

## Deliverable 1.3: Report on engagement activities

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## Scope of this document

This document is a report of activities linked to ACTRIS IMP task 1.3 named “Maintaining and enlarging country participation and membership in ACTRIS”. As the name and description of the ACTRIS IMP task 1.3 indicate, the focus is on the country level participation and in the country level (interim) governance bodies and advisory bodies linked to them. This focus is also in line with the short description of the deliverable in the ACTRIS IMP grant data. At the starting time of ACTRIS IMP the involved countries had approved ACTRIS ERIC step 1 documents to be sent, but none of the countries had signed a long-term commitment for ACTRIS, which comes through membership in ACTRIS ERIC. Therefore, the focus of ACTRIS IMP task 1.3 (and therefore also this deliverable) was the work towards getting the participating countries to join ACTRIS ERIC.

Most of the work towards getting the countries in as members of ACTRIS ERIC took place within the interim governance and advisory bodies, especially the Interim ACTRIS Council, and in preparation of materials for them. These were the bodies that defined the rights and commitments of the ACTRIS ERIC member countries, and the representatives in the bodies had a mandate to speak on behalf of their countries. These bodies and their activities are described and reported in this deliverable. The Countries not participating at ministry or funding organization level but participating in ACTRIS IMP through research performing organizations are also listed in the document and their status reported in regard of potential membership at the time of original submission of the deliverable.

As the aim of this work in ACTRIS IMP was to get the countries to join ACTRIS ERIC, a logical timeframe to be reported is from beginning of ACTRIS IMP in January 2020 until the establishment of ACTRIS ERIC in April 2023 and the first ACTRIS ERIC General Assembly meeting of ACTRIS ERIC in June 2023. Activities of the same or equivalent bodies after the establishment of ACTRIS ERIC are generally not considered here. As some of the main bodies have worked continuously from the beginning of ACTRIS PPP project in 2017 their activities are reported also from the years preceding ACTRIS IMP.

### **The country level governance and advisory bodies presented in this document are:**

- Interim ACTRIS Council (IAC) 2017-2023
- Scientific and Implementation Advisory Board (SIAB) 2018-2023
- Financial Committee
- Ethical Advisory Board

### **The bodies not included in this report include (but are not limited to):**

- ACTRIS interim Research Infrastructure committee (RI committee)
- ACTRIS Central Facility (CF) management boards (MBs)
- ACTRIS National Facilities Technical and Scientific Forum (NF T&S Forum)
- Atmospheric Simulation Chamber Committee (ASCC)
- National ACTRIS consortia
- ACTRIS IMP General Assembly and Executive Board.

The bodies not included in this deliverable and their activities were needed for scientific development and day-to-day management of ACTRIS and the ACTRIS IMP project. They were necessary for preparing materials for and implementing the decisions of the country level bodies but did not directly contribute to maintaining or enlarging of country level participation in ACTRIS. The work done nationally in each country is reported in deliverable 1.1 "[Report on national ACTRIS consortia](#)" and the engagement activities with scientific communities in countries inside and outside the ACTRIS ERIC are reported in deliverable 1.2 "[Report on enhancement of community building](#)". These also include any bilateral meetings between ACTRIS Head Office and the national scientific communities focusing on getting the respective ministries more involved in ACTRIS.

## Interim ACTRIS Council (IAC)

### Task and main milestones of IAC

The Interim ACTRIS Council (IAC) was the highest decision-making body for ACTRIS as a research infrastructure prior to ERIC was established. The IAC consisted of country representatives nominated by the ministries or organisations mandated to act on the behalf of the country, including financial commitments. Each participating country could nominate up to three delegates and two experts to represent the country in the meetings. The IAC was responsible for negotiating and approving the legal model, governance structure, statutes and all other necessary constitutional documents, Financial Plan and Internal Financial Rules, as well as all policy documents such as data policy, access policy, and staff policy for ACTRIS. The documents approved by IAC and later ACTRIS ERIC General Assembly (GA) are available on the ACTRIS web pages at <https://www.actris.eu/documents/approved-documents>.

