. Features of the Group**

### **2.1. COMPOSITION**

The group shall consist of up to 100 members. The members shall be Member States' authorities<sup>2</sup> (at national, regional or local level e.g. Cities), other public entities, individuals appointed to represent a common interest, individuals appointed in a personal capacity and organisations at Member State or Union. Individuals appointed in personal capacity, individuals appointed to represent a common interest and organisations shall belong to one of the following sectors:

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<sup>2</sup> The Member States authorities involved shall be those competent in relation to the topics discussed, road safety, infrastructure, certification of technology, etc.

- drivers, passengers, and users of the various CCAM services during tests and trials;
- industry associations, notably vehicle manufacturers and suppliers for vehicle components, systems and modules, that provide the vehicles for testing; telecom or other ICT equipment manufacturers who provide communication and relevant ICT-systems for testing and pre-deployment;
- Mobility and transport service providers;
- Telecommunications service providers and equipment suppliers that provide, operate, and maintain the relevant communication infrastructure;
- Stakeholders from the artificial intelligence, internet of things, and data communities;
- Navigation chipset and receiver manufacturing industry;
- Automotive aftermarket industry, rental companies and other industries of the data economy interested in accessing and reusing car data e.g. for the creation of new services and products;
- Consultants in the mobility sector
- Providers of public services (e.g. road operators, and providers of infrastructure and utility services);
- User associations related e.g. to cyclists, pedestrians;
- European standardisation organisations;
- Research organisations (institutes, academia);
- Insurance companies; and
- recognised bodies established for the purposes of recording and handling cybersecurity events.

Members appointed in a personal capacity shall act independently and in the public interest. Members appointed to represent a common interest shall not represent an individual stakeholder, but a policy orientation common to different stakeholder organisations.

Individuals appointed to represent a common interest and individuals appointed in a personal capacity shall hold the citizenship of a Member State.

The organisations shall be established in one of the Member States.

Member States' authorities, organisations, and other public entities shall nominate their representatives and shall be responsible for ensuring that their representatives provide a high level of expertise. DG MOVE, in consultation with other relevant Commission departments, may refuse the nomination of a representative by an organisation if it considers this nomination inappropriate in light of the requirements specified in chapter 4 of this call. In such case, the organisation concerned shall be asked to appoint another representative.

## **2.2. APPOINTMENT**

Members shall be appointed by the Director-General of DG MOVE, in consultation with other relevant Commission departments, from applicants complying with the requirements referred to in chapter 4 of this call.

Members shall be appointed for a period of 3 years. They shall remain in office until the end of their term of office. Their term of office may be renewed.

Registration in the Transparency Register is required in order for individuals representing a common interest and organisations to be appointed.

DG MOVE shall appoint alternate members, in accordance with the same conditions as members, who shall automatically replace any members who are absent or indisposed.

Members who are no longer capable of contributing effectively to the group's deliberations, who in the opinion of DG MOVE do not comply with the conditions set out in Article 339 of the Treaty on the Functioning of the European Union or who resign, shall no longer be invited to participate in any meetings of the group and may be replaced for the remainder of their term of office.

### **2.3 RULES OF ENGAGEMENT AND OPERATION OF THE GROUP**

The work of the group is coordinated by the Directorate-General for Mobility and Transport of the European Commission in consultation with DG CNECT, DG GROW and DG RTD.

The group shall be chaired by a representative of DG MOVE. In agreement with DG MOVE, sub-groups may be chaired by a representative of another relevant Commission department.

The group shall act at the request of DG MOVE in compliance with the Commission's horizontal rules on expert groups ('the horizontal rules')<sup>3</sup>.

In principle, the group shall meet twice per year on Commission premises in order to discuss topics as outlined in Chapter 1 of this call. DG MOVE shall provide secretarial services. Secretarial services in the sub-groups shall be provided by the Commission department in charge of the sub-group.

Members and members' representatives should be prepared to attend meetings systematically, to contribute actively to discussions in the group, to be involved in preparatory work ahead of meetings, to examine and provide comments on documents under discussion, and to act, as appropriate, as 'rapporteurs' on ad hoc basis.

As a general rule, working documents will be drafted in English and meetings will be also conducted in English.

The group shall adopt its opinions, recommendations or reports by consensus. In the event of a vote, the outcome of the vote shall be decided by simple majority of the members. The members that voted against or abstained shall have the right to have a document summarising the reasons for their position annexed to the opinions, recommendations or reports.

In agreement with DG MOVE, the group may, by simple majority of its members, decide that deliberations shall be public.

Participants in the activities of the group and sub-groups shall not be remunerated for the services they offer. There shall be no reimbursement by the Commission of any travel

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<sup>3</sup> See Article 13.1 of the horizontal rules.

and subsistence expenses incurred by participants in the activities of the group and sub-groups.

The members of the group and their representatives, as well as invited experts and observers, are subject to the obligation of professional secrecy, which by virtue of the Treaties and the rules implementing them applies to all members of the institutions and their staff, as well as to the Commission's rules on security regarding the protection of Union classified information, laid down in Commission Decisions (EU, Euratom) 2015/443<sup>4</sup> and 2015/444<sup>5</sup>. Should they fail to respect these obligations, the Commission may take all appropriate measures.

