



EUROPEAN COMMISSION

Directorate-General for Internal Market, Industry, Entrepreneurship and SMEs

CALL FOR APPLICATIONS FOR THE SELECTION OF MEMBERS OF THE HIGH LEVEL GROUP ON AUTOMOTIVE INDUSTRY

1. BACKGROUND

The Commission is hereby calling for applications from organisations with a view to review the membership of the High Level Group on Automotive industry (hereinafter 'the HLG') placed under the responsibility of the Commission Directorate-General for Internal Market, Industry, Entrepreneurship and SMEs (hereinafter 'DG GROW').

In order to monitor the implementation of the CARS 21 recommendations, as well as the measures set out in the CARS 2020 Action Plan, the Commission set up in 2013 a high-level group called CARS 2020 which lasted 2 years.

Although the European automotive industry shows some promising signs of recovery, it still faces a number of challenges.

With a view to ensuring a coordinated approach at Union level and in order to address the challenges which the European automotive industry faces due to technological changes, globalisation and an overall new approach to mobility, the Commission has decided that the work of the High-Level Group should continue.

By decision C(2015)6943 of 19 October 2015 ('Decision'), the Commission has set up the High Level Group on Automotive industry.

The group should help to develop recommendations to reinforce not only short-term but mostly long-term competitiveness of the European automotive industry. More specifically, it should:

- (a) hold a regular dialogue on all matters relating to the competitiveness and sustainable growth of the automotive industry, including the economic situation, the impact on the environment including enforcements of standards, trends and factors driving the structural and societal changes, value chain adaptation and international aspects of the automotive industry's activity as well as the need to improve consumer's confidence and information;
- (b) assist and advise the Commission on the policy in the fields referred to in point (a) and to formulate a set of sector-specific policy recommendations;
- (c) assist the Commission in identifying key areas which need to be addressed and setting up an action plan at the European level in order to facilitate the roll out of autonomous and automated vehicles;

- (d) bring about an exchange of experience and best practices applied in the areas of education and training in the sector, which can serve as a reference for an effective skill development scheme.

2. FEATURES OF THE GROUP

2.1. Composition

In accordance with the article 4.1 of the Decision, the HLG shall be composed of up to 25 members composed of the Member States' authorities and organisations and shall be chaired by a representative of the Commission.

This call for application is opened for the selection of members other than Member States' authorities responsible for the automotive sector at ministerial level.

Members of the HLG shall be selected among:

- (a) EU umbrella associations and federations from the automotive industrial value chain representing different level of the automotive value chain (manufacturers OEMs, suppliers, retailers and repair and maintenance providers)
- (b) trade unions
- (c) civil society organisations (non-governmental organisations and consumers associations)
- (d) ICT associations, network operators and digital services associations active in area of connected vehicles and/or autonomous vehicles
- (e) academia

Each member shall nominate a high level representative to the HLG as well as a representative to a permanent preparatory sub-group.

When defining the composition of the HLG, DG GROW shall aim at ensuring, as far as possible, a balanced representation of relevant areas of expertise and areas of interest, while taking into account the specific tasks of the HLG, the type of expertise required and the outcome of the selection procedure.

2.2. Terms of the appointment

Members shall be appointed by the Director General of DG GROW for a period corresponding to the applicability of the Decision. They shall remain in office until they are replaced or their term of office ends. Their term of office may be renewed.

2.3. Confidentiality

According to the Article 5.5 of the Decision, members of the HLG and their representatives, as well as invited experts and observers, shall comply with the obligations of professional secrecy laid down by the Treaties and their implementing rules, as well as with the

Commission's rules on security regarding the protection of EU classified information, laid down in Commission Decisions (EU, Euratom) 2015/443¹ and 2015/444².

Should they fail to respect those obligations, the Commission may take all appropriate measures.

2.4. Transparency

The names of members shall be published on the Internet site of DG GROW and in the Register of Commission Expert Groups and other similar entities (hereinafter 'the Register of expert groups').

All relevant documents on the activities carried out by the group (such as agendas, minutes and participants' submissions) will be made available, either by including it in the Register of expert groups or *via* a link from the Register to a dedicated website where the information can be found. Exceptions to publication may be foreseen where disclosure of a document would undermine the protection of a public or private interest as defined in Article 4 of Regulation (EC) No 1049/2001 of the European Parliament and of the Council³.

Personal data shall be collected, processed and published in accordance with Regulation (EC) No 45/2001.

2.5. Attendance at meetings

The HLG shall hold its meetings at Commission premises in Brussels.

The Commission may invite experts from outside the group with specific competence in a subject on the agenda to participate in the work of the thematic sub-group on an *ad hoc* basis.

In addition, the Commission's representative may grant observer status to individuals, or organisations as defined in Rule 8(3) of the horizontal rules on expert groups and candidate countries⁴.

Applicants should be prepared to attend meetings systematically, to contribute actively to discussions in the group, examine and provide comments on documents under discussion, and act, as appropriate, as 'rapporteurs' on *ad hoc* basis.

Applicants should take into account that meetings generally involve preparatory work.

Travel and subsistence expenses incurred by participants in the activities of the group shall be reimbursed by the Commission in accordance with the provisions in force at the Commission

¹ Commission Decision (EU, Euratom) 2015/443 of 13 March 2015 on Security in the Commission (OJ L 72, 17.3.2015, p. 41).