For enabling efficient work of the IAC it is crucial that the provided materials are clear and well prepared and that it is clear what is expected from IAC. The materials were provided to IAC by ACTRIS interim Head Office and prepared together with the RI committee, Central Facility MBs and other day-to-day management bodies, often within the framework of the ACTRIS IMP project.

Interim ACTRIS Council held its first meeting in February 2017 in Helsinki. From then on IAC has convened two to five times a year. The main outcome of the IAC work has been the establishment of ACTRIS ERIC, after which the ACTRIS ERIC General Assembly has continued and will continue as the highest decision-making body in ACTRIS. The timeline for establishment of ACTRIS ERIC is presented in table 1 below.

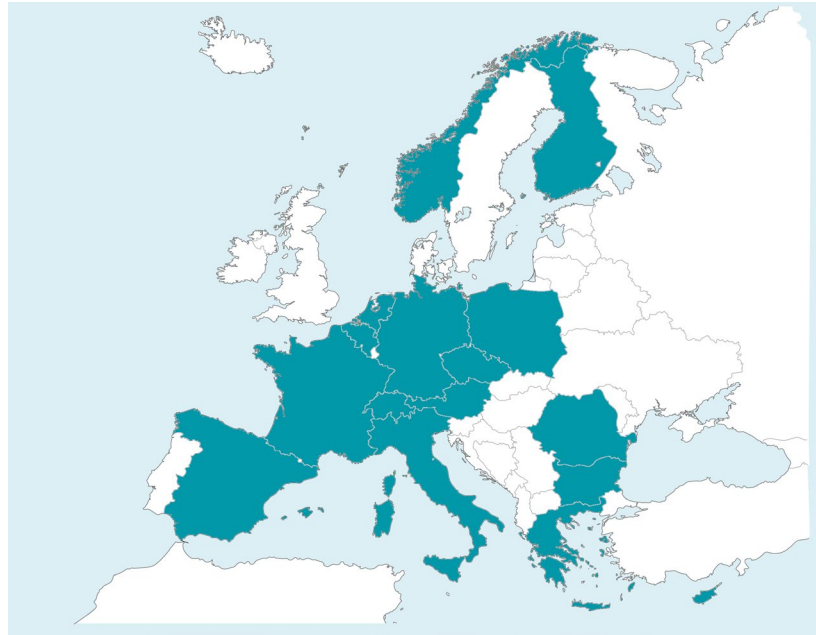
**Table 1:** Timeline of the establishment of ACTRIS ERIC

<b>ERIC Step 1 timeline</b>	
January 2019	ERIC Step 1 documents were approved in the 7 <sup>th</sup> IAC meeting.
February 2019	Finland sent the ERIC Step 1 application.
October 2019	European Commission send feedback to the ERIC Step 1 application.
<b>ERIC Step 2 timeline</b>	
March 2021	ERIC Step 2 documents were approved in the 15 <sup>th</sup> IAC meeting.
September 2021	ERIC Step 2 application was sent to European Commission (Formal request letters by Austria, Belgium, Bulgaria, Cyprus, Czech Republic, Denmark, Germany, Italy, Norway, and Switzerland).
December 2022	Interservice consultation ended at European Commission and feedback received from EC.
March 2022	Responding to the feedback from Commission.
April 2023	News about founding of ACTRIS ERIC was published in the Official Journal of the EU.
June 2023	1 <sup>st</sup> ACTRIS ERIC General Assembly.

## Countries in IAC during ACTRIS IMP

ACTRIS IMP started soon after IAC received the commission feedback on the ERIC Step 1 documents. In ERIC step 1 there were 16 countries stating to be prospective members of ACTRIS ERIC:

- Republic of Austria
- Kingdom of Belgium
- Republic of Bulgaria
- Republic of Cyprus
- Czech Republic
- Republic of Finland
- Federal Republic of Germany
- French Republic
- Hellenic Republic (Greece)
- Italian Republic
- Kingdom of the Netherlands
- Kingdom of Norway
- Republic of Poland
- Romania
- Kingdom of Spain
- Swiss Confederation.



