

## **The European Institute of Innovation and Technology**

### **Call addressed to individuals for the establishment of a database of prospective independent experts to assist the European Institute of Innovation and Technology (EIT) with tasks in connection with the evaluation and implementation of Knowledge and Innovation Communities (KICs)**

The European Institute of Innovation and Technology (EIT) hereby invites applications from individuals with a view to establishing a list of independent experts.

#### **1. Tasks of the experts**

The experts may be called upon to provide expertise in support of evaluations and of implementation of the EIT and of Knowledge and Innovation Communities (KICs).

The tasks entrusted to an expert shall involve neither the exercise of public authority nor the use of discretionary power of judgment.

The list shall be valid until 2013.

#### **2. Technical areas of the experts**

Experts must have a good command of the English language both written and oral.

Experts are expected to have appropriate skills and knowledge including a high level of professional expertise in one of the following fields:

- Thematic area – Sustainable energy
- Thematic area – Climate change mitigation and adaption
- Thematic area – Future information and communication society
- Business creation and venture capital
- Innovation in existing business
- Entrepreneurial education
- Research and product development

as well as a high level of competence in one or more of the following areas:

- Sustainable energy
- Climate change mitigation and adaption
- Future information and communication society
- Management of innovative business
- Integration within the innovation chain
- Creation of SMEs, start-ups and spin-offs
- Management and organization of international venture
- Management of innovation
- IPR and patenting
- Research
- Non-technological research
- Innovation in higher education
- Innovative/entrepreneurial business education
- Environmental impact assessment
- Economic/social impact assessment

- Business and financial planning
- Performance measurement and analysis
- Investment and financing
- Risk reward strategies
- Knowledge transfer

### **3. Requested availability for the expert evaluators of the call EIT-2009-KICs**

Experts registering with the EIT are requested to indicate their availability for assisting with the evaluation of proposals received in response to the call EIT-2009-KICs (deadline: 27 August 2009).

Evaluation will entail mostly remote reading of proposals (i.e. from the experts' home or normal place of work), but will also include the following meetings:

- For all selected experts: obligatory briefing meeting in Budapest on 17 September 2009;
- First step evaluation panel: consensus and panel meetings in Brussels on 15-16 October 2009;
- Second step evaluation panel: panel meeting in Brussels on 10 November 2009 (only 15 evaluators are involved in this step);
- Final evaluation panel: panel meeting in Brussels on 26 November 2009 (the evaluators in this panel do not participate in the first and second steps).

The tasks of experts selected to assist the EIT during 2009 are expected to require between 4 and 10 days of availability during the period September to December.

### **4. Conditions of appointment**

Experts with the appropriate expertise and competences for the task in question may be appointed by the European Institute of Innovation and Technology.

The appointment of the expert is made through the signature of an agreement between the expert as a natural person and the EIT. The EIT does not intervene in any agreement between the expert and his/her actual employer.

For an individual expert, appointments by the EIT shall not exceed 50 days per calendar year and a maximum of 200 days within the duration of validity of the list (until 2013).

Experts are not remunerated but will be entitled to a per diem compensation for each full day of work amounting to €450 per day.

If the expert is required to carry out the tasks away from home, he/she shall be entitled to a flat rate subsistence/accommodation allowance and the reimbursement of travel expenses according to the EIT's Rules on the reimbursement of expenses incurred by people from outside the EIT invited to attend meetings in an expert capacity.

Further information together with the model agreement and the EIT's travel and subsistence rules will be available on the EIT website: <http://eit.europa.eu>

### **5. Eligibility criteria**

In order for their candidature to be eligible, experts should provide a complete application. Experts shall not appear on the list and be appointed if they are in any of the situations listed below and will be required to sign a declaration to that effect:

- they are bankrupt, are having their affairs administered by the courts, have entered into an arrangement with creditors, have suspended business activities, are the subject of proceedings concerning those matters, or are in any analogous situation arising from a similar procedure provided for in national legislation or regulations;
- they have been convicted of an offence concerning their professional conduct by a judgment which has the force of res judicata;
- they have been guilty of grave professional misconduct proven by any means which the EIT can justify;
- they have not fulfilled obligations relating to the payment of social security contributions or the payment of taxes in accordance with the legal provisions of the country in which they are established, with those of the country of the EIT or those of the country where the contract is to be performed;
- they have been the subject of a judgment which has the force of res judicata for fraud, corruption, involvement in a criminal organisation or any other illegal activity detrimental to the EIT's or the Communities financial interests;
- they are currently subject to an administrative penalty imposed by the Community institutions as referred to in the general Financial Regulation of the European Communities.

## **6. How to apply**

Further information, including detailed instructions on how to register with the EIT is available through the **Experts** page of the EIT website at: <http://eit.europa.eu>

Applications delivered by mail, courier service or e-mail will not be accepted.

The list is drawn up from the date of publication of this call will be valid until the end of 2013. Applications may be submitted at any time, up to the last 3 months of validity of the list.

## **7. Data protection**

Any personal data provided by the individual expert shall be processed pursuant to European Regulation related to personal data protection, in particular Regulation (EC) No 45/2001 on the protection of individuals with regard to the processing of personal data by the Community institutions and bodies and on the free movements of such data. It shall be processed solely for the purpose of managing expert registrations with a view to assisting the EIT with evaluation and implementation tasks. The expert shall have the right of access to his/her personal data and the right to rectify any such data that is inaccurate or incomplete. Should the expert have queries regarding the processing of his/her personal data, they should be addressed to the EIT through the **Contact** page on the EIT website at: <http://eit.europa.eu>