



CALL FOR EXPRESSIONS OF INTEREST

For four new appointed members of the Governing Board of the European Institute of Innovation and Technology (EIT)

The EIT hereby invites stakeholder organisations from across the knowledge triangle (higher education, research, innovation) to put forward candidates for the EIT Governing Board. Successful candidates will act in their personal capacity and not as representatives of their sponsoring organisations.

Preamble

1. Pursuant to Regulation (EC) No 294/2008 ⁽¹⁾ of the European Parliament and of the Council of 11 March 2008 establishing the European Institute of Innovation and Technology (EIT), as amended by Regulation (EU) No 1292/2013 ⁽²⁾ of the European Parliament and of the Council of 11 December 2013 (the EIT Regulation), the EIT plans to submit to the European Commission a proposal for the appointment of four new members of the Governing Board, in the category of business, for a period of four years.

2. Having regard to the mandate of the four appointed members of the Governing Board (GB members), which expires on 30 June 2016, the EIT is launching a process for the selection of four GB members following the expiration of the term of office of the current members. ⁽³⁾ The EIT is therefore calling for expressions of interest from potential GB members. Their mandate will not be renewed, in accordance with the Statutes of the EIT Regulation.

(1) OJ L 97, 9.4.2008, p. 1.

(2) OJ L 347, 20.12.2013, p. 174.

(3) According to Decision 15/2014 of the EIT Governing Board (01729.EIT.2014.I.GB), the four current GB members, whose mandate expires on 30 June 2016, belong to the business sector.

The EIT: addressing societal challenges through innovation in the knowledge triangle

3. The EIT is a European Union (EU) body set up to boost innovation and entrepreneurship in Europe. The EIT currently provides grants to five Knowledge and Innovation Communities (KICs) and three more will be set up in 2016 and 2018. The KICs are highly integrated public–private networks of universities, research organisations, entrepreneurs and businesses.

4. The EIT budget between 2014 and 2020 amounts to EUR 2.7 billion and the KICs should leverage additional funding from EU, national and private sources of more than EUR 7.5 billion. The EIT is the first European initiative to foster European innovation by fully integrating the three sides of the knowledge triangle (higher education, research, and innovation) in the KICs. The EIT seeks to stand out as a world-class innovation Institute, inspiring and driving change in existing European universities, research institutions and businesses, both new and established, from SMEs to large multinationals. Conceived with a clear market-driven focus, the EIT acts as a catalyst for sustainable economic growth and job creation throughout the Union by generating new skills, products, services and business, responding to public demand and to the needs of the knowledge economy.

5. An important objective of the EIT is to act as a role model for promoting new systemic approaches to innovation. Direct involvement of business stakeholders, including SMEs and foundations, in all strategic, operational and financial aspects of the EIT is the cornerstone of the initiative.

The EIT Governing Board

6. The EIT's strategic management is coordinated by a Governing Board (the Board) consisting of recognised European innovation leaders from the knowledge triangle. The Board is the EIT's principal body entrusted with providing the strategic leadership of the Institute. It is independent and autonomous in its decision-making and, in particular, it is responsible for the selection, designation and evaluation of the KICs, as well as for monitoring and fostering their success.

7. The Board consists of 12 appointed members, appointed by the Commission, providing a balance between those with experience in business, higher education, and research. The Board is assisted by an Executive Committee composed of three appointed members (elected by the Board from among the Board's appointed members) and the Chairperson of the EIT Governing Board. They have a four-year non-renewable term of office. It also consists of three representative members elected by the KICs from among their partner organisations. They have a two-year term of office, renewable once. Board members must act in the interests of the EIT, safeguarding its goals and mission, identity, autonomy and coherence, in an independent and transparent way.

8. The Board meets in ordinary session on average four times a year and in extraordinary session when convened by its Chairperson or at the request of its members. Usually, the ordinary sessions last one full day. Board members receive honoraria ⁽⁴⁾ for their attendance at GB meetings and are also reimbursed for their travel costs. The meetings of the Board are prepared by the Executive Committee.