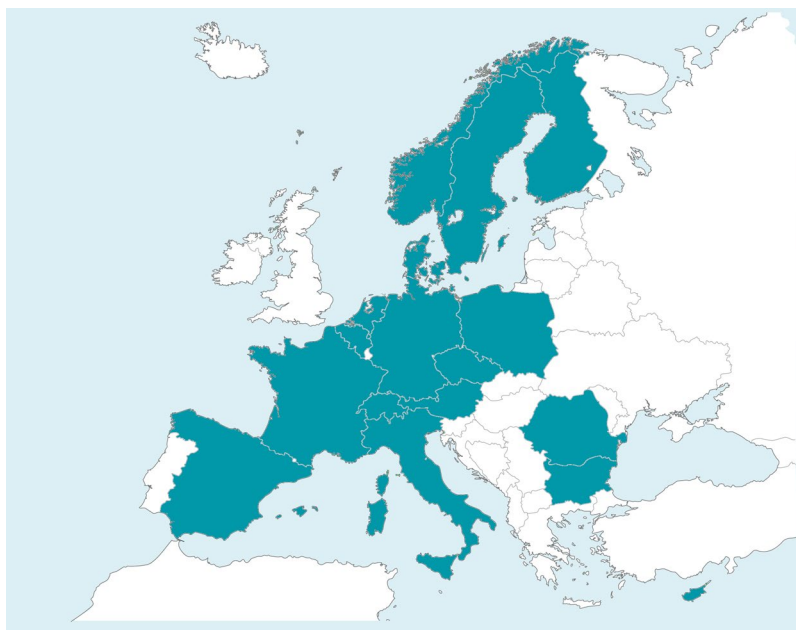
**Figure 1:** Countries committed in ERIC application Step 1.

At the time of signing the commitment letters for ACTRIS ERIC Step 1 United Kingdom was also represented in the IAC but could not commit for Step 1 due to its uncertain status related to Brexit.

Between the ACTRIS ERIC Step 1 submission and the submission of Step 2 documents, two new countries joined IAC. They were Denmark (in 16<sup>th</sup> IAC meeting in June 2021) and Sweden (in 18<sup>th</sup> IAC meeting in March 2022).

The countries that signed a commitment letter for the ERIC Step 2 application and thus become the founding members of ACTRIS ERIC were:

- Republic of Austria
- Kingdom of Belgium
- Republic of Bulgaria
- Republic of Cyprus
- Czech Republic
- Kingdom of Denmark
- Republic of Finland
- Federal Republic of Germany
- French Republic
- Italian Republic
- Kingdom of the Netherlands
- Kingdom of Norway
- Republic of Poland
- Romania
- Kingdom of Spain
- Kingdom of Sweden
- Swiss Confederation.



**Figure 2:** Countries committed in ERIC application Step 2.

Kingdom of Netherlands joined ACTRIS ERIC in the first General Assembly meeting. Greece and The United Kingdom were also represented in IAC but were not yet able to commit to membership of ACTRIS ERIC at the time of its establishment and the first GA meeting. It is, however, expected that they will also join ACTRIS ERIC in near future. It is also to be noted that Switzerland is not a member but a permanent observer in ACTRIS ERIC due to its position outside the European Union and the related ERIC regulation.

### Other interested countries

Besides the countries represented in IAC there have been three more countries participating in the ACTRIS implementation project. These countries are Estonia, Ireland, and Portugal. In these three countries the national ACTRIS-related research communities are organised and they have nominated national contact persons in ACTRIS at the scientific level. However, the support for ACTRIS in these countries have so far not been enough to get the ministries and funding organisations to formally participate in ACTRIS. This might change in the future if the national ACTRIS consortia manage to get ACTRIS on the national RI roadmaps, which often is a requirement for ministry level commitment. ACTRIS (interim) Head Office has held several meetings with the related scientific communities and national contact persons of these countries and provided support letters to enhance the formal participation process eventually leading to the countries to join ACTRIS ERIC. These meetings are not listed here but in ACTRIS IMP deliverable 1.2 "[Report on enhancement of community building](#)".

