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D3.5 - Stakeholder and Advisory Board composition, mission, and rules

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Abstract

The PIANOFORTE Stakeholder and Advisory Board (SAB) will be one of the three pillars for the external stakeholder engagement in PIANOFORTE and will contribute to the objective that research and innovation activities of PIANOFORTE are better aligned with the values, needs and expectations of stakeholders and society.

A permanent SAB has been set-up, including 11 internationally recognised experts covering all major scientific disciplines relevant for PIANOFORTE activities. There is a balance within the SAB members regarding their expertise, geographical distribution, and gender.

The mission of the SAB is to give advice to the PIANOFORTE Executive Board and Coordinator on the scientific evaluation and integrative activities, as well as on the prioritisation process for the research topics to be included in the open calls and the projects funded by PIANOFORTE. This document describes the composition, mission, and rules of the SAB.

The PIANOFORTE Stakeholder Engagement Plan (SEP) (D3.6; due end of November 2022), will describe the strategy to follow for stakeholders' participation in the activities carried out throughout PIANOFORTE, both for the SAB and for other stakeholders involved in PIANOFORTE activities.

The first (virtual) meeting of the SAB is planned for mid - late September 2022.

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1 Introduction

The overall objective of PIANOFORTE is to improve the radiological protection of members of the public, patients, workers, and environment in all exposure scenarios, and provide solutions and recommendations for optimised protection in accordance with the Basic Safety Standards (BSS). This objective will be reached by multi-, inter-, and trans-disciplinary research, innovation, and citizen involvement activities, with a view towards a collaborative approach of scientists, regulators, and stakeholders.

The PIANOFORTE Stakeholder and Advisory Board (SAB) will be one of the three pillars for the external stakeholder engagement in PIANOFORTE and will contribute to the objective that research and innovation activities of PIANOFORTE are better aligned with the values, needs and expectations of stakeholders and society.

Considering the lessons learned in the EJP-CONCERT and other past European projects and programmes, PIANOFORTE has set up a permanent SAB that will relay relevant stakeholder inputs in a continuous two-way communication process throughout the whole duration of the partnership (2022-2027). The SAB will advise on PIANOFORTE integration activities and developments. It will also be involved in the prioritisation process of the open R&I calls, bringing their views into the process and helping to align radiation protection research and innovation with societal values, needs and expectations.

To secure a structured and active stakeholder involvement in PIANOFORTE's integration activities and research developments, and to enhance the societal uptake of results and recommendations through fluent communication with stakeholders, a Stakeholder Engagement Plan (SEP) will be developed within PIANOFORTE Task 3.3 (D3.6; end of November 2022). The SEP will describe the strategy to be followed for stakeholders participation in the activities carried out throughout PIANOFORTE, not only for the SAB, but also for the stakeholder network (Task 3.4) and the activities involving stakeholders in the different PIANOFORTE Work Packages.

2 Selection of SAB members

The first step to establish the SAB was the mapping of all the potential stakeholders, including representatives of the target groups defined in the PIANOFORTE proposal: government authorities (European and national policy makers, regulatory authorities, other national, regional and local authorities); experts in radiation protection and other related disciplines (international and European organizations, research centres, universities); civil society and affected communities (civil society organizations, radiation protection practitioners, nuclear and non-nuclear industry workers, citizens, patients, NGOs, media).

The SAB is expected to have 10 to 15 members. To select its memberships several aspects were considered, such as the mission assigned to the SAB or the potential members' influence and interest in the developments of PIANOFORTE. Within the SAB representatives a balance was sought between the different disciplines or functions in radiation protection and related

disciplines, geographical distribution, and gender. The SAB will also include stakeholders not expert in radiation protection, representing the wider civil society at large. Taking those aspects into account, an invitation letter was sent to 12 candidate persons, and the SAB is composed, as of August 2022, of 11 members.

3 Composition of the SAB

The SAB has been established in the first two months of PIANOFORTE, and consists of a group of 11 internationally recognised, appropriately authoritative experts covering all major scientific disciplines relevant to a strategic research programme in radiation protection.

The members of the PIANOFORTE SAB are (in alphabetical order):

