

CALL FOR APPLICATIONS FOR THE SELECTION OF MEMBERS OF THE PLATFORM ON ANIMAL WELFARE

1. Background

By Decision C(2017) 280 of 24 January 2017¹(hereafter "the Decision"), the Commission has set up a group of experts named "Platform on Animal Welfare" ("the Platform").

The Platform's tasks are:

- (a) to assist the Commission with the development and exchange of coordinated actions which shall have the aim of contributing to the implementation and application of European Union legislation related to animal welfare and the understanding, within and outside the Union, of the Union legislation as well as international standards on animal welfare;
- (b) to facilitate the development and the use of voluntary commitments on animal welfare improvement by businesses;
- (c) to contribute to the promotion of Union standards on animal welfare as to valorise the market value of Union products at global level;
- (d) to encourage dialogue between competent authorities, businesses, civil society, academia, scientists, and international intergovernmental organisations on Union relevant topics related to animal welfare;
- (e) to promote exchange of experiences and good practices, scientific knowledge and innovations on related to animal welfare relevant for the Union;
- (f) to share information on policy development in the fields and on activities mentioned above.

The Commission is calling for applications with a view to selecting members of the group other than Member States' authorities and other public entities.

2. Features of the Platform

2.1. COMPOSITION

The Platform shall consist of not more than 75 members, out of these, 40 members are subject to the present call, the other members being governmental authorities or intergovernmental organisations.

Members shall be individuals appointed in a personal capacity, organisations, Member States' authorities and other public entities.

Members appointed in a personal capacity shall act independently and in the public interest. They shall be independent experts from academic and research institutes having activities on animal welfare sciences which have an impact on EU policies.

Organisations shall nominate their representatives and shall be responsible for ensuring that their representatives provide a high level of expertise. Organisations shall be:

¹ Commission Decision C (2017) 280 of 24 January 2017 establishing the Commission Expert group 'Platform on Animal Welfare'.

- business and professional organisations having activities at Union level in the food supply chain where animals or animal products are involved as well as in the keeping of animals for other farming purposes; or,
- organisations from the civil society having activities at Union level in relation to animal welfare.

The Commission's Directorate-General for Health and Food ('DG SANTE') may refuse the nomination of a representative by an organisation if it considers this nomination inappropriate in light of the requirements specified in chapter 4 of this call. In such case, the organisation concerned shall be asked to appoint another representative.

2.2. APPOINTMENT

Members shall be appointed by the Director General of DG SANTE from applicants complying with the requirements referred to in chapter 4 of this call.

Members shall be appointed until 31 December 2019. They shall remain in office until the end of their term of office. Their term of office may be renewed.

Registration in the Transparency Register is required in order for organisations to be appointed.

As regards members appointed in a personal capacity, the Director General of DG SANTE shall appoint alternate members, in accordance with the same conditions as members, who shall automatically replace any members who are absent or indisposed. The Director General shall also establish, after their consent, a reserve list of suitable candidates that may be used to appoint members' replacements. The reserve list will only include members appointed in a personal capacity.

Members who are no longer capable of contributing effectively to the Platform's activities, who, in the opinion of DG SANTE do not comply with the conditions set out in Article 339 of the Treaty on the Functioning of the European Union or who resign, shall no longer be invited to participate in any meetings of the Platform and may be replaced for the remainder of their term of office.

2.3. RULES OF ENGAGEMENT AND OPERATION OF THE PLATFORM

The Platform shall be chaired by the Director General of DG SANTE or his/her representative.

The Platform shall act at the request of the Chair, in compliance with the Commission's horizontal rules on expert groups² ('the horizontal rules').

In principle, the Platform shall meet at least twice a year at the premises of the Commission and whenever the Commission considers a meeting necessary.

The Commission services shall provide secretarial services. Commission officials from other departments with an interest in the works of the Platform may attend meetings of the Platform and its sub-groups.

Members and members' representatives should be prepared to attend meetings systematically, to contribute actively to discussions in the group, to be involved in preparatory work ahead of meetings, to examine and provide comments on documents under discussion, and to act, as appropriate, as 'rapporteurs' on ad hoc basis.

² Commission Decision of 30.5.2016 establishing horizontal rules on the creation and operation of Commission expert groups, C(2016) 3301

As a general rule, working documents will be drafted in English and meetings will be also conducted in English.

The Platform shall adopt reports or conclusions by consensus. In the event of a vote, the outcome of the vote shall be decided by simple majority of the members. Members who have voted against shall have the right to have a document summarising the reasons for their position annexed to the corresponding report or conclusion.

In agreement with the Chair, the Platform may, by simple majority of its members, decide that deliberations shall be public.

Participants in the activities of the Platform and the sub-groups shall not be remunerated for the services they offer.

Travel and subsistence expenses incurred by participants in the activities of the Platform and the sub-groups shall be reimbursed by the Commission. Reimbursement shall be made in accordance with the provisions in force within the Commission and within the limits of the available appropriations allocated to the Commission departments under the annual procedure for the allocation of resources.

The members of the Platform and their representatives, as well as invited experts and observers, are subject to the obligation of professional secrecy, which by virtue of the Treaties and the rules implementing them applies to all members of the institutions and their staff, as well as to the Commission's rules on security regarding the protection of Union classified information, laid down in Commission Decisions (EU, Euratom) 2015/443³ and 2015/444⁴. Should they fail to respect these obligations, the Commission may take all appropriate measures.

