

TERMS OF REFERENCE
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H2020 High Level Expert group "Research, Innovation and Science Policy Experts (RISE)"

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1. Context and background information

The Commission agenda, the Europe post 2020 strategy and in particular the new EU R&I policy provide the policy rationale for the expert group on Research, Innovation, and Science Experts, hereinafter referred to as 'RISE'.

2. Purpose, objectives and scope

RISE shall give direct strategic advice and support to the European Commissioner for research, science and innovation on aspects related to the formulation and implementation of policies under his remit.

It shall notably address how EU research, innovation, and science policies should be formulated and implemented to improve the impact for citizens, society, and the economy. RISE shall also provide insight on how EU policy and investment can best contribute to improving the rate, direction, and reach of research and innovation. RISE members are expected to think proactively and "outside of the box."

The expert group will be renewed for the period from 1 February 2019 until 30 November 2019.

RISE is structured in one single group and it focuses on direct policy advice together with a longer term, more structural reflection on the role of EU R&I policy in the overall EU agenda and for the future. This includes reflection on how R&I can have a more central contribution to the EU 2030 agenda. In this period, RISE will focus on proposing a new narrative for the future European (EU & MS) R&I Policy, including a frame for concrete initiatives at the EU-level (which could include, for instance, Mission-Oriented R&I, the European Innovation Council and innovation eco-systems, overcoming the so called "innovation divide" etc...) and addressing any other topics requested by the Commissioner. RISE members will also actively participate in the dissemination of the "Tour d'Europe" initiative. The RISE group will also provide policy advice in support of the transition to a new Commission should this be required.

3. Working approach and methodology

Following consultation with the Cabinet of Commissioner Moedas and in agreement with Commission Service, Dr. Daria Gołębiowska-Tataj will continue to act as the Chair of the expert group. The Chair is in charge of harmonising the work of the group according to its specific mandate and in compliance with transparency rules. The Chair will also co-ordinate and drive the communication activities of the group, with the assistance of Commission Services.

The members of the expert group can provide independent advice, suggesting plural responses to the same or different policy questions. They can also, if relevant, organise targeted RISE workshops.

RISE will be supported by the Commission services, facilitating meetings, taking minutes¹, publishing

¹ Every meeting shall be followed up by a draft summary or minutes, to comply with transparency rules and legal requirement for any meetings implying Commission payments of travel and subsistence costs.

policy briefs and papers, launching background studies (reports), and liaising with relevant policy initiatives of the Commission.

External experts with specific competences relevant to a subject on the agenda may be invited by the Commission services to deliver a presentation or submit a written document.

The Commission services shall publish relevant information on the activities carried out by RISE, either by including it in the Commission expert register or via a link from the register to a dedicated RISE website at Europa server.

RISE shall comply with the standard rules of procedure², except where they are superseded by the content of these terms of reference.

4. Distribution of work among the experts

The RISE chair will fix the plenaries agendas, direct the plenaries, organise the work of the group (including preparation of work contributions and planning of written contributions in cooperation with the Commission) and summarise the main conclusions and actions arising before closing each meeting. In particular, at the outset of the RISE's work, the RISE Chair, in cooperation with Commission services will:

- a) Develop an operational work plan including the calendar of the meetings, a list of thematic areas that RISE will address, the tasks and responsibilities of RISE members, etc.—the plan may be adapted in the course of the work of RISE;
- b) Set up reporting requirements, enforce the format defined by the Commission for written deliverables, and establish quality control procedures.

Each individual RISE member will contribute to the work of RISE by:

- a) Taking an active part in the meetings of RISE, including in particular the plenaries, where the presence of all members is expected, RISE workshops on various topics and meetings with the Commissioner. Contribution to the meetings may include:
 - preparing written individual or joint contributions on agreed topics circulated in advance of meetings and presenting them at the meetings for discussion;
 - taking an active part in deliberations, commenting on presentations, documents, and the drafts of policy briefs and/or policy papers, and otherwise helping with the elaboration of policy briefs and/or policy papers during the meetings;
 - submitting written comments, when appropriate, on the contributions of other members and on drafts of policy briefs and/or policy papers after a meeting and in preparation for the next one;
 - Contributing to the communication activities of RISE
- b) Co-authoring a policy brief or the final report of the RISE expert group, in cooperation with the Commission services.

² Rule 15 of the Rules for Commission Expert Groups [C\(2010\) 7649 final](#), [SEC\(2010\) 1360 final](#).

A policy brief is understood as a concise, condensed analytical text endorsed by RISE, as a 'RISE document', issued in its name and substantiating a piece of policy advice or a policy recommendation. Its length shall be a minimum of 3-4 pages. Once identified and agreed upon, policy briefs shall be drafted and discussed as soon as possible before being endorsed by the relevant working group and subsequently published on the RISE website. Upon submission of the policy briefs, the authors should remain in close contact with the Commission services to ensure timely and high-standard delivery of the final products.

5. Meetings, reporting and deadlines

The group will meet with the Commissioner on his request; each individual member will also stay at the disposal of the Commissioner and his cabinet for *ad hoc* consultation. The group will have the possibility to organise *ad hoc* meetings or thematic workshops in Brussels, or elsewhere in Europe if justified, on their own or on the Commission's initiative³. All RISE members will meet together in a RISE plenary meeting in Brussels, or in another location in Europe if justified, at least once along the contract duration.

Upon each meeting, a summary or minutes shall be drafted and made publically available in compliance with transparency rules applicable to Commission's expert groups. The RISE secretariat shall ensure the elaboration of summaries or minutes, in collaboration with the RISE Chair.

6. Expert profiles

Expert profiles are based on their skills, experience and knowledge relevant for the tasks to be carried out, in particular:

- International recognition for the depth, reliability, and originality of their thinking in R&I including non-technological innovation;
- Demonstrated practical experience in designing, managing, and implementing R&I policies in public or private capacities;
- Confirmed advisory capacity on a European or international level;

Members

The Commission may choose to renew the members of RISE, change its size or revise its working method in light of these considerations.

The Commission may choose to amend the Terms of Reference.

³ With the prior agreement of the Commission services and within the agreed budget.