On a proposal by and in agreement with DG MOVE the group shall adopt its rules of procedure on the basis of the standard rules of procedure for expert groups.

DG MOVE or, in the case of sub-groups, the Commission department in charge of the subgroup in question, may invite experts with specific expertise with respect to a subject matter on the agenda to take part in the work of the group or sub-groups on an ad hoc basis.

Individuals, organisations, and public entities may be granted an observer status, in compliance with the horizontal rules, by direct invitation. Organisations and public entities appointed as observers shall nominate their representatives. Observers and their representatives may be permitted by the Chair to take part in the discussions of the group and provide expertise. However, they shall not have voting rights and shall not participate in the formulation of recommendations or advice of the group.

DG MOVE or other Commission departments, in agreement with DG MOVE, may set up sub-groups for the purpose of examining specific questions on the basis of terms of reference defined by DG MOVE, in consultation with other departments and the group. Sub-groups shall operate in compliance with the horizontal rules and shall report to the group. They shall be dissolved as soon as their mandate is fulfilled. The members of sub-groups that are not members of the group shall be selected via a public call for applications.

#### **2.4. TRANSPARENCY**

The group shall be registered in the Register of Commission expert groups and other similar entities ('the Register of expert groups').

As concerns the group composition, DG MOVE shall publish the following data on the Register of expert groups:

- the name of individuals appointed in a personal capacity;
- the name of individuals appointed to represent a common interest; the interest represented shall be disclosed;
- the name of member organisations; the interest represented shall be disclosed;

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<sup>4</sup> Commission Decision (EU, Euratom) 2015/443 of 13 March 2015 on Security in the Commission (OJ L 72, 17.3.2015, p. 41).

<sup>5</sup> Commission Decision (EU, Euratom) 2015/444 of 13 March 2015 on the security rules for protecting EU classified information (OJ L 72, 17.3.2015, p. 53).

- the name of other public entities;
- the name of observers;
- the name of Member States' authorities;
- the name of third countries' authorities.
- the names of representatives of Member States, public entities and organisations.

DG MOVE shall make available all relevant documents, including the agendas, the minutes and the participants' submissions, either on the Register of expert groups or *via* a link from the Register to a dedicated website, where this information can be found. Access to dedicated websites shall not be submitted to user registration or any other restriction. In particular, DG MOVE shall ensure publication of the agenda and other relevant background documents in due time ahead of the meeting, followed by timely publication of minutes. Exceptions to publication shall only be foreseen where it is deemed that disclosure of a document would undermine the protection of a public or private interest as defined in Article 4 of Regulation (EC) N° 1049/2001<sup>6</sup>.

Personal data shall be collected, processed and published in accordance with Regulation (EU) 2018/1725<sup>7</sup>.

### **3. Application procedure**

Interested individuals and organisations are invited to submit their application to the European Commission, DG Mobility and Transport.

Applications must be completed in one of the official languages of the European Union. However, applications in English would facilitate the evaluation procedure. If another language is used, it would be helpful to include a summary of the CV in English.

Organisations shall indicate the name of their representative(s) in the group.

An application will be deemed admissible only if it includes the documents referred to below. All documents submitted by applicants should be duly filled in, legible, signed and numbered sequentially.

#### Supporting documents

Each application shall include the following documents:

- a cover letter explaining the applicant's motivation for answering this call and stating what contribution the applicant could make to the group;

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<sup>6</sup> These exceptions are intended to protect public security, military affairs, international relations, financial, monetary or economic policy, privacy and integrity of the individual, commercial interests, court proceedings and legal advice, inspections/investigations/audits and the institution's decision-making process.

<sup>7</sup> Regulation (EU) 2018/1725 of the European Parliament and the Council of 23 October 2018 on the protection of natural persons with regard to the processing of personal data by the Union institutions, bodies, offices and agencies and on the free movement of such data, and repealing Regulation (EC) No 45/2001 and Decision No 1247/2002/EC

- a classification form duly filled in specifying the member category for which the application is made (Annex I).
- a selection criteria form duly filled in documenting how the applicant fulfills the selection criteria listed in chapter 4 of this call (Annex II).

For individuals applying to be appointed as members of the group in a personal capacity or to represent a common interest, as well as for individuals indicated by organisations as their representatives, a *curriculum vitae* (CV) shall also be provided, preferably not exceeding three pages. All CVs shall be submitted in the European format (<https://europass.cedefop.europa.eu/en/documents/curriculum-vitae/templates-instructions>).

Individuals applying to be appointed as members of the group in a personal capacity must disclose any circumstances that could give rise to a conflict of interest by submitting a declaration of interests ('DOI') form on the basis of the standard DOI form for expert groups attached to this call. Submission of a duly completed DOI form is necessary in order to be eligible to be appointed in a personal capacity. DG MOVE shall perform the conflict of interest assessment in compliance with the horizontal rules<sup>8</sup>.