On a proposal by and in agreement with the Chair the Platform shall adopt its rules of procedure by simple majority of its members, on the basis of the standard rules of procedure for expert groups, in compliance with the horizontal rules.

The Chair may invite experts with specific expertise with respect to a subject matter on the agenda to take part in the work of the Platform or the sub-groups, on an ad hoc basis. Individuals, organisations or public entities may be granted an observer status, in compliance with the horizontal rules, either by direct invitation or as a result of a call for applications. Organisations or public entities appointed as observers shall nominate their representatives. Observers and their representatives may be permitted by the Chair to take part in the discussions of the Platform and provide expertise. However, they shall not have voting rights and shall not participate in the drafting of reports or conclusions of the Platform. The Platform shall not have more than five observers.

The Director General for DG SANTE may set up sub-groups for the purpose of examining specific questions on the basis of terms of reference defined by the Commission. Sub-groups shall operate in compliance with the horizontal rules and shall report to the Platform. They shall be dissolved as soon as their mandate is fulfilled.

The members of sub-groups that are not members of the Platform shall be selected via a public call for applications, in compliance with Article 5 of the Decision setting up the Platform and the horizontal rules.

³ Commission Decision (EU, Euratom) 2015/443 of 13 March 2015 on Security in the Commission (OJ L 72, 17.3.2015, p. 41).

⁴ 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).

2.4. TRANSPARENCY

The Platform and its sub-groups shall be registered in the Register of Commission expert groups and other similar entities ('the Register of expert groups').

As concerns the group composition, the following data shall be published on the Register of expert groups:

- the names of individuals appointed in a personal capacity;
- the names of member organisations; the interest represented shall be disclosed;
- the names of other public entities;
- the names of observers.

All relevant documents, including the agendas, the minutes and the participants' submissions, shall be made available either on the Register of expert groups or via a link from the Register to a dedicated website, where this information can be found. Access to dedicated websites shall not be submitted to user registration or any other restriction. In particular, the agenda and other relevant background documents shall be published in due time ahead of the meeting, followed by timely publication of minutes. Minutes on the discussion on each point on the agenda and on the conclusions of the debates shall be meaningful and complete. Minutes shall be drafted by the secretariat under the responsibility of the Chair. Exceptions to publication shall only be foreseen where it is deemed that 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 Council.

Personal data shall be collected, processed and published in accordance with Regulation (EC) No 45/2001⁵.

3. Application procedure

Interested individuals and organisations are invited to submit their application to the European Commission, DG SANTE as explained below.

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

Organisations shall indicate the name of their representative(s) in the Platform.

An application will be deemed admissible only if it is sent by the deadline and includes the documents referred below. All documents submitted by applicants should be duly filled in, legible, signed and numbered sequentially.

Supporting documents

Each application shall include the following documents:

- a cover letter explaining the applicant's motivation for answering this call and stating what contribution the applicant could make to the group;
- a classification form duly filled in specifying the member category for which the application is made (Annex I).

⁵ Regulation (EC) No 45/2001 of the European Parliament and of the Council of 18 December 2000 on the protection of individuals with regard to the processing of personal data by the Community institutions and bodies and on the free movement of such data (OJ L 8, 12.1.2001, p. 1).

- a selection criteria form duly filled in documenting how the applicant fulfills the selection criteria listed in chapter 4 of this call (Annex II).

For individuals applying to be appointed as members in a personal capacity, as well as for individuals indicated by organisations as their representatives, a curriculum vitae (CV) shall also be provided, preferably not exceeding three pages. All CVs shall be submitted in the European format:

(<https://europass.cedefop.europa.eu/en/documents/curriculum-vitae/templates-instructions>).

Individuals applying to be appointed as members in a personal capacity must disclose any circumstances that could give rise to a conflict of interest by submitting a declaration of interests ('DOI') form on the basis of the standard DOI form for expert groups attached to this call (Annex III). Submission of a duly completed DOI form is necessary in order to be eligible to be appointed in a personal capacity. DG SANTE shall perform the conflict of interest assessment in compliance with the horizontal rules.

Additional supporting documents (e.g. publications) may be requested at a later stage.

Deadline for application

The duly signed applications must be sent by 06 March 2017 at the latest. The date of sending will be established as follows :

- Where applications are sent by e-mail to the following e-mail address: SANTE-ANIMAL-WELFARE-PLATFORM@ec.europa.eu, the date of the e-mail will be the date of sending.
- Where applications are sent by post to the following address: European Commission, DG SANTE, Unit G2 secretariat – B232 03/37, B-1049 Brussels, the postmark will be considered the date of sending.
- Where applications are hand-delivered to the following address: European Commission, DG SANTE, Unit G2 secretariat – B232 03/37, B-1049 Brussels, the date on the receipt given upon delivery will be considered the date of sending.