Description of tasks

9. According to Section 2 of the Statutes annexed to the EIT Regulation, the responsibilities of the Governing Board are to:

- (a) adopt the EIT's draft Strategic Innovation Agenda (SIA), triennial rolling work programme, budget, annual accounts and balance sheet and annual activity report, on the basis of a proposal from the Director;
- (b) adopt criteria and procedures for financing, monitoring and evaluating the activities of the KICs, on the basis of a proposal from the Director;
- (c) adopt the selection procedure of the KICs
- (d) select and designate a partnership as a KIC or withdraw the designation where appropriate;
- (e) ensure the continuing evaluation of the activities of the KICs;
- (f) adopt its rules of procedure, including those for the Executive Committee, as well as the specific financial rules of the EIT;
- (g) define, with the Commission's agreement, appropriate fees for members of the Governing Board and of the Executive Committee; such fees shall be benchmarked against similar remuneration in the Member States;
- (h) adopt a procedure for selecting the Executive Committee and the Director;
- (i) appoint and if necessary dismiss the Director, and exercise disciplinary authority over him/her;
- (j) appoint the Accounting Officer and the members of the Executive Committee;
- (k) adopt a code of good conduct regarding conflicts of interest;
- (l) establish, where appropriate, advisory groups which may have a defined duration;
- (m) set up an Internal Auditing Function in accordance with Commission Regulation (EC, Euratom) No 2343/2002 (1);
- (n) be empowered to establish a Foundation with the specific objective of promoting and supporting the activities of the EIT;
- (o) decide on the language policy of the EIT, taking into account existing principles on multilingualism and the practical requirements of its operations;

⁽⁴⁾ Decision 7/2015 of the EIT Governing Board on Setting the honorarium of the members of the Governing Board, its chairperson and the members of the Executive Committee – 00081.EIT.2015.IGB34

(p) promote the EIT globally, so as to raise its attractiveness and make it a world-class body for excellence in higher education, research, and innovation.

Selection process

10. Upon submission of applications, the EIT will perform an eligibility check and produce a preliminary list of candidates.

11. This preliminary list of candidates shall be forwarded to a Steering Committee composed of three Board members.⁽⁵⁾ Having assessed the list of candidates according to the set of criteria laid down in this call for expressions of interest, the Steering Committee will submit a list of a maximum of eight candidates (without ranking) to the Board GB for its approval. Upon approval, the Board will transmit the proposed list of candidates to the European Commission for the appointment of the four new Board members.⁽⁶⁾

12. The four new Board members will then be appointed by the Commission, which will inform the European Parliament and the Council of the selection process and of the final appointment of the new Board members. EIT GB.

13. Upon completion of the selection, candidates will be informed about the appointments by the European Commission.

14. Appointed members are expected to attend the EIT Governing Board meeting to be held in September 2016.

Application procedure and closing date

15. Organisations representative of the various segments of research, academia and innovation, and stakeholders at European and national level, are hereby asked to propose candidates who, in their view:

- have the appropriate qualifications and experience, reflecting the given criteria;
- are available and willing to work as a member of the Board independently of any other interest.

16. Applications shall be submitted in accordance with the procedures set out below:

Applications shall be submitted by organisations in English (to facilitate the selection procedure) and shall contain:

⁽⁵⁾ Decision 26/2015 of the EIT Governing Board on the Selection process of the EIT Governing Board members

⁽⁶⁾ Those candidates not appointed by the European Commission for this selection process will not be considered as a reserve list for future appointments.

- a) a cover letter from the sponsoring organisation introducing the candidate;
- c) the application form on eligibility, exclusion and specific criteria duly signed and completed by the candidate; the application form is annexed to this call for expressions of interest;
- d) a detailed curriculum vitae (CV) for the proposed candidate.

Candidates are also invited to submit a cover letter.

17. An application will be considered incomplete or incorrectly submitted if:
- the application form is not duly completed and accompanied by a cover letter from the sponsoring organisation and the candidate's CV;
 - it does not comply with the technical requirements set out in point 16;
 - it is submitted after the deadline of 24:00 CET on 15 January 2016.
18. Incomplete applications shall not be considered.
19. Applications must be submitted by email by no later than 24:00 CET on 15 January 2016 (the date of receipt is taken as proof) to the following email address: EIT-APPLICATIONS-GB@eit.europa.eu. The subject line of the email should include the reference of the vacancy (EIT GB Application 2016) and the candidate's surname. Any questions should be submitted via the EIT contact page.
20. Applicants will be assessed on the basis of the specific criteria and eligibility criteria set out in this call for expressions of interest.
21. In submitting an application, applicants accept the procedures and conditions as described in this call and in the documents to which it refers.