Additional supporting documents (e.g. publications) may be requested at a later stage.

#### Deadline for application

This call is an open call and applications can be received at any given time throughout the existence of the group. Following the first selection round, DG MOVE, in consultation with other relevant Commission departments, shall assess applications received if the work of the group requires additional members.

However, DG MOVE, in consultation with other relevant Commission departments, shall organise the first round of evaluations in view of the first meeting of the group in spring 2019. In order to be considered in the first round of evaluations and be able to attend the first meeting of the group if selected, applicants shall send duly signed applications by 10 April 2019 at the latest.

The date of sending will be established as follows:

- Where applications are sent by e-mail to the following e-mail address: EU-CCAM-Single-Platform@ec.europa.eu, the date of the e-mail will be the date of sending.
- Where applications are sent by post to the following address: European Commission, Directorate General for Mobility and Transport, Unit B4 secretariat – Rue Jean-André de Mot 28, 1040 Etterbeek, Brussels, Belgium, the postmark will be considered the date of sending.
- Where applications are hand-delivered to the following address: European Commission, Directorate General for Mobility and Transport, Unit B4 secretariat – Rue Jean-André de Mot 28, 1040 Etterbeek, Brussels, Belgium, the date on the receipt given upon delivery will be considered the date of sending.

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<sup>8</sup> Article 11 of the horizontal rules.



#### **4. Selection criteria**

DG MOVE will take the following criteria into account when assessing applications:

- proven and relevant competence and experience, including at European and/or international level, in areas relevant to CCAM, in particular research, testing, piloting, and pre-deployment activities (all applicants);
- proven and relevant competence and experience, including at European and/or international level, in at least one of the following areas relevant to automated and connected mobility: i) road safety, ii) access to and exchange of vehicle and infrastructure data, iii) road transport infrastructure, iv) telecommunications infrastructure, v) communication technologies, vi) cybersecurity, vii) artificial intelligence, viii) international legal frameworks related to the field of CCAM; ix) societal and environmental impacts of CCAM (all applicants);
- absence of circumstances that could give rise to a conflict of interest (individuals applying to be appointed in a personal capacity only);
- proven capacity to represent effectively the position shared by stakeholders (individuals applying to be appointed in order to represent a common interest only);
- competence, experience and hierarchical level of the proposed representatives (organisations only);
- good knowledge of the English language allowing active participation in the discussions (all applicants).
- individuals appointed to represent a common interest and individuals appointed in a personal capacity shall hold the citizenship of a Member State.
- organisations shall be established in one of the Member States.

#### **5. Selection procedure**

The selection procedure shall consist of an assessment of the applications performed by DG MOVE, in consultation with other relevant Commission departments, against the selection criteria listed in chapter 4 of this call, followed by the establishment of a list of the most suitable applicants, and concluded by the appointment of the members of the group.

When defining the composition of the group, DG MOVE shall aim at ensuring, as far as possible, a high level of expertise, as well as a balanced representation of relevant know how and areas of interest, while taking into account the specific tasks of the group, the type of expertise required, as well as the relevance of the applications received.

Where individual experts are appointed, either in their personal capacity or to represent a common interest, DG MOVE shall seek a geographical balance and a gender balance.

For any further information please contact Mr Marko Jandrisits, Telephone: (+32 22983642), e-mail: [EU-CCAM-Single-Platform@ec.europa.eu](mailto:EU-CCAM-Single-Platform@ec.europa.eu)

ANNEXES:

- Classification form
- Selection criteria form
- Standard declaration of interests<sup>9</sup>
- Guidance for filling in the declaration of interests
- Privacy statement

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<sup>9</sup> Only for individuals applying to be appointed in a personal capacity.

## Annex I - Classification form<sup>10</sup>

To be filled in by all applicants

This application is made as: (*please select only one option*)

- An individual applying to be appointed in a personal capacity (Type A member);** if appointed I shall act independently and in the public interest.

or

- An individual applying to be appointed to represent a common interest** shared by stakeholders in a particular policy area (**Type B member**); if appointed I shall not represent an individual stakeholder.

Transparency Register identification number: [...]<sup>11</sup>

or

- An organisation (Type C member).**

Transparency Register identification number: [...]

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To be filled in by organisations applying to be appointed as Type C members

This application is made as the following **type of organisation**: (*please select only one option, taking into account the definitions indicated below*).

- a) Academia, research Institutes and Think Tanks
- b) Banks/Financial institutions
- c) Companies/groups
- d) Law firms
- e) NGOs
- f) Professionals' associations
- g) Professional consultancies
- h) Trade and business associations
- i) Trade unions
- j) Other (please specify):

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<sup>10</sup> This form must be filled in, signed and returned with the application.

<sup>11</sup> If the individuals in question act as self-employed consultants, they should provide their own identification number. If the individuals in question do not act as self-employed consultants, they should provide the identification number of the organisation(s) of which they are employees, see Article 24 of the horizontal rules.

## Definitions for organisation types

### **Academia, Research Institutes and Think Tanks**

Universities, schools, research centers, think tanks and other similar bodies performing academic and/or educational activities.

