

INTEROPERA STAKEHOLDER COMMITTEE: TERMS OF REFERENCE

The InterOPERA Stakeholder Committee (SC) will allow stakeholders impacted by the project's results to be exclusively informed on a regular basis on the project status and results, provide feedback and inputs to the project deliverables.

InterOPERA is committed to make sure that the results of the project will be used for commercial purposes or in public policy making. For this reason, the SC will also exchange views on possible exploitation routes of the project.

Membership

There is a limit of 20 seats in the SC.

InterOPERA reserves the right to have additional members where specific expertise of a company is desired and where some parties may be excluded from an area where they have no expertise.

Applicants should be affiliated to organisations potentially impacted by HVDC technology development and deployment and wind energy deployment.

Each organisation can be allocated a maximum of one seat in the SC but can nominate different individuals to cover different areas of expertise.

Therefore, there could be multiple applications by individual experts from one organisation to cover expertise needed in different InterOPERA topics throughout the project. However, for each topic we seek only one expert per company who will be the one representing the organisation in the relevant workshop.¹

The call is open to EU and non-EU organisations. However, meetings will be scheduled within EU-time zone working hours.

The InterOPERA SC will be industry-driven thus most of its members shall represent industrial organisations. However, TSOs, consultancies, other market players, universities, etc. will not be excluded from the selection and evaluation process. The consortium will ensure an adequate and fair representation by all target groups.

SC members will be at once appointed for the entire duration of the project (April 2027). Members shall notify the InterOPERA consortium in case of any changes in their organisations that will affect their participation in the SC.

¹ For example, organisation X forms a team of 3 affiliated individuals with different expertise to participate in the SC. The three experts will submit three separated applications, indicating who is the primary contact. When workshops are held, only one of the experts can participate but experts can alternate based on the topic of discussion and relevant expertise.

Nomination

WindEurope will publish a call for expression of interest on the InterOPERA website. Any interested stakeholders shall complete the application form and send it to the email address info@interopera.eu by **30 September 2023**.

WindEurope will present the submitted applications to the Executive Board of the project.

The Executive Board will select the final candidates by consensus or secret ballot.

WindEurope will provide recommendations to the Executive Board and ensure the selected SC will have a balanced representation of interests.

The merits of a candidacy shall be decided on the following criteria:

- Profile's relevance for the topics covered in InterOPERA;
- Experience within the organisation;
- Impact of InterOPERA project results on the organisation of the candidate(s)';
- Diversity (including gender balance, age, geographical distribution).

Remuneration and reimbursement

All InterOPERA activities are free of charge.

Activities related to the participation in the SC are not subject to remuneration by the InterOPERA project. Travel expenses will not be reimbursed by InterOPERA.

Meetings

The inputs and feedback of the SC on the project activities and results will be gathered during five technical workshops throughout the project lifetime. The workshops will be exclusively accessible to the SC members. Two workshops will be held in-person and three virtually. Below the indicative dates of the five workshops²:

- Workshop A – December 2023
- Workshop B – October 2024
- Workshop C – April 2025
- Workshop D – April 2026
- Workshop E – December 2026

² Dates are subject to change based on the project developments. The SC will be informed about the date well in advance.

Responsibilities and engagement

SC members are expected to attend at least 4 out of 5 technical workshops.

Additionally, SC members are expected to reply to email correspondence, be available for ad-hoc online meetings if required and provide requested feedback.

Members should be able to make active contributions, demonstrate a high degree of commitment, and be able to devote sufficient time to the SC work.

If a SC member is not responsive and does not attend one of the required number of workshops, he/she shall receive a notification. If the situation persists for a second workshop and the SC member does not provide any adequate justification and potential mitigation for this issue, he/she will be considered inactive. He/she should then be replaced by another representative of the same stakeholder organisation. If this is not possible for at least two workshops, then the organisation shall not be considered as a SC member anymore.

SC members agree that their name and affiliation is made publicly available on the InterOPERA website.

SC members must commit to full and fair competition. All SC members are expected to adhere to the WindEurope competition compliance policy.

Non-disclosure agreements are not requested.