4. Selection criteria

4.1. CRITERIA APPLICABLE TO INDIVIDUALS APPLYING TO BE APPOINTED IN A PERSONAL CAPACITY

DG SANTE take the following criteria into account when assessing applications from individuals applying to be appointed in a personal capacity:

- good knowledge of the English language allowing active participation in the discussions;
- proven and relevant competence and experience, including at European or international level, in areas relevant to the tasks of the Platform;
- absence of circumstances that could give rise to a conflict of interest (individuals applying to be appointed in a personal capacity only);
- The extent to which the applicant's academic and research activities cover the different aspects of animal welfare in animals kept for farming purposes such as animal

behaviour, animal pathology, zootechnics, animal nutrition, agriculture policy and economics, consumer behaviour etc.;

- The extent to which the applicant's academic and research activities cover the diversity of the animal production both in terms of species and activities such as genetic selection, livestock farming, slaughter, transport or trade of animals as well animal nutrition;
- The extent to which the applicant's academic and research activities include partnership with various regions of the European Union;
- The extent to which the applicant's academic and research activities include animal welfare within cross-cutting issues such as common agriculture policy, labelling, sustainability, antimicrobial resistance, international trade, etc.

4.2. CRITERIA APPLICABLE TO ORGANISATIONS

DG SANTE take the following criteria into account when assessing applications from organisations:

- good knowledge of the English language of the organisations' representatives allowing active participation in the discussions;
- proven and relevant competence and experience, including at European or international level, in areas relevant to the tasks of the Platform;
- Competence, experience and hierarchical level of the organisations' representatives;
- The extent to which the organisation's activities cover the diversity of the animal primary production both in terms of species and activities such as genetic selection, livestock farming, slaughter, transport or trade of animals as well animal nutrition;
- The extent to which the organisation's activities cover the different steps of the food supply chain where animals or animal products are involved as well as in the keeping of animals for other farming purposes including food processing, distribution and retail, food services, consumption as well as services (including veterinarians) and manufacturing of equipment related to animal production;
- The extent to which the organisation's activities cover the diversity of models of productions (i.e. intensive production, free-range, organic farming, specific quality schemes, etc.);
- The extent to which the organisation's activities cover the diversity of the regions of the European Union;
- The extent to which the organisation's activities include animal welfare within cross-cutting issues such as common agriculture policy, labelling, sustainability, antimicrobial resistance, international trade, etc.

5. Selection procedure

The selection procedure shall consist of an assessment of the applications performed by DG SANTE against the selection criteria listed in chapter 4 of this call, followed by the establishment of a list of the most suitable applicants, and concluded by the appointment of the members of the Platform.

When defining the composition of the Platform, DG SANTE shall aim at ensuring, as far as possible, a high level of expertise, as well as a balanced representation of relevant know how

and areas of interest, while taking into account the specific tasks of the Platform, the type of expertise required, as well as the relevance of the applications received.

Where individual experts are appointed in a personal capacity, DG SANTE shall seek a geographical balance and a gender balance.

For any further information please contact by email at: SANTE-ANIMAL-WELFARE-PLATFORM@ec.europa.eu.

ANNEXES:

- Annex I: Classification form
- Annex II: Selection criteria form
- Annex III: Standard declaration of interests (DOI) (only for members to be appointed in a personal capacity).
- Annex IV: Guidance for filling in the declaration of interests (DOI)
- Annex V: Privacy statement

Annex I: Classification form¹

To be filled in by all applicants

This application is made as: *(please select only one option)*

An individual applying to be appointed in a personal capacity (Type A member); if appointed I shall act independently and in the public interest.

or

An organisation (Type C member).

Transparency Register identification number:

To be filled in by organisations applying to be appointed as Type C members

This application is made as the following **type of organisation:** *(please select only one option, taking into account the definitions indicated below).*

- a) Banks/Financial institutions
- b) Companies/groups
- c) Law firms
- d) NGOs
- e) Professionals’ associations
- f) Professional consultancies
- g) Trade and business associations
- h) Trade unions
- i) Other (please specify):

Definitions for organisation types

Banks/Financial institutions

Banks and other similar bodies providing financial services, including financial intermediation. All sorts of banks should be classified within this category, including national central banks.

Companies/groups

Individual companies or groups of companies operating in the business sector, whether they are national companies or multinational ones.

Law firms

Business entities formed by one or more lawyers to engage in the practice of law. The primary service rendered by a law firm is to advise clients (individuals or corporations) about their legal rights and responsibilities, and to represent clients in civil or criminal cases, business transactions, and other matters in which legal advice and other assistance are sought.

¹ This form must be filled in, signed and returned with the application.

NGOs

Non-profit organisations which are independent from public authorities and commercial organisations. Some NGOs are organised around specific issues, such as environment, consumer affairs, health and human rights.

Professionals' associations

Non-profit organisations seeking to further the interests of individuals engaged in a particular profession, such as physicians, nurses, architects, engineers and lawyers. Professionals' associations are different from business associations, as they promote and defend the interests of individuals carrying on a specific profession, not the interests of companies operating in the business sector.

Professional consultancies

Firms carrying on, on behalf of clients, activities involving advocacy, lobbying, promotion, public affairs and relations with public authorities.

Trade and business associations

Private bodies representing the interests of its members operating in the business sector.

Trade unions

Organisations of workers. The most common activities performed by trade unions include the negotiation of wages, work rules, rules governing hiring, firing and promotion of workers.

Other organisations

Organisations which are not possible to classify in any other category.