### **Banks/Financial institutions**

Banks and other similar bodies providing financial services, including financial intermediation. All sorts of banks should be classified within this category, including national central banks.

### **Companies/groups**

Individual companies or groups of companies operating in the business sector, whether they are national companies or multinational ones.

### **Law firms**

Business entities formed by one or more lawyers to engage in the practice of law. The primary service rendered by a law firm is to advise clients (individuals or corporations) about their legal rights and responsibilities, and to represent clients in civil or criminal cases, business transactions, and other matters in which legal advice and other assistance are sought.

### **NGOs**

Non-profit organisations which are independent from public authorities and commercial organisations. Some NGOs are organised around specific issues, such as environment, consumer affairs, health and human rights.

### **Professionals' associations**

Non-profit organisations seeking to further the interests of individuals engaged in a particular profession, such as physicians, nurses, architects, engineers and lawyers. Professionals' associations are different from business associations, as they promote and defend the interests of individuals carrying on a specific profession, not the interests of companies operating in the business sector.

### **Professional consultancies**

Firms carrying on, on behalf of clients, activities involving advocacy, lobbying, promotion, public affairs and relations with public authorities.

### **Trade and business associations**

Private bodies representing the interests of its members operating in the business sector.

### **Trade unions**

Organisations of workers. The most common activities performed by trade unions include the negotiation of wages, work rules, rules governing hiring, firing and promotion of workers.

### **Other organisations**

Organisations which are not possible to classify in any other category.

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To be filled in by individuals applying to be appointed as Type B members and organisations applying to be appointed as Type C members

The applicant shall represent the following **interest**: (*please select one or more options, taking into account the definitions indicated below*):

- a) Academia/Research
- b) Civil society
- c) Employees/Workers
- d) Finance
- e) Industry
- f) Professionals
- g) SMEs
- h) Other (please specify):

#### Definitions for interests represented

##### **Academia/Research**

Universities, schools, research centers, think tanks and other similar bodies performing academic and/or educational activities.

##### **Civil society**

Civil society can be defined as the aggregate of non-governmental organisations and institutions that manifest interests and will of citizens or as individuals and organisations in a society which are independent of the government.

##### **Employees/workers**

Individuals working part-time or full-time under a contract of employment whether oral or written, express or implied, and having recognized rights and duties.

##### **Finance**

The management of revenues or the conduct or transaction of money matters, as in the fields of banking, insurance and investment.


## Industry

Companies and groups of companies whose number of employees and turnover or balance sheet total are higher than the ones of SMEs (see below).

## Professionals

Individuals operating in a particular profession, such as physicians, nurses, architects, engineers and lawyers.

## SMEs

"SME" stands for small and medium-sized enterprises – as defined in EU law: [EU recommendation 2003/361](#) .

The main factors determining whether a company is an SME are:

1. **number of employees** and
2. either **turnover or balance sheet total**.

Company category Employees Turnover or Balance sheet total

Medium-sized      < 250      ≤ € 50 m    ≤ € 43 m

Small                < 50        ≤ € 10 m    ≤ € 10 m

Micro                < 10        ≤ € 2 m     ≤ € 2 m

These ceilings apply to the figures for individual firms only. A firm which is part of larger grouping may need to include employee/turnover/balance sheet data from that grouping too.

## Other interest

Interest which is not possible to classify in any other category.

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To be filled in by individuals applying to be appointed as Type B members and organisations applying to be appointed as Type C members

Please select one **or more policy areas** in which you/your organisation operate(s):

- Agriculture
- Archaeology
- Architecture
- Audiovisual and media
- Audit
- Banking
- Biodiversity
- Civil protection
- Civil service
- Climate
- Competition
- Conservation
- Consumer affairs
- Culture
- Cultural Heritage
- Cultural Landscape
- Customs
- Development
- Disaster Risk Reduction
- Economy
- Education
- Employment and social affairs
- Energy
- Engineering (chemical)
- Engineering (civil)
- Engineering (infrastructure)
- Engineering (IT)
- Engineering (maritime)
- Engineering (space policy)
- Engineering (space research)
- Enlargement
- Environment
- Equal opportunities
- External relations
- External trade
- Finance
- Fisheries and aquaculture
- Food safety
- Forestry
- Fundamental rights
- Humanitarian aid
- Industry
- Information society
- Innovation
- Insurance
- Labour
- Land management

- Law (civil)
- Law (corporate)
- Law (criminal)
- Law (taxation)
- Linguistics and Terminology
- Livestock
- Medical profession
- Migration
- Natural resources
- Plant production
- Public affairs
- Public health
- Public relations
- Raw materials
- Research
- Science
- Science diplomacy
- Security
- Smart specialisation
- Social service
- Space and Satellites (policy)
- Space and Satellites (research)
- Sport
- Statistics
- Sustainable Development
- Systemic eco-innovation
- Tax
- Trade
- Training
- Transport
- Urban development
- Water
- Youth
- Other



For individuals applying to be appointed as Type A members

Title: .....

