

BEPA Supporting Task Forces Terms of References

INTRODUCTION

In order to organise the work within the Batteries European Partnership Association (BEPA) and to achieve the objectives of the Batt4EU Partnership, different expert groups will be established.

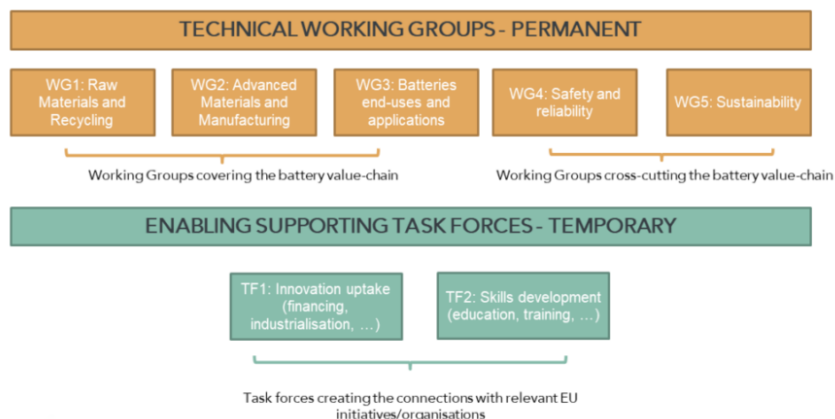
The 5 technical, permanent Technical Working Groups (TWGs) correspond to five of the six distinct R&I areas that have been identified in the Batt4EU Strategic Research & Innovation Agenda (SRIA) as key to achieve a competitive, sustainable European battery industrial manufacturing capability and to enable zero-emission mobility and renewable energy storage integration. The five areas are:

- Raw Materials and Recycling
- Advanced Materials and Manufacturing
- Battery End-uses and Applications
- Safety and Reliability
- Sustainability

The sixth area (Collaboration) will be part of the activities of each Working Group. Each specific R&I area is contributing to the achievement of the Specific objectives (SO) as well as the Technical objectives (TO) of the Partnership

Furthermore, at least 2 Supporting Task Forces (STFs) will be created to establish the connections with the relevant European entities in charge of non-technical aspects linked to the achievement of a competitive battery value-chain in Europe (e.g. innovation uptake, education, skills development, regulatory and standardization, etc.). The aim of this document is to set out the objectives, composition governance and activities of the STFs.

The following figure illustrates the structure of the TWGs and STFs that was elaborated in coordination with BEPA Executive Board.



OBJECTIVES OF THE STFS

The **Supporting Task Forces** (STFs) are temporary ad-hoc expert groups set up to establish the connections with relevant European initiatives on non-technical aspects linked to the achievement of a competitive battery value-chain in Europe. Based on the synergies created with these other initiatives, the STFs aim to identify the specific contribution that the Partnership can bring on these non-technical aspects and to define a framework of guidelines, possible activities and services providing added value to BEPA members, participants to EU-funded projects and the whole European battery stakeholders on these non-technical aspects.

The final objective is therefore to be able to guide the participants in EU-funded battery projects¹ to the most appropriate strategy on these issues. For example, the BEPA Office will offer them a clear pathway to ensure their project results will be exploited including information about specific requirements for their technology, organisations they can contact, further funding opportunities, relevant workshops in which they can participate, etc.

The topics of the STFs are agreed within the BEPA Executive Board. The 2 first Task-forces identified in this perspective will be dedicated to “**Innovation uptake**” and “**Education and Skills development**”.

In terms of possible members, the STFs will aim to gather BEPA members already involved or with strong connections with relevant EU initiatives dealing with the appropriate aspects (e.g. for innovation uptake: EIB, EIT Innoenergy, etc.) and/or having a strong expertise in the area which the STF is covering. The aim is to unlock their knowledge for all BEPA members and the participants and coordinators of EU-funded battery projects.

One of the **key activities of the STFs** will thus be to create the relevant collaborations with EU initiatives and to invite specific experts to intervene during STFs meetings. Their role will be then to define a concrete framework of activities to support EU-funded battery projects, but also to participate to the drafting of reports and to the organisation of workshops on these aspects in order to disseminate the results of the STF.

The specific scope of the ongoing STFs is listed in Annex 1.