To be filled in by organisations applying to be appointed as Type C members

The applicant shall represent the following **interest**: (*please select one or more options, taking into account the definitions indicated below*):

- a) Civil society
- b) Employees/Workers
- c) Finance
- d) Industry
- e) Professionals
- f) SMEs
- g) Other (please specify):

Definitions for interests represented**Civil society**

Civil society can be defined as the aggregate of non-governmental organisations and institutions that manifest interests and will of citizens or as individuals and organisations in a society which are independent of the government.

Employees/workers

Individuals working part-time or full-time under a contract of employment whether oral or written, express or implied, and having recognized rights and duties.

Finance

The management of revenues or the conduct or transaction of money matters, as in the fields of banking, insurance and investment.


Industry

Companies and groups of companies whose number of employees and turnover or balance sheet total are higher than the ones of SMEs (see below).

Professionals

Individuals operating in a particular profession, such as physicians, nurses, architects, engineers and lawyers.

SMEs

"SME" stands for small and medium-sized enterprises – as defined in EU law: [EU recommendation 2003/361](#) .

The main factors determining whether a company is an SME are:

1. **number of employees** and
2. either **turnover** or **balance sheet total**.

Company category Employees Turnover or Balance sheet total

Medium-sized	< 250	≤ € 50 m	≤ € 43 m
Small	< 50	≤ € 10 m	≤ € 10 m
Micro	< 10	≤ € 2 m	≤ € 2 m

These ceilings apply to the figures for individual firms only. A firm which is part of larger grouping may need to include employee/turnover/balance sheet data from that grouping too.

Other interest

Interest which is not possible to classify in any other category.

To be filled in by organisations applying to be appointed as Type C membersPlease select **one or more policy areas** in which your organisation operate(s):

- | | |
|--|--|
| <input type="checkbox"/> Agriculture | <input type="checkbox"/> Humanitarian aid |
| <input type="checkbox"/> Animal health | <input type="checkbox"/> Industry |
| <input type="checkbox"/> Animal welfare | <input type="checkbox"/> Information society |
| <input type="checkbox"/> Archaeology | <input type="checkbox"/> Innovation |
| <input type="checkbox"/> Architecture | <input type="checkbox"/> Insurance |
| <input type="checkbox"/> Audiovisual and media | <input type="checkbox"/> Labour |
| <input type="checkbox"/> Audit | <input type="checkbox"/> Land management |
| <input type="checkbox"/> Banking | <input type="checkbox"/> Law (civil) |
| <input type="checkbox"/> Biodiversity | <input type="checkbox"/> Law (corporate) |
| <input type="checkbox"/> Civil protection | <input type="checkbox"/> Law (criminal) |
| <input type="checkbox"/> Civil service | <input type="checkbox"/> Law (taxation) |
| <input type="checkbox"/> Climate | <input type="checkbox"/> Linguistics and Terminology |
| <input type="checkbox"/> Competition | <input type="checkbox"/> Livestock |
| <input type="checkbox"/> Conservation | <input type="checkbox"/> Medical profession |
| <input type="checkbox"/> Consumer affairs | <input type="checkbox"/> Migration |
| <input type="checkbox"/> Culture | <input type="checkbox"/> Natural resources |
| <input type="checkbox"/> Cultural Heritage | <input type="checkbox"/> Plant production |
| <input type="checkbox"/> Cultural Landscape | <input type="checkbox"/> Public affairs |
| <input type="checkbox"/> Customs | <input type="checkbox"/> Public health |
| <input type="checkbox"/> Development | <input type="checkbox"/> Public relations |
| <input type="checkbox"/> Disaster Risk Reduction | <input type="checkbox"/> Raw materials |
| <input type="checkbox"/> Economy | <input type="checkbox"/> Research |
| <input type="checkbox"/> Education | <input type="checkbox"/> Science |
| <input type="checkbox"/> Employment and social affairs | <input type="checkbox"/> Science diplomacy |
| <input type="checkbox"/> Energy | <input type="checkbox"/> Security |
| <input type="checkbox"/> Engineering (chemical) | <input type="checkbox"/> Smart specialisation |
| <input type="checkbox"/> Engineering (civil) | <input type="checkbox"/> Social service |
| <input type="checkbox"/> Engineering (infrastructure) | <input type="checkbox"/> Space and Satellites (policy) |
| <input type="checkbox"/> Engineering (IT) | <input type="checkbox"/> Space and Satellites (research) |
| <input type="checkbox"/> Engineering (maritime) | <input type="checkbox"/> Sport |
| <input type="checkbox"/> Engineering (space policy) | <input type="checkbox"/> Statistics |
| <input type="checkbox"/> Engineering (space research) | <input type="checkbox"/> Sustainable Development |
| <input type="checkbox"/> Enlargement | <input type="checkbox"/> Systemic eco-innovation |
| <input type="checkbox"/> Environment | <input type="checkbox"/> Tax |
| <input type="checkbox"/> Equal opportunities | <input type="checkbox"/> Trade |
| <input type="checkbox"/> External relations | <input type="checkbox"/> Training |
| <input type="checkbox"/> External trade | <input type="checkbox"/> Transport |
| <input type="checkbox"/> Finance | <input type="checkbox"/> Urban development |
| <input type="checkbox"/> Fisheries and aquaculture | <input type="checkbox"/> Water |
| <input type="checkbox"/> Food safety | <input type="checkbox"/> Youth |
| <input type="checkbox"/> Forestry | <input type="checkbox"/> Other |
| <input type="checkbox"/> Fundamental rights | |

For individuals applying to be appointed as Type A members

Title:
Surname:
First name:
Date:
Signature

For organisations applying to be appointed as Type C members

Name of the organisation¹:
Surname of the representative proposed:
First name of the representative proposed:
Surname of the person applying on behalf of the organisation:
First name of the person applying on behalf of the organisation:
Date:
Signature

¹ It is mandatory to use exactly the same name used when registering in the Transparency Register.