## List of IAC meetings and main outcomes

From the establishment of IAC in 2017 to the official establishment of ACTRIS ERIC and its GA in 2023 the IAC has had altogether 19 meetings, of which the last 10 have taken place during the ACTRIS IMP project. Out of these 19 meetings the first 10 have been physical meetings and the remaining 9 virtual meetings, the latter mostly during the Covid-19 pandemic and the related travel restrictions. In the 19 meetings IAC were presented 218 meeting documents and 42 background documents, consisting of a total of 2537 pages of meeting material and 2094 pages of background material.

**Table 2:** The IAC meetings and their main results:

#	Month	Place	Main results
1	2/2017	Helsinki, Finland	<ul style="list-style-type: none"> <li>- IAC established</li> <li>- Original IAC members: Cyprus, Czech Republic, Finland, France, Greece, Italy, Poland, Romania, Spain, Switzerland, UK</li> <li>- Original IAC observers: Denmark, Germany, Norway</li> <li>- Chair and vice Chair selected</li> </ul>
2	10/2017	Rome, Italy	<ul style="list-style-type: none"> <li>- Denmark withdraw from observer status</li> <li>- ACTRIS legal entity model approved (with a written procedure)</li> <li>- SIAB Terms of Reference approved</li> </ul>
3	2/2018	Bucharest, Romania	<ul style="list-style-type: none"> <li>- Bulgaria joined IAC as observer</li> <li>- Operational structure of ACTRIS approved</li> <li>- Target set to submit ERIC Step 1 application in January 2019</li> <li>- SIAB members approved</li> <li>- First draft of ACTRIS ERIC statutes presented</li> </ul>
4	6/2018	Zurich, Switzerland	<ul style="list-style-type: none"> <li>- Austria, Belgium and Norway joined IAC as members</li> <li>- CF specific descriptions approved</li> <li>- Statutory seat location approved</li> </ul>
5	10/2018	Lyon, France	<ul style="list-style-type: none"> <li>- Bulgaria joined IAC as member</li> <li>- Data and access policy approved</li> <li>- CF host consortia approved, except for Data Centre (DC) and Centre for Cloud in situ measurements (CIS)</li> <li>- National Facility (NF) labelling principles approved</li> <li>- ACTRIS financial principles approved</li> </ul>
6	12/2018	Brussels, Belgium	<ul style="list-style-type: none"> <li>- CF host consortia approved for CD and CIS</li> </ul>
7	1/2019	Barcelona, Spain	<ul style="list-style-type: none"> <li>- ACTRIS ERIC statutes and membership contributions agreed for ERIC Step 1 application</li> <li>- ACTRIS Technical and Scientific Description approved</li> <li>- Finland was mandated to submit ERIC Step 1 application</li> </ul>
8	6/2019	De Bilt, Netherlands	<ul style="list-style-type: none"> <li>- CF cost validation process approved</li> </ul>
9	11/2019	Warsaw, Poland	<ul style="list-style-type: none"> <li>- ACTRIS ERIC staff policy approved</li> <li>- Interim ACTRIS leader nominated by IAC</li> </ul>



10	2/2020	Brussels, Belgium	- CF cost validation approved, except for DC, CIS, and Centre for reactive trace gases in situ measurements (CiGas)
11	6/2020	virtual	- New IAC Chair was selected - ACTRIS ERIC perimeter approved - CiGas cost validation approved
12	6/2020	Virtual	- New IAC Vice Chair was selected
13	11/2020	Virtual	- DC cost validation approved - CIS cost validation approved with a later start of operation - Calculation method for ACTRIS ERIC membership contributions approved - Principles for access funding approved
14	12/2020	virtual	- New Interim ACTRIS leader appointed
15	3/2021	virtual	- Denmark joined IAC as observer - 5-year financial plan approved - ACTRIS ERIC membership contributions approved for ERIC Step 2 application - ACTRIS ERIC statutes approved for ERIC Step 2 application - ACTRIS Technical and Scientific Description approved for ERIC Step 2 application - Finland was mandated to start the ministerial signature round for ACTRIS ERIC
16	6/2021	Virtual	- Denmark joined IAC as a member - Requirements defined for the ERIC Step 2 application to be sent - National Facility Scientific and Technical Forum (NF T&S) Terms of Reference approved - Atmospheric Simulation Chamber (ASCC) Rules of Procedure approved
Extra	9/2021	virtual	- Germany joined IAC as a member - Confirmation of readiness for starting the ERIC Step 2 process
17	11/2021	Virtual	- Financial committee Terms of Reference approved - ACTRIS ERIC Director General selection process approved
18	3/2022	Virtual	- Sweden joined IAC as a member - Selection process for GA chair and Vice Chair approved - Permit to start ACTRIS NF labelling officially