- 1) **Mrs. Michelle Bloor**, President of the Society of Environmental Toxicology and Chemistry (SETAC) Europe and SETAC World Council Member. *Expert in pollution remediation, climate change and sustainability and aquatic ecotoxicology.*
- 2) **Mrs. Silvana Colella**, President of European Consortium of Humanities Institutes and Centers (ECHIC) and Board member of the European Alliance for Social Sciences and Humanities (EASSH). *Expert in social sciences and humanities.*
- 3) **Mr. Guy Frija**, Chair of the European Society of Radiology (ESR). *Expert in regulation, research, and application fields in radiation protection.*
- 4) **Mrs. Jacqueline Garnier-Laplace**, Deputy Head of the Division of Radiological Protection and Human Aspects of Nuclear Safety of the Nuclear Energy Agency - Organisation for Economic Co-operation and Development (NEA-OECD). *Expert in radiation protection of humans and environment, environmental risk assessment, radioecology, radiobiology, and ecotoxicology.*
- 5) **Mr. Peter Johnston**, Director of the Division of Radiation, Transport and Waste Safety of the International Atomic Energy Agency (IAEA). *Expert in radiation protection, medical radiation physics and in the implementation of national systems to improve the efficacy of the use of radiation in medicine.*
- 6) **Mr. Bernard Le Guen**, President of the International Radiation Protection Association (IRPA). *Expert in radiation protection, radiation risks, medical biology, and occupational medicine.*
- 7) **Mr. Yves Lheureux**, Director of the National Association of Local Information Committees and Commissions (ANCCLI). *Expert in consultation and dialogue structures that ensure the participation of civil society in issues related with industrial and/or nuclear facilities.*
- 8) **Mrs. Evgenia Ostroumova**, Scientist at the Environment and Lifestyle Epidemiology Branch of the International Agency for Research on Cancer (IARC). *Expert in applied Epidemiology, epidemiological analysis and statistics, public health, and cancer.*
- 9) **Mrs. Bettina Ryll**, Founder of the Melanoma Patient Network Europe and was member of the first EU Cancer Mission Board. *Expert in biomedical sciences and molecular biology.*

- 10) **Mrs. Catharine West**, Retired Professor of Radiation Biology at the University of Manchester, and member of the European Society for Radiotherapy & Oncology (ESTRO). *Expert in radiotherapy-related research and radiation biology.*
- 11) **Mr. Pekka Vuorinen**, Radiation from construction products Group leader (CEN/TC 351). *Expert in radiation-related standardization.*

The SAB representatives are balanced regarding their expertise in radiation protection and related disciplines, geographical distribution within Europe and gender (6 females and 5 males).

4 Mission and Rules of the SAB

Once the SAB membership was established, a document with the mission and rules of the PIANOFORTE SAB was developed, based on lessons learned in the EJP-CONCERT (Appendix 1). The SAB will advise the PIANOFORTE Executive Board (ExB) and Coordinator on the scientific evaluation of PIANOFORTE as a whole, its integrative activities and their international research context, and on the projects funded by PIANOFORTE through open competitive calls.

The SAB will also be involved in the research topics' prioritisation process for the open calls. However, the SAB will not be involved in the text preparation for PIANOFORTE open competitive calls, the selection of reviewers or the Peer Review Panel meetings and the establishment of the ranked list of eligible projects.

All SAB recommendations are to be addressed to the PIANOFORTE ExB and Coordinator. After giving the PIANOFORTE ExB the opportunity to comment, if the recommendations are of general interest for the project, they will be distributed to all PIANOFORTE beneficiaries.

PIANOFORTE will provide the SAB with information and documentation of its activities required to fulfil SAB mission and rules. Upon request, SAB members may participate as observers in PIANOFORTE's activities, if observation is deemed to be necessary for PIANOFORTE's evaluation.

More details on SAB involvement in PIANOFORTE will be described in the Stakeholder Engagement Plan (SEP) that is being currently developed (the first version of the SEP will be ready by the end of November 2022).

The "PIANOFORTE Stakeholder and Advisory Board Mission and Rules" document (Appendix 1) will shortly be distributed to the SAB members, with a request to sign a declaration of commitment, a declaration concerning confidentiality of information, and a declaration of conflict of interests (Annexes of the document).

The first (virtual) meeting of the SAB is scheduled for mid - late September 2022, to present to the SAB members the PIANOFORTE project and discuss the list of research priorities for the first open call drawn up by PIANOFORTE Task 2.1. In this first meeting, a Chair and a Vice-Chair of the SAB will be elected, as stipulated in the Mission and Rules document (Appendix 1).

Appendix 1: PIANOFORTE Stakeholder and Advisory Board Mission and Rules

Article 1

PIANOFORTE shall appoint a Stakeholder and Advisory Board, further called SAB, to advise to the PIANOFORTE Executive Board (ExB) on the evaluation of PIANOFORTE as a whole, its integrative activities, and on the PIANOFORTE funded projects, including the evaluation of priorities set for open calls. The SAB members shall not be consortium members, who are Programme Owners and/or Managers (POM), Affiliated Entities (AE) or the Radiation Protection European Platforms. They shall not be involved in the consortium managerial and/or financial matters.

Article 2

The SAB is entrusted with the following duties:

1. To give advice, at the request of the PIANOFORTE ExB or of the coordinator, on specific scientific and performance matters with the perspective of achieving scientific excellence in key actions undertaken by PIANOFORTE.
2. To give advice on achieving the integration goals of PIANOFORTE and in reaching an optimal performance of the whole consortium.
3. To assist PIANOFORTE in reviewing, analysing and interpreting work done within the PIANOFORTE consortium and in suggesting scientific developments.
4. To report to PIANOFORTE ExB or to the coordinator. The chair of the SAB is invited to participate in PIANOFORTE ExB meetings without voting rights if stakeholder activities are discussed. The chair can delegate this task to the SAB vice-chair.
5. To evaluate the open call procedures as a whole, including the research priority setting. The SAB will not have access to the confidential documentation of the evaluation process.

