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**Call for expressions of interest for external experts to be appointed to the Procurement and Contracts Committee 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 draw up of a shortlist of suitable experts from which the Governing Board may appoint new Members and the Chair of the Procurement and Contracts Committee.**

**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 Role and Composition of the Procurement and Contracts Committee**

The Procurement and Contracts Committee (PCC) provides the F4E Director with recommendations on the strategies in relation to procurement and grant activities and the award and follow-up of contracts and other related matters. The PCC notably reviews

- important procurements and grants before they are awarded;
- important amendments to existing contracts;
- individual procurement strategies for important procurement or grant procedures;
- overall strategies proposed by F4E for delivering each ITER procurement package;
- draft Procurement Arrangements between Fusion for Energy and the ITER International Organization;
- model procurement contracts, grant agreements.

The Chairperson of the Procurement and Contracts Committee is elected by the Governing Board for a term of two years, renewable once. The PCC Chairperson also participates in the meetings of the Governing Board.

In addition to the Chairperson, the PCC comprises 5 members appointed by the Governing Board among persons with relevant professional experience in contractual and procurement matters. The members of the PCC are appointed for a period of three years, renewable once, while the Chair is appointed for a period of 2 years, renewable once.

The PCC Chair and members shall not be bound by any instructions and are completely independent in the performance of their duties in the general interest of F4E.

The PCC usually meets around ten times per year, mainly by video conference or at F4E headquarters in Barcelona (Spain).

All written and oral communication of the PCC is in English, which is the working language of F4E.

Further information on the PCC can be found at: <https://fusionforenergy.europa.eu/governance-committees/procurement-contracts-committee/>

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

F4E is publishing this call for expressions of interest to establish a reserve list from which the Governing Board may appoint new Members and elect the Chair of the PCC. The Governing Board may elect the Chair of the PCC from among the persons included in the shortlist, with the understanding that current members of the PCC remain eligible for consideration during the Chair's selection process.

The Chair and new Members of the PCC shall be ready to start working from January 2024.

### **4. Selection Criteria**

The Governing Board is inviting expressions of interest from:

**Experts with recognised standing and relevant professional experience in contractual and procurement matters relating to the management of public procurement, ideally for high technology projects or facilities.**

Applications shall be submitted to a comparative process carried out by the Governing Board's selection committee, as described below, based on the following selection criteria:

#### 4.1. Essential selection criteria

- Knowledge and experience in the management of public procurement procedures and contract management;
- Very good proven written and oral communication skills in English.

#### 4.2. Advantageous selection criteria

- Experience in the management of public and/or industry procurements and contracts, including project and risk management for high-technology projects or facilities;
- A university degree and post-graduate qualifications in Law, Finance, Economics, Business Administration or equivalent;
- Knowledge of technical and engineering aspects of the ITER project and of related activities;
- Professional experience in a multidisciplinary environment, preferably in an international context.

## **5. Selection Process**

A selection committee chaired by the Governing Board Chair and composed of a representative of Euratom and the incumbent PCC Chairperson, will review the expressions of interest and draw up a short list of the most suitably qualified experts deemed to possess the qualities referred to in the previous paragraph. The short list will be drawn up to cover, as far as possible, a balanced representation of the required competences and ensure gender diversity within the Committee.

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

In accordance with Article 8b(2) of the F4E Statutes annexed to Council Decision (Euratom) No 198/2007 and Article 3 of the PCC Rules of Procedure, the PCC Chair is elected and the new Members are appointed by the Governing Board.

Experts who are not appointed nor discarded in the selection may be retained on a reserve list at the discretion of the Governing Board. The experts on this reserve list may be invited to fill any vacancies which arise. However, inclusion in the reserve list does not create an entitlement to become a Member/Chair of the PCC. The reserve list shall be valid for a period of two years from its approval; its validity can be extended until a new call for expressions of interest is published.

## **7. Reimbursement of Expenses**

Travel, hotel and subsistence expenses incurred by the PCC chairperson are reimbursed by Fusion for Energy in accordance with the rules applied by Fusion for Energy for the reimbursement of expenses to experts. In addition, the members and chairperson are entitled to claim lump sum indemnities for the preparation and for participation in PCC meetings in accordance with the rules applied by Fusion for Energy.

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

The election of the PCC Chair and the appointment of PCC members shall be subject to the provision of declarations in which they commit to act independently of any external influence, to be guided by the interest of F4E and to comply with rules of confidentiality. To this effect, prior to commencing their participation, the PCC Chair and members shall provide the declarations laid down in the Decision of the Governing Board on confidentiality, independence, preventing and managing conflicts of interest:

[http://fusionforenergy.europa.eu/downloads/aboutf4e/meetings/F4E\(15\)-GOVERNING\\_BOARD32-16.2-Revised\\_Col\\_Rules.pdf](http://fusionforenergy.europa.eu/downloads/aboutf4e/meetings/F4E(15)-GOVERNING_BOARD32-16.2-Revised_Col_Rules.pdf).