Specific criteria

22. The EIT is looking for ideal candidates who have:
- substantial experience as an innovator, entrepreneur, academic, scientific, financial or business leader with widespread reputation;
 - outstanding leadership abilities on European and global levels;
 - a broad view and practical understanding of overall European innovation goals and systems and academic research, with a special focus on business environments;
 - broad experience and competence in the private sector, in particular in the executive management or governance of successful and innovative companies;
 - an extended international network in the business community;
 - a thorough understanding of key economic and societal challenges for Europe as defined in the EU 2020 strategy;

- the capacity to take strategic decisions and extensive managerial and financial experience, in particular in mobilising resources from private, public and philanthropic sources;
- the ability to network at a high level with relevant players within and outside the EU, with a special emphasis on the integration of the knowledge triangle;
- a proven record in promoting academia–business cooperation and knowledge transfer; and
- who are available and willing to work as a member of the Board independently of any other interest (candidates would be expected to have the trust and confidence of their respective communities).

Eligibility criteria

23. The EIT shall assess the eligibility of individual candidates against the following mandatory criteria:

- **University Degree or Diploma:** candidates must have either a level of education that corresponds to completed university studies attested by a diploma when the normal period of university education is four years or more; or a level of education that corresponds to completed university studies attested by a diploma and appropriate professional experience of at least one year when the normal period of university education is at least three years (this one year of professional experience cannot be included in the postgraduate professional experience required below).
- **Professional Experience:** candidates must have at least 15 years' postgraduate experience at a level to which the qualifications referred to above give admission.
- **Languages:** an excellent working knowledge of the English language is required. Knowledge of other official languages of the European Union will be taken into account.

24. Applicants will be considered for the selection phase on the basis of the following formal criteria to be fulfilled by the closing date for applications.

Exclusion criteria

25. In addition to the above requirements, the following exclusion criteria will be applied where:

- the candidate is in a situation of conflict of interest pursuant to the Code of good conduct on conflicts of interest for members of the EIT Governing Board; (⁽⁷⁾)

(⁷) Decision 13/2015 of the EIT Governing Board on the Code of good conduct on conflicts of interest for members of the EIT Governing Board:
<http://eit.europa.eu/sites/default/files/EIT%20GB%20Decision%20-Code%20of%20Good%20Conduct%20on%20conflict%20of%20interest%20of%20the%20EIT%20Governing%20Board%20Members.pdf>. The

- the candidate has been convicted of an offence concerning his or her professional conduct by a judgment that has the force of *res judicata*;
- the candidate has been guilty of grave professional misconduct;
- the candidate has been the subject of a judgment that has the force of *res judicata* for fraud, corruption, involvement in a criminal organisation or any other illegal activity detrimental to the Union's financial interests.

Appeal

26. If a candidate considers that he or she has been adversely affected by any of the provisions of this call for expressions of interest, a request for revision concerning such provisions shall be submitted within 20 days of the publication of this call for expressions of interest and shall be addressed to the EIT Director.

27. Please be advised that the submission of a request for revision does not waive the obligation to submit the application by the set deadline if you wish to be considered for the position of GB member.

28. Furthermore, a complaint against the final decision of the Commission on the appointment of the Board members may be lodged before the European Ombudsman and/or the European Court of Justice.

Independence and declaration of interests

29. The candidates selected will be bound by Decision 13/2015 of the EIT Governing Board on the Code of good conduct on conflicts of interest for members of the EIT Governing Board ⁽⁸⁾ In particular, upon their appointment, they must submit and sign the declaration of intention and the Annual Declaration on conflicts of interest annexed to the abovementioned Code of Conduct.

Data Protection

30. The EIT, as a body of the European Union, applies the data protection principles and rules laid down in Regulation (EC) No 45/2001 of the European Parliament and of the Council of 18 December 2000.

EIT staff will conduct a preliminary assessment of any situation of conflict of interest raised by the applicant and inform the Steering Committee accordingly for its final decision.