Annex II: Selection criteria form

Applicants are requested to describe how they fulfil the selection criteria listed in this call and provide the references to the accompanying documents. The applicants should be as factual and concise in their description, as to facilitate the process of treatment.

For individuals applying to be appointed in a personal capacity as Type A members

Criteria applicable to members to be appointed in a personal capacity	Description and references
Good knowledge of the English language allowing active participation in the discussions.	
Proven and relevant competence and experience, including at European or international level, in areas relevant to the tasks of the Platform.	
Absence of circumstances that could give rise to a conflict of interest.	
The extent to which the applicant's academic and research activities cover the different aspects of animal welfare in animals kept for farming purposes such as animal behaviour, animal pathology, zootechnics, animal nutrition, agriculture policy and economics, consumer behaviour etc..	
The extent to which the applicant's academic and research activities cover the diversity of the animal production both in terms of species and activities such as genetic selection, livestock farming, slaughter, transport or trade of animals as well animal nutrition.	
The extent to which the applicant's academic and research activities include partnership with various regions of the European Union.	
The extent to which the applicant's academic and research activities include animal welfare within cross-cutting issues such as common agriculture policy, labelling, sustainability, antimicrobial resistance, international trade, etc..	

Title:

Surname:

First name:

Date:

Signature

For organisations applying to be appointed as Type C members

Criteria applicable to organisations	Description
Good knowledge of the English language of the organisations' representatives allowing active participation in the discussions.	
Proven and relevant competence and experience, including at European or international level, in areas relevant to the tasks of the Platform.	
Competence, experience and hierarchical level of the proposed representatives.	
The extent to which the organisation's activities cover the diversity of the animal primary production both in terms of species and activities such as genetic selection, livestock farming, slaughter, transport or trade of animals as well animal nutrition.	
The extent to which the organisation's activities cover the different steps of the food supply chain where animals or animal products are involved as well as in the keeping of animals for other farming purposes including food processing, distribution and retail, food services, consumption as well as services (including veterinarians) and manufacturing of equipment related to animal production.	
The extent to which the organisation's activities cover the diversity of models of productions (i.e. intensive production, free-range, organic farming, specific quality schemes, etc.).	
The extent to which the organisation's activities cover the diversity of the regions of the European Union.	
The extent to which the organisation's activities include animal welfare within cross-cutting issues such as common agriculture policy, labelling, sustainability, antimicrobial resistance, international trade, etc..	

Name of the organisation¹:

Surname of the representative proposed:

First name of the representative proposed:

Surname of the person applying on behalf of the organisation:

First name of the person applying on behalf of the organisation:

Date:

¹ It is mandatory to use exactly the same name used when registering in the Transparency Register.

Signature

.....

Annex III

Standard declaration of interests (DOI) form for individuals applying to be appointed as members of the Platform in a personal capacity¹

Legal basis:

Commission Decision C(2016)3301 final establishing horizontal rules on the creation and operation of Commission expert groups, Articles 2(4) and 11.

Definitions:

"**Conflict of interest**" means any situation where an individual has an interest that may compromise or be reasonably perceived to compromise the individual's capacity to act independently and in the public interest when providing advice to the Commission in relation to the subject of the work performed by the expert group or sub-group in question.

"**Immediate family member**" means the individual's spouse, children and parents. "Spouse" includes a partner with whom the individual has a registered non marital regime. "Children" means the child(ren) the individual and the spouse have in common, the own child(ren) of the individual and the own child(ren) of the spouse.

"**Legal entity**" means any commercial business, industry association, consultancy, research institution or other enterprise whose funding is significantly derived from commercial sources. It also includes independent own commercial businesses, law offices, consultancies or similar.

"**Body**" means a governmental, international or non-profit organisation.

"**Meeting**" includes a series or cycle of meetings.

Please answer each of the questions below. If the answer to any of the questions is "yes", please briefly describe relevant interests and circumstances, as appropriate.

If you do not describe relevant interests, your DOI form will be considered incomplete and, therefore, your application to be appointed as a member of the Platform in a personal capacity shall be rejected.