¹ Horizon Europe projects funded through the Batt4EU European Partnership or projects funded through Horizon2020 battery calls

COMPOSITION OF THE STFS

The number of participants in the STFs is not limited but stakeholders should indicate that they are willing to commit time and effort for their active participation. Participants in the STFs are expected to actively contribute to the STF objectives.

Every BEPA member can nominate up to 2 employees² with the appropriate expertise in every STF. These contributors are nominated by the main representative.

Delegates from the European Commission and from Member States (involved in the ETIP NRCGs) can attend the STF meetings as Observers. These Observers may be invited to give specific inputs for the preparation of a document and can provide suggestions on the STF's work.

Non-BEPA members technical advisors with specific expertise may be invited to STF meetings by the STF's Core Team.

GOVERNANCE OF THE STFS

BEPA STFs are time-limited; they will be in operation for an initial period of 6 months unless otherwise decided by the Executive Board. This initial period can be extended by the Executive Board upon proposal of the Core Team.

Each STF is coordinated by a Core Team which includes up to 2 representatives:

- a STF Leader;
- a STF Co-leader.

The Core Team is responsible for:

- Coordinating the STF's activities with the support of the BEPA Office;
- Chairing the meetings and moderating the discussions of the STF;
- Drawing up the agenda of each meeting in consultation with the BEPA Office;
- Reviewing the minutes of the meetings prepared by the BEPA Office;
- Reporting and providing the consolidated inputs of the STF to BEPA relevant governing bodies (Executive Board, Association Delegation), and possibly to the Partnership Board.
- Representing the STF at external meetings and events.

² According to Art.5.2.2 AoA, only the "Secretariat" of associations enjoy the rights of associate membership. An association cannot be represented in Supporting Task Force by one of its members.

The roles and responsibilities within the Core Team are as follows:

STF Leader	Responsible for the delivering on the objectives of the STFs. The STF Leader will chair the STF meetings and represent the STF towards external parties.
STF Co-leader	The STF Co-Leader will support the TWG Leader with her/his work and replace the Leader in case of absence.

Any BEPA member can express interest to be part of the Core Team as Leader or Co-leader. The list of potential candidates will be approved by the BEPA Executive Board, based on the relevance of their work to the scope of the specific STF.

A single expert can be elected only for one Core Team position in one STF. Only 2 candidates from a single BEPA member can be elected in the Leader and Co-leader positions (considering all STFs and limited to one candidate for each STF).

The Core Team members are elected during the first meeting of each STF for the initial duration of the STF. Their nominations can be extended in case the Executive Board decided to extend the STF. If a Core Team member is not correctly fulfilling his/her role and responsibilities, the Executive Board will have the right, upon proposal of the Secretary-General to revoke this Core Team member. A new Core team member will then be elected in the next meeting of the STF.

The deliverables which are drawn up within the STFs will be sent to the Executive Board for final approval and be presented at the next General Assembly.

The BEPA Office ensures a permanent logistic support to organise meetings, taking minutes and interacting with the Core Team, as well as following-up the execution of decisions taken.

METHOD OF WORKING:

The STF Leaders will call for STF meetings when judged necessary for the activities and the preparation of the documents they are responsible for. On average, one STF meeting per month is foreseen.

STF meetings may be organised by teleconferencing, and consultation on drafts documents and requests for input may be done via email. The working documents of the STFs will be shared and accessible via the BEPA repository (a restricted area for each STF will be created).

The STFs will work by consensus. In case of critical matter, the STF Core Team will call the Executive Board to receive guidance on the way forward.

Members involved in a STF not showing activity for more than 6 months will be removed from the mailing list of the STF if no reaction is given to invitations.

The STF membership will be made available publicly. The list of member organisations and nominated persons will be available on the BEPA website.

The results and minutes of the STFs are published on the BEPA repository, available also to members who have not participated in the STF meeting.

GENERAL TIMELINE OF THE ACTIVITIES OF A STF

First month	Establishing the active STF through an open invitation to all BEPA members in line with the general working arrangements of the Batt4EU Partnership.
Second month	Kick-off of the STF, election of the Core Team's representatives and first brainstorming on the connections to be established with key EU initiatives/organisations and the activities that should be undertaken in the STF.
Months three to five	Regular STF meetings and with relevant EU initiatives to discuss key topics related to the STF. Identification of the needs on the STF's aspects.
Sixth month	The collaborative framework /action plan to be put in place by the BEPA office on specific aspects of the STF is defined.