Surname: .....

First name: .....

Date: .....

Signature .....

For individuals applying to be appointed as Type B members

Title: .....

Surname<sup>12</sup>: .....

First name<sup>13</sup>: .....

Date: .....

Signature .....

For organisations applying to be appointed as Type C members

Name of the organisation<sup>14</sup>: .....

Surname of the representative proposed: .....

First name of the representative proposed: .....

Surname of the person applying on behalf of the organisation: .....

First name of the person applying on behalf of the organisation: .....

Date: .....

Signature .....

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<sup>12</sup> It is mandatory to use exactly the same name used when registering in the Transparency Register.

<sup>13</sup> Idem.

<sup>14</sup> Idem.

## Annex II: Selection criteria form<sup>15</sup>

Applicants are requested to describe how they fulfil the selection criteria listed in this call.

Proven and relevant competence and experience, including at European and/or international level, in areas relevant to CCAM, in particular research, testing, piloting, and pre-deployment activities	
Proven and relevant competence and experience, including at European and/or international level, in at least one of the following areas relevant to automated and connected mobility: i) road safety, ii) access to and exchange of vehicle and infrastructure data, iii) road transport infrastructure, iv) telecommunications infrastructure, v) communication technologies, vi) cybersecurity, vii) artificial intelligence, viii) international legal frameworks related to the field of CCAM; ix) societal and environmental impacts of CCAM	
Proven capacity to represent effectively the position shared by stakeholders	
Competence, experience and hierarchical level of the proposed representatives	
Good knowledge of the English language allowing active participation in the discussions	
Individuals appointed to represent a common interest and, individuals appointed in a personal capacity shall hold the nationality of a Member State	
Organisations shall be established in one of the Member States.	

For individuals applying to be appointed as Type A members

Title: .....

Surname: .....

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<sup>15</sup> This form must be filled in, signed and returned with the application.

First name: .....

Date: .....

Signature .....

For individuals applying to be appointed as Type B members

Title: .....

Surname<sup>16</sup>: .....

First name<sup>17</sup>: .....

Date: .....

Signature .....

For organisations applying to be appointed as Type C members

Name of the organisation<sup>18</sup>: .....

Surname of the representative proposed: .....

First name of the representative proposed: .....

Surname of the person applying on behalf of the organisation: .....

First name of the person applying on behalf of the organisation: .....

Date: .....

Signature .....

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<sup>16</sup> It is mandatory to use exactly the same name used when registering in the Transparency Register.

<sup>17</sup> Idem.

<sup>18</sup> Idem.

### **Annex III: Standard declaration of interests (DOI) form for individuals applying to be appointed as members of expert groups or sub-groups in a personal capacity**

Legal basis:

Commission Decision C(2016)3301 final establishing horizontal rules on the creation and operation of Commission expert groups, Articles 2(4) and 11.

Definitions:

**"Conflict of interest"** means any situation where an individual has an interest that may compromise or be reasonably perceived to compromise the individual's capacity to act independently and in the public interest when providing advice to the Commission in relation to the subject of the work performed by the expert group or sub-group in question.

**"Immediate family member"** means the individual's spouse, children and parents. "Spouse" includes a partner with whom the individual has a registered non marital regime. "Children" means the child(ren) the individual and the spouse have in common, the own child(ren) of the individual and the own child(ren) of the spouse.

**"Legal entity"** means any commercial business, industry association, consultancy, research institution or other enterprise whose funding is significantly derived from commercial sources. It also includes independent own commercial businesses, law offices, consultancies or similar.

**"Body"** means a governmental, international or non-profit organisation.

**"Meeting"** includes a series or cycle of meetings.

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**Please answer each of the questions below. If the answer to any of the questions is "yes", please briefly describe relevant interests and circumstances, as appropriate.**

**If you do not describe relevant interests, your DOI form will be considered incomplete and, therefore, your application to be appointed as a member of an expert group or sub-group in a personal capacity shall be rejected.**

First name:

Family name:

Expert group/sub-group:

## 1 EMPLOYMENT CONSULTANCY AND LEGAL REPRESENTATION

	<i>Within the past 5 years, were you employed or have you had any other professional relationship with a natural or legal entity, or held any non-remunerated post in a legal entity or other body with an interest in the field of activity of the expert group/sub-group in question?</i>	<b>yes</b>	<b>no</b>
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<b>1a</b>	<b>Employment</b>	<input type="checkbox"/>	<input type="checkbox"/>
<b>1b</b>	<b>Consultancy, including services as an advisor</b>	<input type="checkbox"/>	<input type="checkbox"/>
<b>1c</b>	<b>Non-remunerated post</b>	<input type="checkbox"/>	<input type="checkbox"/>
<b>1d</b>	<b>Legal representation</b>	<input type="checkbox"/>	<input type="checkbox"/>

<b>Activity</b>	<b>Time period (from... until month/year)</b>	<b>Name of entity or body</b>	<b>Description</b>