## Scientific and Implementation Advisory Board (SIAB)

### Objectives of SIAB

The objective of the Interim Scientific and Implementation Advisory Board (Interim SIAB) has been to advise and support the Interim ACTRIS Council (IAC) and the ACTRIS community in their implementation work to obtain the objectives of ACTRIS, and in developing services, interactions with user communities, and liaison with partners and stakeholders. The interim SIAB has advised on the overall ACTRIS technical plans and directions and followed the implementation and establishment of the ACTRIS legal entity (ACTRIS ERIC). It has provided feedback and recommendations on the further development of ACTRIS research infrastructure strategies, services, and operations.

The Interim SIAB became officially Scientific and Innovation Advisory Board (SIAB) upon the ACTRIS ERIC establishment in April 2023. SIAB continues to advise on matters related to ACTRIS implementation until ACTRIS is fully implemented, foreseen to happen in 2026. While SIAB continues as the advisory body of ACTRIS IMP until the end of the project, upon the establishment of ACTRIS ERIC, SIAB also became the advisory body of the ACTRIS ERIC General Assembly.

### ACTRIS SIAB members

ACTRIS SIAB has currently seven members:

**Leonard Barrie** (Prof. Emeritus Stockholm University and The Cyprus Institute, Adjunct Prof. McGill University, Montreal, *Chair of the ACTRIS SIAB*),

**Valérie Thouret** (Co-Coordinator of the European Research Infrastructure In-service Aircraft for Global Observing System (IAGOS-AISBL)),

**Øystein Hov** (Secretary General, The Norwegian Academy of Science and Letters),

**Carlo Rizzuto** (Prof., Chair of the General Assembly, CERIC-ERIC (Central European Research Infrastructure Consortium), 3<sup>rd</sup> chair of the European Strategy Forum on Research Infrastructures (ESFRI)),

**Vincent-Henri Peuch** (Head of the Copernicus Atmosphere Monitoring Service (CAMS), Deputy Director of the Copernicus Department at ECMWF),

**Anna Maria Johansson** (Retired from European Commission, DG Research and Innovation, Research Programme Officer during years 2001 – 2019) and

**Oksana Tarasova** (Head, Atmospheric Environment Research Division, World Meteorological Organization (WMO), previously Head of the Global Atmosphere Watch (GAW) Programme of WMO).

During ACTRIS IMP the Interim ACTRIS Council nominated three new (Interim) SIAB members and two of the previous (Interim) SIAB members have stepped down.

Interim ACTRIS Council gave in their 9<sup>th</sup> meeting (November 2019, Warsaw, Poland) a mandate to ACTRIS PPP / ACTRIS IMP to seek 2–3 additional (Interim) members to reinforce the SIAB. IAC nominated two new (Interim) SIAB members proposed by ACTRIS countries in their 10<sup>th</sup> meeting (February 2020, Brussels, Belgium): Anna Maria Johansson (European Commission, DG Research and Innovation, retired) and Vincent Henri Peuch (Copernicus CAMS).

In autumn 2020, previous ACTRIS (Interim) SIAB member **Beatrix Vierkorn-Rudolph** (Chair of the ESS (European Spallation Source) Council) stepped down from SIAB due to other commitments.