² Commission Decision (EU, Euratom) 2015/444 of 13 March 2015 on the security rules for protecting EU classified information (OJ L 72, 17.3.2015, p. 53).

³ These exceptions are intended to protect public security, military affairs, international relations, financial, monetary or economic policy, privacy and integrity of the individual, commercial interests, court proceedings and legal advice, inspections/investigations/audits and the institution's decision-making process.

⁴ Framework for Commission Expert Groups: Horizontal rules and public registers; C(2010) 7649 final of 10 November 2010, Annex pg.10

within the limits of the available budgetary appropriations. Members will not receive any remuneration for their duties.

3. APPLICATION PROCEDURE

3.1. Application Requirements

Interested organisations are required to submit their application to the European Commission.

An application will be deemed admissible only if it fulfils the eligibility and selection criteria in the chapter 4 of this call and it is submitted at the latest by the deadline referred to thereafter.

Each application must be completed in one of the official language of the European Union. However, applications in English would facilitate the evaluation procedure. If another language is used, it would be desirable to include a summary in English.

Applicants must also clearly specify the type of organisation and the interest they represent (see chapter 2.1.); propose their representative(s) and include non-certified copies of documents justifying the fulfilment of the eligibility and selection criteria. All the above mentioned documents should be duly filled in, legible, signed and numbered sequentially.

The Commission reserves the right to ask for any supporting documents at a later stage, and to replace any member who has provided inaccurate or false declarations.

3.2. Application Deadline and Delivery Address

The motivation letter together with the application form (Annex) must be sent no later than **20 November 2015** (date of the email) to the following e-mail address: GROW-C4@ec.europa.eu.

4. REQUIREMENTS

4.1. Eligibility criteria

Candidates must, as of the closing date for applications:

- be a legal entity⁵ registered in one of the Member States of the European Union, or in an acceding country or a European Economic Area country,
- be registered in the Union transparency register⁶.

⁵ If no legal entity exists (e.g. for certain trade unions), the organisation should be represented by a natural person.

⁶ <http://europa.eu/transparency-register/>

4.2. Selection Criteria

The Commission will take the following criteria into account when assessing applications:

- Extent of proven record of activity relevant to the tasks of the High Level Group on Automotive industry, in particular good knowledge of the economic situation in the automotive industry, experience and knowledge of the environment policy relevant to the sector, experience in analysing trends and factors driving the structural and societal changes, knowledge of the situation and challenges in the automotive value chain, knowledge of the skills needs in the sector and other issues relative to employment policy, knowledge of the risk and opportunities linked to international aspects of the automotive industry's activity, knowledge of the connectivity related issues in the automotive sector, experience in preparing analytical papers and opinions on those or similar subjects,
- Extent of proven operational capacity of the organisation to take part in the work of the group, to be demonstrated by a description of the organisation, its experience in participation on expert group work, resources available and achievements in the previous expert work,
- Extent of competence, experience and hierarchical level of the proposed representative(s) of the organisation also on the level of sub-groups,
- Proficiency in English language to a level which allows the representative to participate in discussions and drafting of reports, if required.

5. SELECTION PROCEDURE

The selection procedure will consist of an assessment of the applications against the above-mentioned criteria, followed by the establishment of a list of most suitable applicants, and concluded by the appointment of the members of the HLG. In practical terms, a panel of three officials from the Commission services will be nominated by the Director General of DG GROW. The Director General will decide which applicants will be invited to become members of the HLG on the basis of the report of the panel.

The list of members shall be published on the Register of expert groups, on the Internet site of DG GROW.

**Call for applications for the selection of members of
the High Level Group
on automotive industry
Annex**

Organisation profile / information

<i>Legal Information (legal entity)</i>	
Organisation's legal name	
Legal status	
<i>Organisation details</i>	
Identification number in the transparency register ⁷	
Full address	
Number of employees	
Interest area/Main activities	
Internet homepage	
E-mail	

<i>Contact details for the person authorised to commit the organisation</i>	
Title (Mr, Mrs, Ms., etc.)	
Family name	
First name	
Position in the organisation	
Tel.	
E-mail	

⁷ <http://europa.eu/transparency-register/>

Person proposed to represent the organisation in the Forum. A curriculum vitae (CV) preferably not exceeding two pages and in English should be attached to this form.

Title (Mr, Mrs, Ms., etc.)	
Family name	
First name	
Position in the organisation	
Tel.	
E-mail	

Persons proposed to represent the organisation in the Sherpa group mentioned in Article 5.2 of Commission Decision 2015/C 179/03⁸. A curriculum vitae (CV) preferably not exceeding two pages and in English should be attached to this form.

Title (Mr, Mrs, Ms., etc.)	
Family name	
First name	
Position in the organisation	
Tel.	
E-mail	

Information concerning experience and operational capacity of the organisation and the proposed representative(s)

Description of the experience in the field of activity of the Commission expert group	
Extent of proven operational capacity to take part in the work of the group, to be demonstrated by a description of the organisation, its experience, its resources and its achievements	
Extent of proven competence, experience and hierarchical level of the proposed representative(s) of the organisation	
Stamp of organisation	
Date of signature	
Signature of authorised person	