Please note that the above-mentioned objectives and timeline might slightly deviate according to the agreed initial duration and implementation of the work of each Task Force.

ANNEX 1: SCOPE AND KEY ACTIVITIES OF THE FIRST STFS

The scope of the first-to-be-launched Supporting Task Forces is envisaged as follows:

SUPPORTING TASK FORCE 1 – INNOVATION UPTAKE

The Supporting Task-Force (STF) on **Innovation Uptake** will aim to create, in coordination with relevant initiatives/organisations (e.g. EIT Innoenergy, EIT Raw Materials, EIC,...) the appropriate mechanisms to support innovation uptake and help projects successively crossing the “valley-of-death”. The objective of the STF will be to gather relevant BEPA members (e.g. technology-transfer officers, experts from RTOs/companies aware of the battery R&I ecosystem) in order to put in place efficient collaboration frameworks that will favour a successful exploitation of projects’ results. These defined frameworks will then allow BEPA Office to offer the most appropriate support to EU-funded projects, depending on the level of maturity achieved at the end of the project.

This working process, defined in coordination with other EU initiatives, will guarantee that battery projects’ results will be considered for innovation uptake. It will also establish a trustful relationship beforehand between BEPA and the relevant enabling stakeholders, aiming at building the bridges for accelerating market introduction of new battery technologies.

KEY ACTIVITIES AND DELIVERABLES

Key activities:

- Establish the connections with key EU initiatives/organisations that can help to define the appropriate mechanisms.
- Identify the tools, opportunities, activities to be put in place to guide battery project coordinators to the most appropriate exploitation strategy.
- Define a concrete framework to improve market uptake of battery technologies and ensure a successful transfer of innovative battery technologies.
- Active contribution to the organisation of the workshops on these aspects.

Deliverables:

- Collaborative framework to help innovation uptake of EU-funded battery projects (this framework could include actions such as: publication of a guide for innovation uptake, organisation of workshops / match-making events, etc). Part of the framework will be to highlight which specific actions could be put in place by BEPA office, and which actions are already offered by other institutions.

SUPPORTING TASK FORCE 2 – EDUCATION AND SKILLS DEVELOPMENT

The Supporting Task-Force (STF) on **Education and Skills development** will aim to identify the added value and the role that BEPA can have in the current EU ecosystem on Education and Skills development. As mentioned in its MoU, one of the functional targets of the Batt4EU Partnership is to contribute to the education of future battery workers. BEPA indeed needs to identify how to support

activities addressing training and skills development (e.g. contributing to the identification of gaps and needs, defining joint training programmes with other initiatives and Partnerships, etc) without overlapping with the other EU initiatives already active in that field. The STF will therefore follow-up on these aspects to understand the specific role that BEPA can play in order to boost and accompany the upcoming and massive creation of jobs and skills within the battery value-chain.

The key activities of this STF will be first to coordinate and network with already existing initiatives on these aspects (e.g. Innoenergy's Battery Academy, Batteries Europe's Task-force on Education and Skills, work done by Battery 2030+, EIT Raw materials, etc.) in order to identify what could be the added value of BEPA in this field. Based on the synergies created, the STF will define a detailed action plan to be implemented by the BEPA Office that can help boosting education and skills development in Europe. The activities could for example include: providing inputs to a specific initiative on gaps in education and skills, elaborating a joint training programme on specific aspects, identifying the tools to support skills development for a specific part of the value chain, listing the relevant trainings and courses that could be interesting for the battery experts, publishing some reports, organising some workshops and networking events on these aspects, etc.

KEY ACTIVITIES AND DELIVERABLES

Key activities:

- Establish the connections with key EU initiatives/organisations working on education and skills development aspects.
- Identify the added value of BEPA including the activities and opportunities that will be offered to the battery experts.
- Define a concrete action plan to boost and accompany the massive creation of jobs and skills development.
- Active contribution to the organisation of workshops on these aspects.

Deliverables:

- Detailed action plan to be put in place to help boosting and accompanying the creation of jobs and skills development in the EU battery value-chain (these actions could include: feedback on gaps in education and skills, joint training programmes, publication of reports and guides, database on the relevant battery trainings and courses, workshops and networking events on these aspects, etc). Part of the action plan will be to highlight which actions could be put in place by BEPA office, and which actions are already offered by other institutions.