In autumn 2021, previous ACTRIS (Interim) SIAB member **Petteri Taalas** (Secretary General of World Meteorological Organization (WMO)) had to withdraw from his SIAB role due to other commitments. Dr. Oksana Tarasova (WMO) was nominated by IAC (18<sup>th</sup> IAC meeting, March 2022, virtual) as a new (Interim) SIAB member to replace Petteri Taalas in the (Interim) SIAB. She was proposed by the WMO.

## SIAB meetings

ACTRIS Interim SIAB was originally established in 2018 during the ACTRIS PPP project and had four meetings before the start of ACTRIS IMP. During ACTRIS IMP but prior to the establishment of ACTRIS ERIC the Interim SIAB has convened an additional four times. All Interim SIAB meetings are listed below:

- 1<sup>st</sup> SIAB meeting in 6/2018, virtual meeting (During ACTRIS PPP)
- 2<sup>nd</sup> SIAB meeting in 9/2018 during ACTRIS project week (Prague, Czech Republic) (During ACTRIS PPP)
- 3<sup>rd</sup> SIAB meeting in 5/2019 during ACTRIS project week (Rome, Italy) (During ACTRIS PPP)
- 4<sup>th</sup> SIAB meeting in 11/2019 during ACTRIS PPP meeting (Helsinki, Finland) (During ACTRIS PPP)
- 5<sup>th</sup> SIAB meeting in 3/2020 during the ACTRIS community week / ACTRIS IMP Kick-Off meeting (Larnaca, Cyprus), (During ACTRIS IMP)
- 6<sup>th</sup> SIAB meeting in 11/2020 (virtual meeting dedicated for SIAB), (During ACTRIS IMP)
- 7<sup>th</sup> SIAB meeting in 10/2021 during ACTRIS Week 2021 (virtual meeting), (During ACTRIS IMP)
- 8<sup>th</sup> SIAB meeting in 10/2022 during ACTRIS Week 2022 (Prague, Czech Republic), (During ACTRIS IMP)

Interim SIAB meetings have consisted of an introductory part where the Interim ACTRIS leader, ACTRIS Scientific Chair and other key persons from ACTRIS have presented the current implementation activities and plans to the SIAB, followed by a SIAB internal meeting. After the meeting, SIAB provided its observations, feedback, and recommendations to the ACTRIS Community in the form of a presentation at a physical or virtual meeting and a written report to the IAC. The Interim ACTRIS leader presented the SIAB reports to the IAC.

The Interim SIAB has acknowledged the remarkable progress of the ACTRIS IMP coordinators and community in establishing ACTRIS -ERIC, the added value of ACTRIS illustrated via several EU projects

(ACTRIS IMP, ENVRI-FAIR, ATMO-ACCESS, ACTRIS-CAMS, RI-URBANS, KADI etc.) and ACTRIS response to COVID related issues e.g., by providing expertise on aerosol transmission, simulation chambers and equipment/expertise to test COVID masks manufactured in Europe and studying the effects of COVID on European and global air quality. The Interim SIAB has provided valuable feedback and recommendations regarding ACTRIS implementation e.g., the development of the ACTRIS Business plan, ACTRIS partnership liaisons plan, ACTRIS effectiveness in the landscape (projects and/or international networks/organizations), ACTRIS ERIC strategy and innovation strategy. The Interim SIAB has also recommended ACTRIS to strive for efficiencies that help give added value to the activities of member institutions while avoiding undue managerial burden on leaders and scientists.

## Other governance bodies

### Financial committee

The Financial committee Terms of Reference was initially approved in the 17th Interim ACTRIS Council meeting in November 2022 and later in the first General Assembly. The nomination process for the members was started in February 2023. The members were selected in the first General Assembly meeting. The General Assembly decided to add members to the committee, and therefore an additional nomination process was started in August 2023. The additional members will be selected for the committee in the 2<sup>nd</sup> General Assembly meeting.

### Ethical advisory board

The Ethical Advisory board was not established in the implementation phase before the establishment of ACTRIS ERIC. The Ethical Board Terms of Reference was approved in the first General Assembly meeting of ACTRIS ERIC. The Ethical Advisory board nomination process was started in August 2023 and the members will be selected in the 2<sup>nd</sup> General Assembly meeting.