First name:

Family name:

Expert group:

¹ to be filled in only by Type A member

1 EMPLOYMENT CONSULTANCY AND LEGAL REPRESENTATION

	<i>Within the past 5 years, were you employed or have you had any other professional relationship with a natural or legal entity, or held any non-remunerated post in a legal entity or other body with an interest in the field of activity of the Platform in question?</i>	yes	no
--	---	------------	-----------

1a	Employment	<input type="checkbox"/>	<input type="checkbox"/>
1b	Consultancy, including services as an advisor	<input type="checkbox"/>	<input type="checkbox"/>
1c	Non-remunerated post	<input type="checkbox"/>	<input type="checkbox"/>
1d	Legal representation	<input type="checkbox"/>	<input type="checkbox"/>

Activity	Time period (from... until month/year)	Name of entity or body	Description

2 MEMBERSHIP OF MANAGING BODY, SCIENTIFIC ADVISORY BODY OR EQUIVALENT STRUCTURE

	<i>Within the past 5 years, have you participated in the internal decision-making of a legal entity or other body with an interest in the field of activity of the Platform in question or have you participated in the works of a Scientific Advisory Body with voting rights on the outputs of that entity?</i>	yes	no
--	---	------------	-----------

2a	Participation in a decision-making process	<input type="checkbox"/>	<input type="checkbox"/>
2b	Participation in the work of a Scientific Advisory Body	<input type="checkbox"/>	<input type="checkbox"/>

Activity	Time period (from... until month/year)	Name of legal entity or body	Description

--	--	--	--

3 RESEARCH SUPPORT

	<i>Within the past 5 years, have you, or the research entity to which you belong, received any support from a legal entity or other body with an interest in the field of activity of the Platform in question?</i>	yes	no
--	---	------------	-----------

3a	Research support, including grants, rents, sponsorships, fellowships, non-monetary support	<input type="checkbox"/>	<input type="checkbox"/>
-----------	---	--------------------------	--------------------------

Activity	Time period (from... until month/year)	Name of legal entity or body	Description

4 FINANCIAL INTERESTS

	<i>Do you have current investments in a legal entity with an interest in the field of activity of the expert Platform in question, including holding of stocks and shares, and which amounts to more than 10,000 EUR per legal entity or entitling you to a voting right of 5% or more in such legal entity?</i>	yes	no
--	--	------------	-----------

4a	Shares	<input type="checkbox"/>	<input type="checkbox"/>
4b	Other stock	<input type="checkbox"/>	<input type="checkbox"/>

Investment	Name of legal entity	Description

--	--	--

5 INTELLECTUAL PROPERTY

<i>Do you have any intellectual property rights that might be affected by the outcome of the work carried out by Platform in question?</i>	yes	no
--	------------	-----------

5a	Patent, trademarks, or copyrights	<input type="checkbox"/>	<input type="checkbox"/>
5b	Others	<input type="checkbox"/>	<input type="checkbox"/>

Intellectual property	Description

6 PUBLIC STATEMENTS AND POSITIONS

<i>Within the past 5 years, have you provided any expert opinion or testimony in the field of activity of the Platform in question, for a legal entity or other body as part of a regulatory, legislative or judicial process? Have you held an office or other position, paid or unpaid, where you represented interests or defended an opinion in the field of activity of the Platform in question?</i>	Yes	no
--	------------	-----------

6a	For a legal entity or other body as part of a regulatory, legislative or judicial process	<input type="checkbox"/>	<input type="checkbox"/>
6b	Represented interests or defended an opinion	<input type="checkbox"/>	<input type="checkbox"/>

Activity	Time period (from... until month/year)	Name of legal entity or body	Description

--	--	--	--

7 INTERESTS OF IMMEDIATE FAMILY MEMBERS yes no

7a	To your knowledge, are there any interests of your immediate family members which could be seen as undermining your independence when providing advice to the Commission in the field of activity of the Platform in question?	<input type="checkbox"/>	<input type="checkbox"/>
-----------	--	--------------------------	--------------------------

Interests	Time period (from... until month/year)	Name of legal entity or body	Description

7b	If interests of your immediate family members are declared, it is your responsibility to inform them about the collection and publication of information on their interests included in the DOI and to provide them with the privacy statement attached to the guidance for filling in this DOI, and this at the latest when you file the DOI form with the Commission.
-----------	---

8 OTHER RELEVANT INFORMATION yes no

8a	Are there any other elements that could be seen as undermining your independence when providing advice to the Commission in the field of activity of the Platform in question?	<input type="checkbox"/>	<input type="checkbox"/>
-----------	--	--------------------------	--------------------------

Description:

I hereby declare on my honour that I have read the guidance for completing this form. I also declare on my honour that the information disclosed in this form is true and complete to the best of my knowledge.

Should there be any change to the above information, including as regards upcoming activities, I will promptly notify the competent Commission department and complete a new DOI form describing the changes in question.

I am informed that my personal data are stored, processed and published by the Commission in accordance with Regulation (EC) N° 45/2001.

Date: _____

Signature: _____

Your DOI form shall be made publicly available on the Register of Commission Expert Groups and Other Similar Entities, as long as you are appointed as member of the Platform in a personal capacity. Technical measures will be taken to indicate to search engines that your DOI form should not appear in search results.

Annex IV:
Guidance for filling in the declaration of interests (DOI) form by individuals applying to be appointed as members of the Platform in a personal capacity

According to the Commission's horizontal rules on expert groups (hereafter 'the horizontal rules'), Commission expert groups and other similar entities are consultative bodies¹, the role of which is to provide advice and expertise to the Commission and its departments in relation to a number of tasks². Individuals appointed as members of the Platform in a personal capacity are due to act independently and in the public interest³.

In order to ensure the highest integrity of experts, you are requested to duly complete the DOI form. You are required to disclose any circumstances that could give rise to a conflict of interest, i.e. any situation where your interests may compromise or may reasonably be perceived to compromise your capacity to act independently and in the public interest in providing advice to the Commission, in relation to the subject of the work performed by the Platform in question. In particular, you must disclose in this DOI form any relevant professional and financial interests.