⁽⁸⁾ <http://eit.europa.eu/sites/default/files/EIT%20GB%20Decision%20Code%20of%20Good%20Conduct%20on%20conflict%20of%20interest%20of%20the%20EIT%20Governing%20Board%20Members.pdf>

Annex 1: Privacy Statement

1. General information

This Privacy Statement outlines the information that will be collected and how this information will be used, with the purpose of replacing the four appointed members of the EIT GB. The processing of personal data of the data subjects follows the provisions of Regulation (EC) No 45/2001 on the protection of personal data by the European Union's institutions and bodies.

2. What is personal data and what is a personal data processing operation?

Personal data shall mean any information relating to an identified or identifiable natural person (data subject). An identifiable person is one who can be identified, directly or indirectly, in particular by reference to an identification number or to one or more factors specific to his or her physical, physiological, mental, economic, cultural or social identity.

Personal data processing operations can be any operation or set of operations that is performed upon personal data, whether or not by automatic means, such as collection, recording, organisation, storage, adaptation or alteration, retrieval, consultations, use, disclosure by transmission, dissemination or otherwise making available, alignment or combination, blocking, erasure or destruction.

3. Who is the data controller of the data processing operations?

The EIT Director.

4. What is the purpose of the collection of personal data?

The purpose of the collection and processing of personal data is to manage the procedure for the appointment of four new GB members, who will take up their duties on 1 July 2016.

5. Who are the data subjects?

The data subjects are the candidates whose applications are submitted by stakeholder organisations, as described in the call for expressions of interest.

Close family members (see Article 2(h) of the Code of good conduct on conflicts of interest for members of the EIT Governing Board) of the those persons may also be data subjects, as the applicants are obliged to declare the interests of their family members, if these interests relate to the EIT's activities.

6. What personal information is collected?

The EIT has launched a public consultation requesting stakeholder organisations to submit a motivation letter and CV for suggested candidates for the EIT GB. Personal data collected will be those included in the motivation letters and the CV, for example names, place and date of birth, citizenship, educational and professional background. The personal data may include information on the contact person (name, contact details) at the stakeholder organisation submitting the application to the EIT.

Special categories of data (see Article 10 of Regulation (EC) No 45/2001) are not requested of data subjects; nevertheless, the declarations may accidentally include such data.

7. Who has access to my information and to whom is it disclosed (data recipients)?

- **Within the EIT**

The information submitted will be accessed and processed by a support team within the EIT, led by the EIT Director, and subsequently transferred to and accessed by the members of the Steering Committee, responsible for the selection process.

- **Within the Commission and other EU institutions and bodies**

The applications will be processed by representatives of the Commission. In case of audit, complaint or appeal, the personal data may be processed by the Internal Audit Service of the Commission, the Court of Auditors, OLAF, the European Ombudsman, the European Data Protection Supervisor, the General Court of the European Union or the European Court of Justice.

- **By third parties subject to Directive (EC) 95/46**

IT companies: only for the management of the IT infrastructure.

Lawyers: solely in the case of litigation.

In both cases, a written contract (following the models of the Commission including a specific article on data protection) will be signed between the EIT and the contractor in order to ensure that Article 23 of the Regulation on data protection is respected by the data processor.

- **Third parties not subject to Directive (EC) 95/46**

Not applicable.



8. How is my information protected and safeguarded?

The applications are received electronically via the functional mailbox EIT-APPLICATIONS-GB@eit.europa.eu. Information submitted will be collected and processed using the EIT's IT standards and telecommunication infrastructure. It will be stored in a local database on a central server, with individualised access rights (password-protected mode). Entitlement to access the information is distributed on a 'need to know' basis. Consequently, access rights would only be updated if changes in the EIT support team so required.

The information submitted will be stored in secure offices within the EIT premises until its destruction.

9. What are my rights as a data subject: how can I verify, modify or delete my information?

Data subjects can request access, modification, blocking or withdrawal and erasure of the information they have submitted before the closing date of the publication of the call (15 January 2016).

In order to ensure equal treatment of the candidates, after the closing date of the call, the data subjects can only, if need be:

- access their data in the application and request a copy of the information submitted to the functional mailbox;
- send changes of contact information (postal address and/or email);
- request the cancellation of their submission and the deletion of all associated data.