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

'Fusion for Energy' as the body responsible for organizing the selection process, will ensure that applicants' personal data are processed as required by 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/EC Text with EEA relevance. This applies to the confidentiality and security of such data.

Personal data shall be processed solely for the purpose of the selection procedure through a specific Privacy Notice regarding Experts, which is available at F4E website.<sup>1</sup>

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<sup>1</sup> See [https://fusionforenergy.europa.eu/careers/documents/privacy/Experts\\_29KUC7.pdf](https://fusionforenergy.europa.eu/careers/documents/privacy/Experts_29KUC7.pdf)

For the purposes of processing personal data of the candidates regarding the submission of a filled and signed General Declaration of Interest, a specific Privacy Notice is available.<sup>2</sup>

You have the right to rectify your data. To update your CV and/or Motivation Letter and rectify any incorrect or inaccurate data, please send an email to the specific mailbox

[PCC-Candidates@f4e.europa.eu](mailto:PCC-Candidates@f4e.europa.eu)

before the deadline for submission of the applications elapses. After the deadline for applications has elapsed, this right will be limited to the rectification of identification details and contact information only.

More information on the processing of your personal data at each stage of the selection procedure can be found at the dedicated privacy notice. Should you have any query concerning the processing of your personal data, please submit it to the PCC Secretary at following address: ([Maud.Penella@f4e.europa.eu](mailto:Maud.Penella@f4e.europa.eu))

## 10. Application procedure

Applicants are invited to submit a one-page letter expressing their interest accompanied by a CV, together with a duly filled and signed [General Declaration of Interest](#) (GDol)<sup>3</sup>.

Applications shall be submitted no later than **25/10/2023 at 23:59 pm** (the date of receipt shall be taken as a proof). Applications are to be sent via e-mail to the following address:

[PCC-Candidates@f4e.europa.eu](mailto:PCC-Candidates@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 PCC Secretary ([Maud.Penella@f4e.europa.eu](mailto:Maud.Penella@f4e.europa.eu)) informed in writing of any change in their situation or address without delay, so that their application can be kept up to date.

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

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<sup>2</sup> [https://fusionforenergy.europa.eu/careers/documents/privacy/CoI%20regarding%20F4E%20Bodies%20and%20Committees\(245EBB\).pdf](https://fusionforenergy.europa.eu/careers/documents/privacy/CoI%20regarding%20F4E%20Bodies%20and%20Committees(245EBB).pdf)

<sup>3</sup> (“GDol”, Attachment 1) Governing Board’s decision of 9 June 2015 concerning Confidentiality, Independence, Preventing and Managing Conflicts of Interest.

## ATTACHMENT 1

### GENERAL DECLARATION OF INTERESTS (GDoI)

**Name:** \_\_\_\_\_

**Governing Board / Committee:** \_\_\_\_\_

**Position:**

- Chair
- Representative / Member
- Expert
- Other (please specify):

Information on interests, according to point 3 of these Rules<sup>4</sup> (Annex IV):

1. Financial interests, including any direct financial interest or other property/patents, or assets (shares and/or securities held in companies), grants or other funding which are or could be perceived as related to the domain of activity of the Joint Undertaking, with an indication of their number and value, as well as the name of the company/provider of the grant/funding:
2. Professional interests (last five years), including posts held in organisations, institutions, companies, foundations or similar bodies, (the nature of the post and the name of those bodies shall also be indicated); other membership/affiliation or professional activities held over the last five years, including services, liberal professions, consulting activities, with direct or indirect pecuniary or other benefits which are or could be perceived as related to the domain of activity of the Joint Undertaking:
3. Intellectual interests, including interests of non-pecuniary or material benefit to the individual, arising from professional activities or affiliation with national or international organisations or bodies which might create a conflict of interest in the performance of the mandate:
4. Interests arising from any membership role or affiliation that you have in organisations/bodies/club which might create a conflict of interests in the performance of your duties:
5. Interests (as defined above) of members of your family/household (e.g. spouse or partner) which might create a conflict of interests in the performance of your duties:

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<sup>4</sup> ["Rules on the prevention and management of Conflict of Interest"](#)

6. Any other interests or facts you consider pertinent:

**Declaration:**

I declare on my word of honour that the information provided above is true and complete. Aware that the persons covered by the above GDoI have a right to object to disclosure on compelling legitimate grounds pursuant to Article 18 of the Data Protection Regulation, I agree that this GDoI is made publicly available on the Joint Undertaking's website. I understand that I shall submit an updated GDoI whenever there has been a change in circumstances with an impact on my interests.

Done at \_\_\_\_\_ on \_\_\_\_\_

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