

ERAC 1204/17

**NOTE**

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From: ERAC Secretariat  
To: ERAC delegations

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Subject: Mandate of the Standing Working Group on *Human Resources and Mobility* of the European Research Area and Innovation Committee (ERAC)

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Delegations will find annexed to this Note the Mandate of the Standing Working Group on *Human Resources and Mobility* of the European Research Area and Innovation Committee (ERAC) as adopted by written procedure.

**MANDATE**  
**OF THE STANDING WORKING GROUP ON**  
***HUMAN RESOURCES AND MOBILITY***  
**OF THE EUROPEAN RESEARCH AREA AND INNOVATION COMMITTEE (ERAC)**

**Overall objective**

1. The Standing Working Group on Human Resources and Mobility (hereafter referred to as the Standing Working Group) is the structure to support the implementation and the monitoring of progress of the EU2020 Flagship Initiative Innovation Union (IU) and the development of its European Research Area Framework in the areas related to researchers' career and mobility (e.g. European Charter for Researchers and the Code of Conduct for the Recruitment of Researchers, Scientific Visa, EURAXESS activities) at EU and national levels as well as the attractiveness of Europe to researchers in general.
2. The Standing Working Group members will provide information on the overall plans and strategies devised at national level for the implementation of the areas of the IU and the ERA Framework referred to in 1 and will report regularly on the actions undertaken or envisaged to execute these plans as well as on developments regarding other activities related to researchers' career and mobility.

## Main activities

3. With respect to this mission, the Standing Working Group shall:
  - strengthen mutual learning activities through information exchange, identification of best practices and, where appropriate, the use of peer-reviews;
  - define and use appropriate indicators for monitoring progress, both at national and Community levels;
  - develop common guidelines where they can reinforce a consistent implementation of actions of common interest or inspire new or improved actions;
  - contribute to the definition of Community actions within the ERA Framework;
  - liaise with other relevant groups and stakeholders to make better use of existing initiatives, such as the EURAXESS activities by strengthening links with the national Bridgehead Organisations and to ensure effective coordination with activities of the People Specific Programme;
  - with the aim of supporting the coherent development of policies and measures at national level along the IU commitments, the ERA Framework and the priority lines of action proposed in the Communication “Better careers and more mobility; a European Partnership for Researchers” and of enhancing complementarities and synergies between national and Community actions;.
  - Promote the dissemination and communication of their activities, reports and actions
4. The policy background of the work of the Standing Working Group is formed by the EU 2020 Strategy objectives and its IU Flagship Initiative the ERA Communication with a view of the realisation of a European Research Area with the required highly qualified and mobile human resources in research.
5. The scope of the activities of the Standing Working Group builds primarily on the IU commitments 1,4 and 30 and the related Council Conclusions from 31 May 2011 Competitiveness Council.

6. The Standing Working Group will interact with the other ERA-related groups; hence, it will articulate the coordination with the other ERA-groups in the interest of the timeliness, effectiveness and efficiency to implement the ERA.
7. The group will inform ERAC about the agenda of its meetings and will provide regular updates. The group will give advice and report to ERAC or to the Competitiveness Council as appropriate on the work undertaken and the results achieved.

## **Organisation**

8. The Standing Working Group shall meet regularly, up to four times per year. The meetings will normally be held in Brussels.
9. The Standing Working Group shall be attended by, where appropriate, up to two representatives at an appropriate level and competence from each Member State, country associated to the EU Framework Programme (hereinafter referred to as Associated Countries) and the European Commission.
10. The Standing Working Group may invite representatives of Associated Countries to participate in its meetings as observers.
11. The Chair (and Vice-Chair if applicable) of the Standing Working Group shall be elected from among the representatives of Member States on the Group by a majority of its component Members for a period of three years. In so doing, they shall have due regard to gender balance and other aspects of diversity.
12. Delegates of Member States and Associated Countries are present in the Standing Working Group as formal representatives of their country, not as individual experts, and should ensure appropriate co-ordination with national representatives in other ERA-related groups.

13. The Secretariat for the Standing Working Group is provided by the General Secretariat of the Council.
14. The primary role of the Secretariat is to assist the group in its operation. In particular, it assists the Chair in the preparation, conduct and follow-up of meetings, including the circulation of provisional agendas and of related documents, and the drafting of summary conclusions of meetings.
15. The Commission shall support the work of this group within the remit of its competence.
16. The Standing Working Group may set up sub-groups to deal with questions relevant to its mandate. These must have a clear purpose and objective and be of limited duration.
17. In agreement with the ERAC Steering Board, the Standing Working Group shall draw up rules of procedure that are coherent with those of the other ERA-related Groups. The requirement for coherence in rules of procedure does not include voting rules, which are solely a matter for the Standing Working Group.

#### **ERA coordination**

18. The Standing Working Group shall develop its own Work Programme, draw up its agenda, carry out its activities and produce its deliverables according to its mandate and the ERA Roadmap. The relevant aspects of the draft work programme, including the timing of work, the scheduling of meetings and the planning of communication with the Council, shall be discussed within the ERAC Steering Board and comments by the ERAC Steering Board shall be taken into account. The Chair of the Standing Working Group shall ensure the substance of these discussions is systematically reported back to the group.

19. To ensure overall coherence among the ERA-related Groups and to avoid gaps or duplication in the coverage of ERA priorities, the Standing Working Group's work programme shall be discussed within the ERAC Steering Board and a report of these discussions presented to ERAC before the adoption of the work programme by the Group. Within this framework, the Standing Working Group takes sole responsibility for the content of the advice it provides.
20. The Chair of the Standing Working Group will serve on the ERAC Steering Board along with the Chairs of the other ERA-related groups.
21. The Standing Working Group's mandate shall be assessed when necessary, but at least every three years, by ERAC in line with ERAC's agreed procedure for this exercise, and recommendations shall be made to the Council on whether the mandate needs to be revised or repealed in order to reflect progress in the implementation or updates of ERA Priorities.

## **Reporting**

22. The Standing Working Group shall submit a concise annual report to ERAC, providing a timely strategic and operational overview of research and innovation issues that are relevant to the development of the ERA Priority 3 for which it is responsible and on the impact of its activities on the achievement of that Priority.

This shall be provided in good time for ERAC to prepare its own annual report to the Council. It shall also ensure more generally, through the Steering Board or otherwise, that other ERA-related groups are aware of developments in its area that are relevant to the wider work of ERA.

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