You must also declare relevant interests of your immediate family members. If interests of your immediate family members are declared, it is your responsibility to inform them about the collection and publication of information on their interests included in this DOI form and to provide them with the privacy statement attached to this guidance, and this at the latest when you file the DOI form with the Commission.

Please submit the completed DOI form to the competent Commission⁴ department, together with your CV, as part of your application to become member of the Platform in a personal capacity. If there is any change concerning the information provided in the form, including on upcoming activities, you must promptly inform the competent Commission departments by completing a new DOI form which describes the changes in question.

Please note that having a declared interest does not necessarily mean having a conflict of interest. Answering "Yes" to a question on this DOI form does not automatically disqualify you or limit your participation in the Platform. The competent Commission departments will review your answers in accordance with the horizontal rules and determine whether a conflict of interest relevant to the subject at hand exists⁵.

Where the competent Commission departments conclude that no conflict of interest exists, you are eligible to be appointed in a personal capacity. Where the competent Commission departments conclude that your interests may compromise or be reasonably perceived to compromise your capacity to act independently and in the public interest when providing advice to the Commission in relation to the subject of the work performed by the Platform in question, they shall take one of the following measures to deal with the conflict of interest detected, depending on the specific circumstances:

¹ COM(2016) 3301 final, Article 2.1.

² Idem, Article 3.

³ Idem, Article 7.2. (a).

⁴ Same address as for your application.

⁵ Idem, Article 11.

- You shall not be appointed in a personal capacity to the platform in question; in such case the competent Commission department shall inform you about the outcome of the conflict of interest assessment performed;
- You shall be appointed as member of the Platform in a personal capacity with a number of specific restrictions: you may be excluded from certain meetings and/or activities carried out by the Platform; you may also be required to abstain from discussing certain agenda items and/or from any vote on those items;
- You shall be appointed as member of the Platform representing a common interest shared by a number of stakeholders, after consultation of the stakeholders concerned;

Your DOI form shall be made publicly available on the Register of Commission Expert Groups and Other Similar Entities, as long as you are appointed as member of the Platform in a personal capacity. Technical measures will be taken to indicate to search engines that your DOI form should not appear in search results.

If you decline to complete a DOI form, you are not eligible to be appointed as a member of the Platform in question in a personal capacity.

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

Annex V: Standard privacy statement

PROTECTION OF YOUR PERSONAL DATA

Table of Contents

- 1. Introduction**
- 2. Why do we process your data?**
- 3. Which data do we collect and process?**
- 4. How long do we keep your data?**
- 5. How do we protect your data?**
- 6. Who has access to your data and to whom is it disclosed?**
- 7. What are your rights and how can you exercise them?**
- 8. Contact information**
- 9. Where to find more detailed information**

1. Introduction

This privacy statement explains the reason for the processing, the way we collect, handle and ensure protection of all personal data provided, how that information is used and what rights you may exercise in relation to your data (the right to access, rectify, block etc.).

The European institutions are committed to protecting and respecting your privacy. As this service/application collects and further processes personal data, Regulation (EC) N°45/2001¹⁵ of the European Parliament and of the Council of 18 December 2000 on the protection of individuals with regard to the processing of personal data by the Community institutions and bodies and on the free movement of such data, is applicable.

This privacy statement concerns the call for expression of interest for the selection of experts. This statement concerns also the Register of Commission Expert Groups and Other Similar Entities ('Register of expert groups') undertaken by the European Commission, Secretariat-General, Head of Unit B.2 (Institutional Affairs). The Register is a database containing a list of Commission expert groups and other similar entities and their sub-groups. For each expert group, the Register provides valuable information including on the Commission department which is running the group, as well as on the group members, mission and tasks. The Register also includes relevant documents which are produced and discussed by expert groups.

Personal data submitted to Commission departments as part of rejected applications are not published on the Register of expert groups. The competent Commission departments keep these data for six months and do not process them for other purposes.

2. Why do we process your data?

Purpose of the processing operation: The data Controller processes data with the purpose of management and administration of the selection of experts by Commission services, in

¹⁵ Regulation (EC) N° 45/2001 Regulation (EC) No 45/2001 of the European Parliament and of the Council of 18 December 2000 on the protection of individuals with regard to the processing of personal data by the Community institutions and bodies and on the free movement of such data, (OJ L8, 12.01.2001, p. 1-22).

particular the provision of evidence of the technical and professional capacity of experts within the DG. The European Commission, Secretariat-General, Head of Unit B.2 (Institutional Affairs) ('the Data Controller') collects and uses your personal information to ensure transparency on expert groups' membership and activities.

The data processing for the purpose of the selection is considered lawful because it is necessary to be able to complete the tasks in line with the provisions of Commission Decision of 24 January 2017 establishing the Commission Expert group 'Platform on Animal Welfare',

The processing and publication on the Register of expert's personal data is necessary for the performance of a task carried out in the public interest, since it increases the transparency on Commission expert groups (Article 5 (a) of Regulation (EC) N° 45/2001).