## 2 MEMBERSHIP OF MANAGING BODY, SCIENTIFIC ADVISORY BODY OR EQUIVALENT STRUCTURE

	<i>Within the past 5 years, have you participated in the internal decision-making of a legal entity or other body with an interest in the field of activity of the expert group/sub-group in question or have you participated in the works of a Scientific Advisory Body with voting rights on the outputs of that entity?</i>	<b>yes</b>	<b>no</b>
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<b>2a</b>	<b>Participation in a decision-making process</b>	<input type="checkbox"/>	<input type="checkbox"/>
<b>2b</b>	<b>Participation in the work of a Scientific Advisory Body</b>	<input type="checkbox"/>	<input type="checkbox"/>

<b>Activity</b>	<b>Time period (from... until month/year)</b>	<b>Name of legal entity or body</b>	<b>Description</b>

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### 3 RESEARCH SUPPORT

	<i>Within the past 5 years, have you, or the research entity to which you belong, received any support from a legal entity or other body with an interest in the field of activity of the expert group/sub-group in question?</i>	<b>yes</b>	<b>no</b>
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<b>3a</b>	<b>Research support, including grants, rents, sponsorships, fellowships, non-monetary support</b>	<input type="checkbox"/>	<input type="checkbox"/>
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<b>Activity</b>	<b>Time period (from... until month/year)</b>	<b>Name of legal entity or body</b>	<b>Description</b>

### 4 FINANCIAL INTERESTS

	<i>Do you have current investments in a legal entity with an interest in the field of activity of the expert group/sub-group in question, including holding of stocks and shares, and which amounts to more than 10,000 EUR per legal entity or entitling you to a voting right of 5% or more in such legal entity?</i>	<b>yes</b>	<b>no</b>
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<b>4a</b>	<b>Shares</b>	<input type="checkbox"/>	<input type="checkbox"/>
<b>4b</b>	<b>Other stock</b>	<input type="checkbox"/>	<input type="checkbox"/>

<b>Investment</b>	<b>Name of legal entity</b>	<b>Description</b>

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## 5 INTELLECTUAL PROPERTY

	<i>Do you have any intellectual property rights that might be affected by the outcome of the work carried out by the expert group/sub-group in question?</i>	<b>yes</b>	<b>no</b>
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<b>5a</b>	<b>Patent, trademarks, or copyrights</b>	<input type="checkbox"/>	<input type="checkbox"/>
<b>5b</b>	<b>Others</b>	<input type="checkbox"/>	<input type="checkbox"/>

<b>Intellectual property</b>	<b>Description</b>

## 6 PUBLIC STATEMENTS AND POSITIONS

	<i>Within the past 5 years, have you provided any expert opinion or testimony in the field of activity of the expert group/sub-group in question, for a legal entity or other body as part of a regulatory, legislative or judicial process? Have you held an office or other position, paid or unpaid, where you represented interests or defended an opinion in the field of activity of the expert group/sub-group in question?</i>	<b>Yes</b>	<b>no</b>
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<b>6a</b>	<b>For a legal entity or other body as part of a regulatory, legislative or judicial process</b>	<input type="checkbox"/>	<input type="checkbox"/>
<b>6b</b>	<b>Represented interests or defended an opinion</b>	<input type="checkbox"/>	<input type="checkbox"/>

<b>Activity</b>	<b>Time period (from... until month/year)</b>	<b>Name of legal entity or body</b>	<b>Description</b>

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**7 INTERESTS OF IMMEDIATE FAMILY MEMBERS** **yes** **no**

<b>7a</b>	<b>To your knowledge, are there any interests of your immediate family members which could be seen as undermining your independence when providing advice to the Commission in the field of activity of the expert group/sub-group in question?</b>	<input type="checkbox"/>	<input type="checkbox"/>
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Interests	Time period (from... until month/year)	Name of legal entity or body	Description

<b>7b</b>	If interests of your immediate family members are declared, it is your responsibility to inform them about the collection and publication of information on their interests included in the DOI and to provide them with the privacy statement attached to the guidance for filling in this DOI, and this at the latest when you file the DOI form with the Commission.
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**8 OTHER RELEVANT INFORMATION** **yes** **no**

<b>8a</b>	<b>Are there any other elements that could be seen as undermining your independence when providing advice to the Commission in the field of activity of the expert group/sub-group in question?</b>	<input type="checkbox"/>	<input type="checkbox"/>
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Description:

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**I hereby declare on my honour that I have read the guidance for completing this form.**

**I also declare on my honour that the information disclosed in this form is true and complete to the best of my knowledge.**

**Should there be any change to the above information, including as regards upcoming activities, I will promptly notify the competent Commission department and complete a new DOI form describing the changes in question.**

**I am informed that my personal data are stored, processed and published by the Commission in accordance with Regulation (EC) N° 45/2001.**

Date: \_\_\_\_\_

Signature: \_\_\_\_\_

\*\*\*\*\*

Your DOI form shall be made publicly available on the Register of Commission Expert Groups and Other Similar Entities, as long as you are appointed as member of the expert group or sub-group in a personal capacity. Technical measures will be taken to indicate to search engines that your DOI form should not appear in search results.