Article 3

Members of the SAB are required to:

1. Sign a declaration of commitment to the activities of the SAB of PIANOFORTE (Annex 1).
2. Sign a declaration concerning confidentiality of information (Annex 2). Information on PIANOFORTE activities received in the scope of the SAB and other PIANOFORTE related meetings is confidential. The SAB members will take all necessary measures to maintain the confidential nature of all written and oral information according to the ethical rules of confidentiality.
3. Sign a declaration of potential conflicts of interest (Annex 3). They shall be required to declare conflicts of interest in all cases where topics with direct relation to their person or matters of their institution are considered. Where conflicts of interest are identified, the SAB members must abstain from all discussions, activities, and recommendations on those topics.
4. Not to be involved in the management activities of PIANOFORTE, and/or that of the European Radiation Protection Research Platforms.

5. Not to be personally involved in the preparation of the call text for PIANOFORTE open calls, the selection of reviewers or the peer review panel meetings and the establishment of the ranking of eligible projects.

Article 4

The SAB members shall regularly act as individual experts independent of their institution or funding body. If reporting the views of their institutions, this should be made explicit as a report of the research activities/interests/programmes of their respective institutions will help the SAB to form their statements towards PIANOFORTE. When formulating an opinion or advice, a consensus should be strived for among SAB members. If necessary, minority opinions may be formulated for inclusion along with the majority opinion.

Article 5

The SAB should be composed of a maximum of fifteen members and a minimum of ten, ideally including experts from government authorities (policy makers, regulatory authorities, other national, regional and local authorities), experts in radiation protection and other related disciplines (international and European organizations, research centres, universities) and civil society and affected communities (civil society organizations, nuclear and non-nuclear industry workers, citizens, patients, NGOs, media). A Chair and a Vice-chair will be elected by SAB members.

Article 6

The SAB may request the assistance of additional experts for specific consultation issues. However, this requires the prior approval by the PIANOFORTE ExB. External experts are required to respect the rules of the SAB, especially rules 2, 3 and 4 of Article 3, accordingly.

Article 7

The duration of the mandate of each member of the SAB is throughout the entire project period of PIANOFORTE (from June 2022 to end of May 2027). If the maximum number of SAB members is not reached, new members may be invited later, if deemed necessary. Any member who wishes to leave the SAB before the end of her/his mandate must notify it to the PIANOFORTE ExB at least one month in advance.

Article 8

The SAB will meet at least once a year, preferably virtually (video conference). When PIANOFORTE General Assembly will take place face-to-face, the SAB meeting could be organised also face-to-face during the same dates.

Article 9

Travel, hotel and dietary expenses of the SAB members and experts to SAB meetings will be reimbursed upon submission of justification documents (economy fares). The same applies for the travel expenses of the SAB chair or designated representative for the PIANOFORTE ExB meetings. Additional travel expenses of the SAB chair and SAB members shall be approved by the PIANOFORTE coordination team/ExB prior to the planned travel.

Article 10

These rules and any amendments must be approved by the coordinator and the WP3 leader. Any changes to the SAB must be approved by the ExB of PIANOFORTE.

Annex 1

Declaration of commitment to the missions of the PIANOFORTE Stakeholder and Advisory Board

Name: _____

I hereby undertake to make all reasonable efforts to attend and actively participate in the meetings of the PIANOFORTE SAB and to act independently and in the public and scientific interest of PIANOFORTE, without being affected by any external influence.

Done at _____ on _____

Signature

Annex 2

Declaration concerning confidentiality of the information received as a member of the PIANOFORTE Stakeholder and Advisory Board

Name: _____

I hereby declare that I am aware of my obligation to respect confidentiality. I know that I am obliged not to divulge information acquired as a result of my activities in the PIANOFORTE SAB, if the information is subject to a request for confidentiality and I hereby undertake not to divulge any such confidential information. I shall also respect the confidential nature of the opinions expressed by other members of the SAB or others during discussions in meetings or provided in written form.

Done at _____ on _____

Signature

Annex 3

Declaration of conflict of interests by members of the PIANOFORTE Stakeholder and Advisory Board

Name: _____

Information on direct or indirect interests of relevance to the activities of PIANOFORTE

- (1) Direct interest (financial benefits arising from, for example, employment, contracted work, investments, fees etc.):

- (2) Indirect interests (indirect financial, e.g., grants, sponsorships, or other kind of benefits):

- (3) Interests deriving from the professional activities of the member or his/her close family members:

- (4) Any membership role or affiliation that you have in organisations/bodies/clubs with an interest in the work of PIANOFORTE:

- (5) Other interests or facts that the undersigned considers pertinent:

Declaration:

I declare on my word of honour that the information provided above is true and complete. I agree to immediately and truthfully declare to the coordinator of PIANOFORTE any changes, which may occur in the declaration.

Done at _____ on _____

Signature _____