



# FUSION FOR ENERGY

The European Joint Undertaking for ITER and the Development of Fusion Energy

THE GOVERNING BOARD

## Call for expressions of interest for experts to be appointed as members of the 9<sup>th</sup> Annual Assessment panel of Fusion for Energy

### Summary

**Fusion for Energy, the European Union's Joint Undertaking for ITER and the Development of Fusion Energy, is organising a call for expressions of interest to appoint three experts as members of the 9<sup>th</sup> Annual Assessment panel.**

### 1. Fusion for Energy

Fusion for Energy (F4E) is the European Union's Joint Undertaking for ITER and the Development of Fusion Energy. The main task of F4E is to provide Europe's contribution to ITER, an international project which aims to demonstrate fusion as a viable and sustainable source of energy.

F4E was established on 19<sup>th</sup> April 2007 and has its headquarters in Barcelona, Spain. The tasks of F4E are as follows:

- (a) to provide the contribution of the European Atomic Energy Community (Euratom) to the ITER International Fusion Energy Organisation;
- (b) to provide the contribution of Euratom to Broader Approach Activities with Japan for the rapid realisation of fusion energy;
- (c) to prepare and coordinate a programme of activities in preparation for the construction of a demonstration fusion reactor and related facilities including the International Fusion Materials Irradiation Facility (IFMIF).

### 2. The Annual Assessment of F4E

In its July 2010 conclusions concerning ITER, the Council of the European Union (the Council) ruled that a yearly assessment of Fusion for Energy shall be made and presented to the Council at least once a year. The Council specified that the assessment should concentrate on the progress achieved in implementing the cost containment and savings plan as well as on the performance and management of the Agency and the ITER project and on the fulfilment of the scheduled activities within its annual budget.

In April 2018, the Council Conclusions on the Reformed ITER Project reiterated the need to have a yearly assessment of F4E, which should focus on performance, and project management, cost containment, schedule project control and risk management.

The detailed scope, methodology, process and timing of the Annual Assessment is defined by the Terms of Reference approved by the Governing Board of F4E.

### **3. Purpose of the Call for Expressions of Interest**

This Call for Expression of Interest aims at finding the most qualified candidates to from among experts of recognised standing in the fields outlined in the selection criteria (point 4).

### **4. Selection Criteria**

The Governing Board is inviting expressions of interest from experts of recognized standing and professional experience in engineering, scientific, technical and business administration, with proven knowledge and expertise in one or more of the following areas:

- Public procurement management in the field of engineering, technology and science
- Project performance and budget management
- Financial management
- Risk management
- Management of large international and/or EU funded projects
- Economic analysis, industrial policy, econometric modelling

In order to be able to cover an as broad as possible field of expertise, applications shall be submitted to a comparative process carried out by the selection committee described below in particular on the basis of the following selection criteria:

Essential:

- An in-depth knowledge and experience of at least one of the above-mentioned areas.
- Postgraduate qualification and deep knowledge in engineering, physics, economics, business administration or equivalent.
- Demonstrated expertise in the drafting of high-level studies, papers and assessments in the fields of engineering, management and economics.
- Professional experience in an international context, preferably in a multidisciplinary environment.
- Proven written and oral communication skills in English.

Advantageous:

- Understanding of the technologies of fusion devices and of the European and international fusion research activities.

### **5. Selection Process**

A selection committee chaired by the Governing Board Chair and composed of the two Governing Board Vice-Chairs, a representative from Euratom and the Governing Board Secretary will review the expressions of interest and draw up a shortlist of the most suitably qualified experts taking also in account gender balance that are deemed to adequately possess qualities referred to in the previous paragraph. The shortlist will be

drawn up to cover, as far as possible, in a balanced way the needed competences, and will be transmitted to the Governing Board.

## **6. Appointment, terms and reserve list**

The assessors will be appointed by the Governing Board in a personal capacity and therefore cannot delegate their responsibilities to another member or a third party.