## **Annex IV: Guidance for filling in the declaration of interests (DOI) form by individuals applying to be appointed as members of expert groups or sub-groups in a personal capacity**

According to the Commission's horizontal rules on expert groups ('the horizontal rules'), Commission expert groups and other similar entities are consultative bodies<sup>19</sup>, the role of which is to provide advice and expertise to the Commission and its departments in relation to a number of tasks<sup>20</sup>. Individuals appointed as members of expert groups or sub-groups in a personal capacity are due to act independently and in the public interest<sup>21</sup>.

In order to ensure the highest integrity of experts, you are requested to duly complete the DOI form. You are required to disclose any circumstances that could give rise to a conflict of interest, i.e. any situation where your interests may compromise or may reasonably be perceived to compromise your capacity to act independently and in the public interest in providing advice to the Commission, in relation to the subject of the work performed by the expert group or sub-group in question. In particular, you must disclose in this DOI form any relevant professional and financial interests.

You must also declare relevant interests of your immediate family members. If interests of your immediate family members are declared, it is your responsibility to inform them about the collection and publication of information on their interests included in this DOI form and to provide them with the privacy statement attached to this guidance, and this at the latest when you file the DOI form with the Commission.

Please submit the completed DOI form to the competent Commission department, together with your CV, as part of your application to become member of an expert group or sub-group in a personal capacity. If there is any change concerning the information provided in the form, including on upcoming activities, you must promptly inform the competent Commission departments by completing a new DOI form which describes the changes in question.

Please note that having a declared interest does not necessarily mean having a conflict of interest. Answering "Yes" to a question on this DOI form does not automatically disqualify you or limit your participation in an expert group or sub-group. The competent Commission departments will review your answers in accordance with the horizontal rules and determine whether a conflict of interest relevant to the subject at hand exists<sup>22</sup>.

Where the competent Commission departments conclude that no conflict of interest exists, you are eligible to be appointed in a personal capacity. Where the competent Commission departments conclude that your interests may compromise or be reasonably perceived to compromise your capacity to act independently and in the public interest when providing advice to the Commission in relation to the subject of the work performed by the expert group or sub-group in question, they shall take one of the following measures to deal with the conflict of interest detected, depending on the specific circumstances:

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<sup>19</sup> C(2016) 3301, Article 2.1.

<sup>20</sup> Idem, Article 3.

<sup>21</sup> Idem, Article 7.2. (a).

<sup>22</sup> Idem, Article 11.

- You shall not be appointed in a personal capacity to the expert group or sub-group in question; in such case the competent Commission department shall inform you about the outcome of the conflict of interest assessment performed;
- You shall be appointed as member of the expert group or sub-group in a personal capacity with a number of specific restrictions: you may be excluded from certain meetings and/or activities carried out by the group, such as drafting opinions or recommendations; you may also be required to abstain from discussing certain agenda items and/or from any vote on those items;
- You shall be appointed as member of the expert group or sub-group representing a common interest shared by a number of stakeholders, after consultation of the stakeholders concerned.

Your DOI form shall be made publicly available on the Register of Commission Expert Groups and Other Similar Entities, as long as you are appointed as member of the expert group or sub-group in a personal capacity. Technical measures will be taken to indicate to search engines that your DOI form should not appear in search results.

If you decline to complete a DOI form, you are not eligible to be appointed as a member of the expert group or sub-group in question in a personal capacity.

Personal data shall be collected, processed and published by the Commission in accordance with Regulation (EU) 2018/1725.

## **PROTECTION OF YOUR PERSONAL DATA**

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#### **1. Introduction**

This privacy statement explains the reason for the processing, the way we collect, handle and ensure protection of all personal data provided, how that information is used and what rights you may exercise in relation to your data (the right to access, rectify, block etc.).

The European institutions are committed to protecting and respecting your privacy. As this service/application collects and further processes personal data, Regulation (UE) 2018/1725<sup>23</sup> of 23 October 2018, is applicable.

This statement concerns the Register of Commission Expert Groups and Other Similar Entities ('Register of expert groups') undertaken by the European Commission, Secretariat-General, Head of Unit G.4 (Institutional Affairs). The Register is a database containing a list of Commission expert groups and other similar entities and their sub-groups. For each expert group, the Register provides valuable information including on the Commission department which is running the group, as well as on the group members, mission and tasks. The Register also includes relevant documents which are produced and discussed by expert groups.

Personal data submitted to Commission departments as part of rejected applications are not published on the Register of expert groups. The competent Commission departments keep these data for six months and do not process them for other purposes.

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<sup>23</sup> Regulation (EU) 2018/1725 of the European Parliament and of the Council of 23 October 2018 on the protection of natural persons with regard to the processing of personal data by the Union institutions, bodies, offices and agencies and on the free movement of such data, and repealing Regulation (EC) No 45/2001 and Decision No 1247/2002 (OJ L 295, 21.11.2018, p. 39).