Requests must be sent by email to the address EIT-APPLICATIONS-GB@eit.europa.eu and will be processed within 15 working days.

Data subjects have the right of recourse at any time to the Data Protection Officer of the EIT (EIT-DPO@eit.europa.eu) and to the European Data Protection Supervisor (EDPS@edps.europa.eu) with regard to matters relating to the processing of their personal data.

10. What is the legal basis of the processing operations?

Regulation (EC) No 294/2008 of the European Parliament and of the Council of 11 March 2008 establishing the European Institute of Innovation and Technology, ⁽⁹⁾ as amended by Regulation (EU)No 1292/2013 of the European Parliament and of the Council of 11 December 2013; ⁽¹⁰⁾ and, in particular, Sections 1–3 of the Statutes of the EIT annexed to the EIT Regulation.

Decision 13/2015 of the EIT Governing Board of 3 June 2015 on the Code of good conduct on conflict of interest for members of the EIT Governing Board (00227.EIT.2015.I.GB35)

⁽⁹⁾ OJ L97, 09.04.2008, p. 1.

⁽¹⁰⁾ OJ L347, 20.12.2013, p. 174.



Grounds for lawfulness

Lawfulness of the processing operations is ensured under Article 5(a) of Regulation (EC) No 45/2001: the processing is necessary for the performance of a task carried out in the public interest on the basis of the applicable legal instruments and in the legitimate exercise of official authority vested in the EIT.

In particular, the processing is necessary to enable the functioning of the EIT GB when performing the activities that fall under the scope of action of the EIT; this task is carried out in the public interest on the basis of the treaties establishing the European Communities and the EIT Regulation.

The processing falls under Article 27(1)(b) of Regulation (EC) No 45/2001.

11. For how long will my data be kept?

Data will be kept in paper form, in the shared drive and in the local database for a maximum of five years following the date on which the four members of the EIT GB take up their duties (1 July 2016), that is, until 1 July 2021. The data may be kept longer only if necessary for audit or litigation purposes.

APPLICATION FORM

Ref: EIT.GB2016

For the Attention of the EIT

Please find attached the application of {name of the applicant} in response to the above call for expression of interest to become a member of the EIT Governing Board in the business sector.

This application includes the following document (please underline the relevant answer):

Cover letter from the sponsoring organisation introducing the candidate	YES	NO
Detailed Curriculum Vitae of the person replying to the call for expressions of interest. The CV should specify the different diplomas obtained (copies of which may be requested by the Steering Committee), the expertise and experience relevant to the call for expressions of interest	YES	NO
The completed application form (including Sections 1 and 2 attached hereto)	YES	NO
Cover letter from the candidate (optional)	YES	NO

Hereby I confirm that in case of being appointed as a member of the EIT Governing Board, I undertake to serve for a four-year period, as well as to strongly engage in the work of the EIT, including attendance and active participation at the GB meetings to be held at least four times per year.

Signature of the applicant

Name (Title/First name/Surname-please print)

Date (dd/mm/yyyy)

SECTION 1- IDENTIFICATION		
NAME, FIRST NAME		
DATE OF BIRTH		
CONTACT DETAILS	Telephone	E-mail address
NATIONALITY		
CURRENT POSITION HELD		

SECTION 2-SELECTION CRITERIA			
TYPE OF BACKGROUND	Compliance with specific criteria in the call text	YES	NO
Eligibility Criteria	University Degree or Diploma	YES	NO
	Professional experience- a minimum of 15 year's post-graduate experience	YES	NO
	Excellent knowledge of English	YES	NO
	Knowledge of other official EU languages:		
Exclusion Criteria	To your knowledge, do you have any link to the existing KICs, in particular, KIC legal entity or KIC partner organizations?	YES	NO
	Have you been involved in the preparation and/or submission of a KIC proposal?	YES	NO
	Please declare whether:		
	a) you have been convicted of an offence concerning your professional conduct by a judgment which has the force of res judicata b) you have been guilty of grave professional misconduct c) you have been subject to a judgement which the force of res judicata for fraud, corruption, involvement in a criminal organization or any other illegal activity detrimental to the Union's financial interest	YES	NO