Experts who are not appointed as members of the Assessment panel nor discarded in the selection may be retained on a reserve list at the discretion of the Governing Board. The reserve list shall be valid for a period of one year from its approval and may be used fill vacant positions in other expert panels.

## **7. Timeframe of the Assessment**

The assessors will have to be able to start working from early January 2021, and in any case as soon as their contract is signed. The assessors will have to present their draft review by end of March 2021 and a final report by end of April 2021. The assessors will be invited to present their findings to the July 2021 Governing Board.

## **8. Entitlements and reimbursement of Expenses**

The experts shall be entitled to a daily allowance, which currently stands at EUR 450 per day of work, for up to a maximum of 25 days and 35 days for the Chair of the Panel.

Travel and accommodation costs incurred by members of the panel in connection with meetings relating to their mandate shall be reimbursed. Reimbursement of expenses and a daily allowance for missions outside the country of residence may be applicable as outlined in the contract offer.

## **9. Independence and declarations of commitment and interest**

The appointment of the experts shall be subject to the provision of declarations where they commit to act independently of any external influence and to be guided by the interest of F4E and to comply with rules of confidentiality. To this effect, prior to commencing their duties, the experts shall provide the declarations laid down in the [GB decision of 9th June 2015 on confidentiality, independence, preventing and managing conflicts of interest](#).

## **10. Handling of personal data in the context of this call for expressions of interest**

Procedures for the handling of all personal information on candidates are set out in the Annex.

## **11. Application procedure**

Applicants are invited to submit a one-page letter expressing their interest accompanied by a CV. The model European CV (recommended) can be downloaded [here](#).

Applications shall be submitted no later than the **14<sup>th</sup> of October 2020** (the date of receipt shall be taken as a proof). Applications are to be sent via e-mail to the following address:

[GB-Secretariat@f4e.europa.eu](mailto:GB-Secretariat@f4e.europa.eu)

Applications submitted after the abovementioned deadline or via other means (e.g. via post or fax) shall not be taken into account. Unclear or incomplete applications shall not be considered.

All communication with applicants concerning this call for expressions of interest will be in English.

Applicants must keep the GB Secretariat ([GB-Secretariat@f4e.europa.eu](mailto:GB-Secretariat@f4e.europa.eu)) informed in writing of any change in their situation or address without delay, so that their application may be kept up to date.

All candidates applying to this call for expressions of interest shall be informed without delay by email about the outcome of the selection and appointment process.



**PRIVACY NOTICE ON PERSONAL DATA PROTECTION REGARDING  
 the invitation and reimbursement of visiting experts without contracts, and regarding the  
 establishment of lists of potential F4E experts, their selection and the signing and follow-up of the  
 contracts with individual experts**

The objective of this Notice is to inform you about the collection and processing of your personal data in line with the applicable Data Protection Regulation 2018/1725<sup>1</sup>.

**TABLE OF CONTENT**

- [1. Why does F4E process my personal data? Whose data is processed?](#)
- [2. What is the justification for the processing?](#)
- [3. Which data is F4E processing?](#)
- [4. Who has access to my data?](#)
- [5. How long does F4E store my data?](#)
- [6. Does F4E intend to transfer my data to third countries or International Organizations?](#)
- [7. What are my rights in relation to my data and how can I exercise them?](#)
- [8. Contact details of the Data Protection Officer](#)
- [9. Right of recourse](#)

**1. Why does F4E process my personal data?  
 Whose data is processed?**

The data processing concerns external experts providing their expertise to F4E. This can concern:

- Persons who register online following the publication of a call for expression of interest. The aim of the processing of their personal data is to establish lists of experts (in the form of an online database) who can be selected to sign a contract with F4E for the provision of specific expertise. Additionally, data might be processed in order to sign and implement the contract with the respective expert(s).
- Persons who are invited to attend a meeting on F4E premises and/or on behalf of F4E and are not awarded a contract to do so. The personal data of experts without contracts is processed

in order to compile an attendee list and reimburse expenses made by the respective experts.