## **2. Why do we process your data?**

Purpose of the processing operation: The European Commission, Secretariat-General, Head of Unit G.4 (Institutional Affairs) ('the Data Controller') collects and uses your personal information to ensure transparency on expert groups' membership and activities.

The processing and publication on the Register of expert's personal data is necessary for the performance of a task carried out in the public interest, since it increases the transparency on Commission expert groups (article 5.1(a) of Regulation ((UE) 2018/1725).

As regards, in particular, the declarations of interests filled in by experts appointed in a personal capacity, the processing of personal data of these experts serves the public interest of enabling the Commission to verify the experts' independence in providing advice to the Commission. Furthermore, the public disclosure of declarations of interests allows for public scrutiny of the interests declared by experts appointed in a personal capacity, which is necessary in order to ensure public confidence in the independence of these experts. The public disclosure of declarations of interests also ensures a high degree of transparency with respect to the membership of expert groups and aims at contributing to fostering the integrity of the experts in question.

Art 39 of Regulation (UE) 2018/1725 is not applicable.

## **3. Which data do we collect and process?**

The personal data collected and further processed may be:

- Name;
- Professional title;
- Professional profile;
- Nationality;
- Gender;
- Interest represented (only for individuals applying to be appointed as members of expert groups or sub-groups representing a common interest and for the designated representatives of organisations applying to be appointed members of expert groups or sub-groups);
- Information included in the declarations of interest (only for individuals applying to be appointed as members of expert groups or sub-groups in a personal capacity).

## **4. How long do we keep your data?**

The Data Controller only keeps the data for the time necessary to fulfil the purpose of collection or further processing.

When an individual is no longer participating in a group listed in the Register of expert groups, all personal information related to this individual is removed from the Register. The competent Commission departments keep personal information for 5 years after the date where relevant individuals cease to participate in the work of the group.

Declarations of interests of individuals appointed as members or alternate members in a personal capacity of expert groups or sub-groups are published on the Register as long as they are members.

When a group is closed down, it remains published in the Register of expert groups for five years, with the indication 'Closed'. During such time, personal information other than the above-mentioned declarations of interests is visible on the Register.

An XML file is created daily with all the information regarding active groups. All versions of this file, showing the situation of the Register as of the day it was created, are stored in a file server for 5 years.

#### **5. How do we protect your data?**

All data in electronic format (e-mails, documents, uploaded batches of data etc.) are stored either on the servers of the European Commission or of its contractors, the operations of which abide by the European Commission's security decision (EU, Euratom) 2017/46 of 10 January 2017<sup>24</sup>. The Commission's contractors are bound by a specific contractual clause for any processing operations of your data on behalf of the Commission, and by the confidentiality obligations deriving from Regulation (EU) 2016/679 of 27 April 2016<sup>25</sup>.

#### **6. Who has access to your data and to whom is it disclosed?**

Information collected is publicly available on the Register of expert groups.

The XML files referred to in point 4 are not available neither via the internal application of the Register or the public version of the Register, and are only accessible to a reduced number of users in the System Owner and System Supplier's teams.

#### **7. What are your rights and how can you exercise them?**

According to Regulation (UE) 2018/1725, you are entitled to access your personal data and rectify and/or block it in case the data is inaccurate or incomplete.

If you do not wish to have your name published on the Register of expert groups, you may submit a request to the relevant Commission department for a derogation from publication. A derogation shall be granted where justified on compelling legitimate grounds in relation to your specific situation, in particular where disclosure of the experts' name could endanger your security or integrity.

You can exercise your rights by contacting the secretariat of the competent Commission department or in case of conflict the Data Protection Officer and if necessary the European Data Protection Supervisor using the contact information given at point 8 below.

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<sup>24</sup> Commission Decision (EU, Euratom) 2017/46 of 10 January 2017 on the security of communication and information systems in the European Commission (OJ L 6, 11.1.2017, p. 40).

<sup>25</sup> Regulation (EU) 2016/679 of the European Parliament and of the Council of 27 April 2016 on the protection of natural persons with regard to the processing of personal data and on the free movement of such data, and repealing Directive 95/46/EC (General Data Protection regulation) (OJ L 119, 4.5.2016, p. 1).

## **8. Contact information**

If you have comments or questions, any concerns or a complaint regarding the collection and use of your personal data, please feel free to contact the secretariat of the competent Commission department, using the following contact information:

The Data Processor: European Commission, Directorate General for Mobility and Transport, Unit B4, Rue Jean-André de Mot 28, 1040 Etterbeek; Mr. Marko Jandrisits; Tel.: +32 2 298 36 42; email: [EU-CAM-Single-Platform@ec.europa.eu](mailto:EU-CAM-Single-Platform@ec.europa.eu)

The Data Protection Officer (DPO) of the Commission: DATA-PROTECTION-OFFICER@ec.europa.eu

The European Data Protection Supervisor (EDPS): edps@edps.europa.eu

## **9. Where to find more detailed information?**

The Commission Data Protection Officer publishes the register of all operations processing personal data. You can access the register on the following link: <http://ec.europa.eu/dpo-register>

This specific processing has been notified to the DPO with the following reference: DPO-2194.8.