As regards, in particular, the declarations of interests filled in by experts appointed in a personal capacity, the processing of personal data of these experts serves the public interest of enabling the Commission to verify the experts' independence in providing advice to the Commission. Furthermore, the public disclosure of declarations of interests allows for public scrutiny of the interests declared by experts appointed in a personal capacity, which is necessary in order to ensure public confidence in the independence of these experts. The public disclosure of declarations of interests also ensures a high degree of transparency with respect to the membership of expert groups and aims at contributing to fostering the integrity of the experts in question.

Article 27 of Regulation (EC) N° 45/2001 is not applicable.

3. Which data do we collect and process?

The personal data collected and further processed may be:

- Name, function and contact details (e-mail address, business telephone number, mobile telephone number, fax number, postal address, company and department, country of residence, internet address);
- Information for the evaluation of selection criteria (expertise, technical skills and languages, education background, professional experience including details on current and past employment)
- Professional title;
- Professional profile;
- Nationality;
- Gender;
- Interest represented (only for individuals applying to be appointed as members of expert groups or sub-groups representing a common interest and for the designated representatives of organisations applying to be appointed members of expert groups or sub-groups);
- Information included in the declarations of interest (only for individuals applying to be appointed as members of expert groups or sub-groups in a personal capacity).

Article 10 of Regulation (EC) 45/2001 does not applied to collected data.

4. How long do we keep your data?

The Data Controller only keeps the data for the time necessary to fulfil the purpose of collection or further processing.

Files related to unsuccessful candidates should be deleted at the end of the selection process, namely before the publication of the relevant list of successful experts.

When an individual is no longer participating in a group listed in the Register of expert groups, all personal information related to this individual is removed from the Register. The competent Commission departments keep personal information for 5 years after the date where relevant individuals cease to participate in the work of the group.

Declarations of interests of individuals appointed as members or alternate members in a personal capacity of expert groups or sub-groups are published on the Register as long as they are members.

When a group is closed down, it remains published in the Register of expert groups for five years, with the indication 'Closed'. During such time, personal information other than the above-mentioned declarations of interests is visible on the Register.

An XML file is created daily with all the information regarding active groups. All versions of this file, showing the situation of the Register as of the day it was created, are stored in a file server for 5 years.

5. How do we protect your data?

All data in electronic format (e-mails, documents, uploaded batches of data etc.) are stored either on the servers of the European Commission or of its contractors, the operations of which abide by the European Commission's security decision of 16 August 2006 [C(2006) 3602] concerning the security of information systems used by the European Commission.

The Commission's contractors are bound by a specific contractual clause for any processing operations of your data on behalf of the Commission, and by the confidentiality obligations deriving from the transposition of Directive 95/46/EC¹⁶.

6. Who has access to your data and to whom is it disclosed?

All recipients of the information and data sent in the framework of the selection process are on a "need to know" basis.

1. Staff of operational and financial units of the European Commission and Staff from other European Institutions and Agencies participating in management of selection of experts as defined under point 2 and to the bodies charged with a monitoring or inspection task in application of Union law (e.g. internal control, internal audit).

¹⁶ Directive 95/46/EC of the European Parliament and of the Council of 24 October 1995 on the protection of individuals with regard to the processing of personal data and on the free movement of such data (OJ L 281, 23.11.1995, p. 31–50)

2. Staff of OLAF, IDOC and the Legal Service of the Commission as well as staff of other DG (SG, DG BUDG and clearinghouse) upon request necessary in the context of official investigations or for audit purposes.
3. Members of the public in accordance with the Commission's transparency obligation where applicable.

Information including name, professional title, professional profile, nationality, gender, interest represented (only for individuals applying to be appointed as members of expert groups or sub-groups representing a common interest and for the designated representatives of organisations applying to be appointed members of expert groups or sub-groups), and the declarations of interest of selected experts is publicly available on the Register of expert groups.

The XML files referred to in point 4 are not available neither via the internal application of the Register or the public version of the Register, and are only accessible to a reduced number of users in the System Owner and System Supplier's teams.

7. What are your rights and how can you exercise them?

According to Regulation (EC) N°45/2001, you are entitled to access your personal data and rectify and/or block or delete it in case the data is inaccurate or incomplete.

If selected, if you do not wish to have your name published on the Register of expert groups, you may submit a request to the relevant Commission department for a derogation from publication. A derogation shall be granted where justified on compelling legitimate grounds in relation to your specific situation, in particular where disclosure of the experts' name could endanger your security or integrity.

You can exercise your rights by contacting the secretariat of the competent Commission department or in case of conflict the Data Protection Officer and if necessary the European Data Protection Supervisor using the contact information given at point 8 below.

8. Contact information

If you have comments or questions, any concerns or a complaint regarding the collection and use of your personal data, please feel free to contact the Data controller, using the following contact information:

The Data Processor:

- DG SANTE, Head of Unit G2, Ms. Eva Zamora Escribano
- SANTE-ANIMAL-WELFARE-PLATFORM@ec.europa.eu,

The Data Protection Officer (DPO) of the Commission: DATA-PROTECTION-OFFICER@ec.europa.eu.

The European Data Protection Supervisor (EDPS): edps@edps.europa.eu.

9. Where to find more detailed information?

The Commission Data Protection Officer publishes the register of all operations processing personal data. You can access the register on the following link: <http://ec.europa.eu/dpo-register>

This specific processing has been notified to the DPO with the following reference: DPO-2194.8.