For the execution of financial transactions, personal data is further processed through the Accrual Based Accounting System (ABAC) which is a system ran by DG Budget. F4E and DG Budget act as joint-controllers and any requests should first be directed at F4E. The Privacy Notice held by DG Budget can be found [here](#).

Furthermore, for experts with contracts, in line with the F4E's [Financial Regulation](#) (art. 31), information on recipients of funds financed from the budget of the Joint Undertaking shall be published having due regard for the requirements of confidentiality and security, in particular the protection of personal data: the name of the recipient; the locality of the recipient; the amount legally committed and the nature and purpose of the measure. According to the threshold as referred to [in the General Financial Regulation](#), the aforementioned data will be published on

F4E's publicly accessible Industry Portal. Where personal data are published, the information shall be removed two years after the end of the financial year in which the funds were awarded.

## 2. What is the justification for the processing?

Processing of your data is necessary for the performance of F4E tasks on the basis of the F4E founding instrument or other legal instrument adopted on the basis thereof or for compliance with a specific legal obligation F4E is subject to. It is based on:

- Council Decision of 27 March 2007 "establishing the European Joint Undertaking for ITER and the Development of Fusion Energy and conferring advantages upon it" - 2007/198/Euratom, as last and/amended by Council Decision of 10 February 2015 (2015/224 Euratom), O.J. L 37, 13.2.2015, p.8, in particular Article 6 thereof;

- Statutes annexed to the Council Decision (Euratom) No 198/2007 "establishing the European Joint Undertaking for ITER and the Development of Fusion Energy and conferring advantages upon it", as last amended on 10 February 2015, in particular Article 10 thereof;

- [F4E Financial Regulation](#) , entered into force on 1 January 2020;

- Rules on how to select, appoint and pay F4E experts as last amended in January 2020;

- Rules on the reimbursement of expenses for the attendance at meetings of chairs and members of F4E committees and other experts (Reimbursement Rules);

- F4E(11)-GB21-16b Decision of the Reimbursement of Expenses for Committee Chairs and Members;

- Decision of the Governing Board on the Payment of Indemnities to the Chairs of Committees of F4E (Decision F4E (10)-GBWP-05 of 02/12/2011).

## 3. Which data is F4E processing?

### (a) General personal data:

Personal data shall mean any information relating to an identified or identifiable natural person which is collected and processed within processes regarding the invitation, and/or reimbursement, and/or selection, and/or contracting of experts, such as:

- Personal and contact information – information related to identity, gender, date of birth, town and country of birth, nationality, passport number, address, contact details;

- CV which may contain information related to identity, nationality, gender, contact details, professional experience, education and training, and personal skills and competences;
- Photo, not requested, sometimes provided by applicants spontaneously;
- Legal Entities Form and Financial Identification Form including bank statement if no bank stamp can be obtained;
- Copy of the identity card or passport;
- Request for payment;
- Supporting travel documents;
- Calendar days worked.

The above is an illustrative listing without limitation to any other possible personal data provided by the expert. Only data required for the specific process will be processed.

### (b) No Sensitive Personal Data is Processed.

## 4. Who has access to my data?

The following people can have access to your personal data:

- Administrative managers of the 'Commercial Management & Procurement Unit' (only applies to (candidate) experts with contract);
- Staff from the requesting Department or Unit who are involved in the selection process (only applies to (candidate) experts with contract);
- Head of the Commercial Department (only applies to (candidate) experts with contract);
- Head of the 'Commercial Management and Procurement Unit';
- Responsible Finance Officers and Financial Assistants;
- Responsible officer of the Accounting Team;
- The Staff of the Office of the Director and the Governance Officer and Members of the Governing Board (only applies to experts without contract) and for the purpose of the Annual Assessment;
- The supporting IT officer (for provision of technical assistance to the related software tool when requested);
- IDM Manager, if necessary for support;
- ICT Officer responsible for the dedicated database, when requested to provide technical support;
- For all Personal Data further processed through ABAC:

- All F4E staff on the financial circuit have access to the data on ABAC. The extent of this access depends on the access rights which are set on a strict need to know basis. A list of specific access rights can be obtained by contacting F4E Local Authorisation Manager (LAM) by addressing [Commercial-Department-Controller@f4e.europa.eu](mailto:Commercial-Department-Controller@f4e.europa.eu);
- On the side of DG Budget the relevant recipients are described in DG Budget's Data Protection record.

Also, if appropriate and necessary for monitoring or inspection tasks, access may be given to: e.g. F4E Director, Head of Admin., DPO and Anti-Fraud & Ethics Officer, Head or responsible officer of LSU, IAC, IDOC.

#### 5. [How long does F4E store my data?](#)

The files relating to personal data during the selection of candidates Experts with Contracts are kept for 5 (five) years following the closure of the calls of expression of interest.

The files relating to personal data of the selected Experts with Contracts, as well as of Experts without Contracts, are kept for 7 (seven) years following their closure (usually after the payment of the final instalment under the respective contract/assignment).

In accordance with the [record](#) held by DGBudget, Personal Data further processed through ABAC might be retained by DGBudget for up to ten (10) years after the last transaction.

Where personal data are published on F4E's publicly accessible Industry Portal as described in section 1, this personal data shall be removed two years after the end of the financial year in which the funds were awarded.

Documents may be retained until the end of a possible audit or Court Proceeding if one started before the end of the above period. In any case, personal data contained in supporting documents (relating to the budget implementation measure) shall be deleted where possible when those data are not necessary for budgetary discharge, control and audit purposes.

#### 6. [Does F4E intend to transfer my data to third countries or International Organizations?](#)

No.

#### 7. [What are my rights in relation to my data and how can I exercise them?](#)

You have the right to access your personal data, to correct any inaccurate or incomplete data, to request restriction or erasure, or to object to the processing, pursuant to Articles 14(3) and 17-23 of Regulation 2018/1725.

Any request to exercise one of those rights should be directed to the Controller, F4E Commercial Department: [Commercial-Department-Controller@f4e.europa.eu](mailto:Commercial-Department-Controller@f4e.europa.eu)

Where you wish to exercise your rights in the context of one or several specific processing operations or files, please provide their description and reference(s) in your request.

Exceptions based on Article 25 of Regulation 2018/1725 may apply [See Governing Board Decision of 9 December 2019: [O.J., 10.02.2020, L 37/18](#)]. In that case, the data subject shall be informed of the principal reasons for applying such restrictions.

#### 8. [Contact details of the Data Protection Officer](#)

You may contact the Data Protection Officer (DPO) of F4E ([DataProtectionOfficer@f4e.europa.eu](mailto:DataProtectionOfficer@f4e.europa.eu)) with regard to issues related to the processing of your personal data under Regulation 2018/1725.

Fusion for Energy  
C/ Josep Pla, nº 2,  
Torres Diagonal Litoral, B3

#### 9. [Right of recourse](#)

You have the right of recourse to the European Data Protection Supervisor ([edps@edps.europa.eu](mailto:edps@edps.europa.eu)), if you consider that your rights under Regulation (EU) 2018/1725 have been infringed as a result of the processing of your personal data by F4E.

June 2020.

<sup>1</sup> Regulation 2018/1725 of 23 October 2018 "on the protection of individuals with regard to the processing of personal data by the Union institutions, bodies, offices and agencies and on the free movement of such data". O.J 21.11.2018, L295/39.  
This Privacy Notice is in line with Article 14 and 15 of this Regulation (Principle of Transparency).